

**TOWN OF BASALT MEETINGS**  
**Planning and Zoning Commission Meeting**  
**Tuesday March 29, 2016**

**Basalt Town Hall**

**101 Midland Avenue**

**6:00 PM      Call to Order**

**Approval of Minutes**

- February 16, 2016 Minutes
- February 22, 2016 Minutes
- March 1, 2016 Minutes

**6:05            Eagle County Referral: El Jebel Mobile Home Park Expansion Application**

**6:22            Worksession: Zoning for Our Town Planning Properties**

**7:30            Commissioner Comments and Staff Updates**

**7:45            Adjourn**

Items on the agenda are approximate and intended as a guide for the Commission. Times are subject to change, as is the order of the agenda. For deadlines and information required to schedule an item on the agenda, please contact Basalt Town Hall at 927-4701.

**DRAFT**

**TOWN OF BASALT  
PLANNING AND ZONING COMMISSION  
WORK SESSION  
FEBRUARY 16, 2016**

The work session began at 6:05 p.m. Commissioners present were Patrick McAllister, Gary Wheeler, Gino Rossetti, and Alternate Tracy Bennett.

Staff present was Mike Scanlon, Town Manager; Susan Philp, Town Planner; James Lindt, Assistant Planning Director; and Denise Tomaskovic, Recorder.

Cathy Click and Patrice Becker were present, representing the different petitioner groups.

**Work Session – Zoning for the Our Town Planning Properties**

A model of the former Pan and Fork parcel and some adjacent areas was delivered to the Town Hall earlier today. Philp noted that there are some exchangeable pieces to depict the different build-out options being considered.

Philp said that one of the modeling options shows 55,000 sq. feet on the CDC parcel with a 2.5 story (two stories with third story setback) hotel. The other option is a representation of what the petitioners are looking for. She explained the different components of the model. While Lowe Enterprises hasn't signed off on what this model shows, it is generally indicative of their latest idea which includes office space of 15,000 sq. ft. and about 40,000 sq. ft. with condominium hotel/restaurant/affordable housing uses. In response to a question from Commissioner Rossetti, Philp said that Lowe Enterprises has indicated that they can have a viable development at 55,000 sq. ft. Rossetti added that he thinks the area closest to the intersection should be hardscaped with an inviting transition to the park areas.

Philp noted that the polygon and park areas are flat, but she will ask the model builder to add a 3-D structure in the polygon area to represent the pavilion where a restaurant/public restrooms could be located. Both P&Z and POST think that the polygon area should have an active use.

The model options were switched out and Click explained the concept behind the citizen group's ideas for up to 44,000 sq. ft. of development. The group wanted to show what a 22,000 sq. ft. building footprint (two stories) on one acre of land would look like. In this scenario there would be no hotel on the CDC parcel but there could be a year-round greenhouse/community event/restaurant space, a non-profit organization office and affordable housing. Click stated that the citizen group is looking for 1.3 acres of park, one acre for the building envelope, and no structure in the Big V.

Commissioner Rossetti said he thought the model piece representing 55,000 sq. ft. had a lot of interesting potential, whereas the citizen group's idea just looks like a couple of buildings. He thinks whatever is built on the CDC parcel should make a statement.

In response to a question from Commissioner McAllister, Click replied that a hotel adjacent to a park is an incompatible use because noise and activities in the park could have a negative impact on the hotel's guests. The same thing would be true if the hotel were replaced with private residences. The public would be ultimately impacted because the park could seem like a privatized extension of a hotel. Philp, using the Limelight Hotel and Wagner Park in Aspen as an example, pointed out that having a street between the two makes it seem like park activities don't impact the hotel, and vice versa.

Commissioner Rossetti and Alternate Bennett disagreed with Click on the effectiveness of a hotel on the CDC parcel as a revitalizing factor. Click felt that the better location for a hotel would be in the BCC. She said that the owners of the Aspenalt Hotel feel slighted by all the talk about needing another hotel in Basalt. They are consistently full and have many repeat customers. Rossetti and Bennett said that a hotel on the CDC parcel would draw a different demographic group [than the Aspenalt] and be close enough for the guests to walk around town, eating at the restaurants and shopping at the stores.

Click, noting that the park hasn't been completed yet, asked who will pay for its creation. Scanlon said that a tax increase seems to be in the future. Click suggested that if the Town owned the envisioned event center it could collect use fees. Staff is working with its financial advisor to determine the actual value of the property under various configurations. After further discussion about some tweaks to the model, Philp said that Staff will ask the model maker to build a more accurate representation of the petitioner group's ideas about the square footage being proposed.

Becker liked the idea of having a hotel in the BCC area. It looks less crowded there than on the CDC parcel.

Commissioner McAllister said he thought the model was helpful. He asked Click if her comments represented the thinking of the petitioner group. Click replied that the petitioner group was more concerned about getting the proposal on the ballot, not what the buildings are supposed to look like. The petitioner group people feel that more park is better.

Commissioner Wheeler said that the most common question he gets asked is how we're going to pay for the park. His response to them was that we're going to need to raise taxes, but not sales tax.

Becker said that if the taxpayers knew what they were getting into it would help in making the decision.

Commissioner Wheeler said it will be helpful for the public to have the model as a reference. Most people can't visualize square footages.

#### **ADJOURNMENT**

The Planning and Zoning Commission adjourned at 6:40 p.m.

# DRAFT

## TOWN OF BASALT PLANNING AND ZONING COMMISSION WORK SESSION FEBRUARY 22, 2016

The work session began at 6:30 p.m. Commissioners present were Dylan Johns, Gary Wheeler, Gino Rossetti, and Alternate Tracy Bennett.

Staff present was Susan Philp, Town Planner and James Lindt, Assistant Planning Director.

In the audience were Sharon Hall, Cathy Click, Tim Belinski and Patrice Becker.

### **Work Session – Zoning for the Our Town Planning Properties**

Philp noted that Resolution 54, Series of 2015 directed Staff to work with Lowe Enterprises to prepare a model representative of what could be built on the CDC parcel. Town Staff worked with CCY and Vision Design to produce this model. It is the same scale as the drawing on the wall, 1":300'. Philp then reviewed the model. The exchangeable pieces depict different building programs, not just Lowe Enterprises' ideas. The main differences between the different pieces are in regard to use, number of stories, and amount of parkland shown. Comments were made about parking options and how different uses could be divvied up on the parcel.

In response to a question from Commissioner Rossetti, Philp said that Lowe Enterprises supported the idea of 40,000 sq. ft. for a condominium hotel and 15,000 sq.ft. of office/commercial use. The buildings shown on that model piece are CCY's interpretation of how 2.5 stories could look, according to previous P&Z discussions.

At Philp's invitation, Click described some potential uses for the model piece representing her petitioner group's ideas for development on a half-acre: in the taller building there could be a community center/ event space/year-round greenhouse along with a restaurant and additional office space. The other building would be for community uses such as a business incubator and the Chamber of Commerce. It could also be the location for affordable housing units.

Hall added that Eagle Crest Nursery [in El Jebel] accommodates the Winter Market, pickle ball games, and numerous other community events. Those activities could be relocated to the CDC parcel.

Click reiterated that there isn't a developer behind the model piece the petitioner group endorses – it's just a way to show some other ideas for land use on the CDC parcel. The biggest difference between the options is in use, not necessarily square footage.

Comments were made regarding:

- possible locations for Town Hall,
- feasibility of the Town being able to afford to purchase the CDC parcel (or even a portion thereof),
- uses included in the CSC Zone District,
- the importance of having an anchor use on each parcel,
- public-private parking project,
- Basalt's identity,
- affordable commercial space,
- RMI's and the Roaring Fork Conservancy's roles as important draws to the Town,
- the need for a hotel in Downtown Basalt,

Philp noted that the penthouse units up in Aspen are not noticeable from the street. She asked for comments about how the model is portraying 2.5 stories.

Commissioner Wheeler stated that his concern is more about uses than square footage. He doesn't want to have a situation where some entity that could actually afford to build a project isn't allowed to because their proposed use isn't included in the list.

Click thought that the Lowe Enterprises proposal was poorly timed because it truncated the process.

Commissioner Rossetti said he believed that an incubator space and a hotel would be a draw for CMC to come to Downtown Basalt. He noted that a hotel developer is ready to step in and get it done, in addition to helping provide parking for 150 cars. We can't overlook the importance of this.

Alternate Bennett added that helping to solve a parking problem doesn't mean we can't continue to promote public transportation or to ride bicycles.

Hall asked if, along with establishing the uses for each parcel, the P&Z is supposed to provide square footage numbers for each building. Chair Johns replied that a developer could pick from a list of uses but when you start dictating how much of each use is allowed, that's when you can end up with a building that doesn't work very well.

Philp noted that the P&Z had wanted to move away from establishing percentages of use, but if you're calling something an anchor, how big does that have to be? Staff has received some preliminary CSC Zone District language from Don Elliott and the trick is going to be in deciding just how to do that.

Chair Johns said that defining the number of floors, where breaks in the building need to occur, how many connections to the street are required, etc. can make it easier to design a structure that suits its use, whereas establishing hard numbers at the outset often leads to a lengthier development review process if some other number is necessary to make a project economically feasible.

Philp asked if Option A represents what the P&Z wants. The Commissioners agreed that it does. Commissioner Wheeler asked if there would be a better way to illustrate volumetric ideas for those who have trouble envisioning what numbers mean.

Philp explained that this document cannot function as a land use approval. The Town Council has to grant all land use approvals by ordinance. A developer could propose a larger development and also a different zoning for these parcels but that would involve an extended review process.

In response to a question from Hall, Staff said that Town Code requires condominium hotels to put their units in a rental pool for a portion of each year. There followed a brief discussion about the merits and concerns of different lodging options. Hall reiterated her concern that second-home owners would purchase the units and then never rent them out, leaving them empty for most of the year. The current trend is to have unit owners manage their own rentals which can lead to quality issues and possibly revenue loss for the Town.

Philp, after being assured that Chair Johns had enough information to make his presentation to Town Council tomorrow, said that the P&Z wouldn't need to meet on Tuesday at 5:00. The work session ended.

**DRAFT**

**TOWN OF BASALT  
PLANNING AND ZONING COMMISSION  
WORK SESSION  
MARCH 1, 2016**

**CALL TO ORDER**

Chair Johns called the meeting to order at 6:03 p.m. Commissioners answering roll call were Gary Wheeler, Eric Vozick, Gino Rossetti, Patrick McAllister, Dylan Johns and Alternate Tracy Bennett.

Staff present was Susan Philp, Town Planner; James Lindt, Assistant Planning Director; and Denise Tomaskovic, Recorder.

**APPROVALS**

**Minutes of February 2, 2016**

**M/S VOZICK AND WHEELER TO APPROVE THE MINUTES OF FEBRUARY 2, 2016 AS READ. THE MOTION CARRIED BY A VOTE OF 6-0.**

**AGENDA ITEM**

**Work Session: Interpretation for Cole PUD 153 E. Homestead Drive, Covered Entry Porch Enclosure**

Philp said that the applicant was present and it would be okay to take any comments.

Lindt explained that Staff would like to make an administrative decision on this item but is looking for feedback from the Commission as to whether or not they are comfortable with this procedure. Referring to a posted aerial photo, he explained the location and nature of the proposed project. Staff wants to make sure the proposed changes are in character with the historic structure and has worked with the applicant to come up with a distinct enclosure that still retains the historic character of the building. At Staff's request, the applicant added a window to help distinguish the enclosure from the original building and reduce the look of the building's mass.

Staff said that if the Commission is not comfortable with Staff making an administrative interpretation regarding this application then the Commission can identify its concerns and direct Staff to take the process through the Minor PUD Amendment process, in which both the P&Z and Town Council could review the proposal.

Lindt noted that Kurt Carruth, the applicant's architect, was present and he asked if Carruth had any additional comments. Carruth briefly explained the funky nature of the corner they want to change.

Lindt pointed out that there was no public in attendance and asked for questions or comments from the Commissioners.

Chair Johns asked if there were any other issues associated with the PUD. Philp said that initially there had been a square footage issue but Staff worked with the Applicant to resolve it.

The Commissioners assented to Staff making an administrative interpretation.

**Work Session: Zoning for Our Town Planning Properties**

Philp called Don Elliott of Clarion Consulting, zoning code consultant, to participate in a telephone conference with the Commissioners. She pointed out that the model was in the room and Staff has compiled a Powerpoint presentation of photos to use as reference for the building heights discussion.

Elliott went through the document page by page, reviewing the changes that were made to the Community Serving Commercial (CSC) zoning language since the previous conference call. He then asked for comments on the overall organization of the document. The Commissioners agreed with the format and organization as presented. Elliott said that there is always the ability to add or subtract content as needed.

Philp said that some Town Council members were concerned about the amount of square footage on the CDC parcel that was proposed in the resolution [at the Town Council meeting on February 23]. However, they indicated that they might feel more comfortable with the "up to" proposed square footage language as long as height limits were established. Staff then showed a Powerpoint presentation of structures in Aspen, Willits Town Center (WTC) and Carbondale illustrating 2.5 to four story buildings, with a variety of setbacks and façade treatments. For immediate reference, Philp said that the Ute Center building is 45 feet and six inches at its highest point on the corner of Midland Avenue/Two Rivers Road intersection. The Rocky Mountain Institute Innovation Center is 34 ft., eight inches high at its tallest point.

In response to an earlier question from Commissioner Rossetti, Philp explained that the tallest building on the CDC parcel portion of the model represents 38 feet, with the first floor being about 14 feet high and two more floors at 12 feet high each. However, she added, this wouldn't include the first four feet of an underground parking garage.

On the BCC parcel it was felt that building heights could be the same as at WTC, which is 45 feet.

Commissioner Rossetti said that it would be difficult to have a really interesting top floor use if the height is capped at 12 feet for the top floor. He added that this could also preclude the inclusion of an architectural feature that might be really cool/noticeable from Highway 82.

Chair Johns thought it might be more helpful to delineate floor to floor requirements as well as space for mechanical equipment between floors. Commissioner Rossetti said he would like to see some relief and interest in the roofline, not something that looks like all the other buildings, and limiting the building heights to 38 feet could compromise that ability.

Commissioner Wheeler asked if it would be a good idea to have a PUD process that allows variances. Elliott pointed out that variances require a declaration of hardship, while this sounds like a design issue. He suggested allowing some flexibility in the review process for a higher roof level of up to X amount if certain community serving uses are being provided. Philp added that if we don't want to allow flat roofs we need to state that.

Chair Johns noted that people are concerned with how the buildings will look as viewed from the park, as well as how they appear from the street level. Commissioner Rossetti suggested including compromise language for building height limits ranging from 36 to 42 feet. Elliott suggested setting the outer boundaries of the flexibility being allowed, along with a menu of items that would get a developer to those upper limits. Chair Johns agreed with the suggestion for the allowance of additional height if the top floor is a community serving use or some use where the public is invited.

Moving along, Philp reviewed the anchor use and sizes table. Discussion ensued as to whether or not to stipulate the size of a grocery store or hotel use. The Commissioners and Staff discussed with Elliott ways to wordsmith the language to ensure that anchor use requirements are met without having to state what percentage of the parcel must be occupied by the anchor use. Philp said that it may be possible to add some more threshold language for other uses on the parcels.

The Commissioners struggled with the requirement for a parcel's anchor use to consist of 70% of the allowable use. This is a leftover item from an earlier iteration of the CSC Zone District language and may not be necessary to include. Commissioner Vozick thought that allowing attainable housing as an anchor use on the BCC parcel could preclude locating a hotel there, which might not be a good thing.

Commissioner Rossetti said that more uses need to be allowed on the BCC parcel. The Commissioners then discussed other use options for the BCC parcel. Secondary uses are also important and should be complimentary to the anchor uses on each parcel. Elliott pointed out that there is language already included in the document that allows flexibility for uses and he agreed to include some additional clarifying wording proposed by Commissioner McAllister. Rossetti reiterated that there needs to be a variety of uses on each parcel and as long as the more active uses are on the ground floor, other uses can fit in on the upper floors. Philp noted that the Commissioners were in favor of moving the brew pub over to the BCC parcel [from Lions Park].

Commissioner Vozick said that the CDC parcel should include attainable housing as an anchor use option. In answer to a question Vozick then asked about the resolution, Chair Johns said the Town Council adopted a resolution establishing a recommended maximum of 55,000 sq. ft. of building on the CDC parcel to allow a more volumetric approach on building design.

Tim Belinski, who is interested in the BCC parcel, said he was happy to see more uses added to that parcel. He suggested including a distillery use in addition to a brew pub. He was also concerned with the 70% anchor use requirement. In a large-scale building that gets to be a lot of anchor use. He thought it better to include minimum sq. footage or the number of units required.

Chair Johns noted that anchor uses such as a hotel or grocery store would require a lot of commitment, anyway, so stipulating 70% as an anchor use requirement doesn't really make a difference. In contrast, the Lions Park and Merino Park parcels are so small that whatever use they have would take up most of the parcel. Philp added that it might be a good idea to stipulate a threshold number for a brewpub/distillery use or a sports center and just get rid of the 70% requirement altogether.

In response to a question from Commissioner McAllister, Philp explained that once an anchor use is established on a parcel, applicants could just stick with that one anchor use or they could add other anchor uses, or include some secondary uses.

Chair Johns asked where the parking numbers came from. Philp replied that they are a carryover from the previously-approved CSC Zone District language. Johns was concerned that the parking requirements wouldn't work for the BCC parcel with its irregular shape. Philp said that the upcoming WE-cycle program, bus passes, and shared parking are being used to lower parking requirements.

Elliott added that shared parking formulas are being used by many municipalities now as an alternative to requiring parking studies. He offered to send information on these formulas to Philp.

The Commissioners agreed that the uses table will require more discussion which will happen at their next meeting on March 15<sup>th</sup>. The goal is to have a document for the Town Council to review on March 29<sup>th</sup>.

Belinski pointed out that if a grocery store is a first-floor use, it would need minimum ceiling heights of 17 to 18 feet and he wanted the Commissioners to be aware of this in regard to setting height regulations. Also, the 10% minimum landscaped open space requirement needs to be further refined. Chair Johns thought that requiring view openings and connectivity through the sites could be part of meeting open space requirements. The Commissioners agreed that they didn't want to have useless areas scattered around just as a way of meeting the open space requirements.

Commissioner Rossetti asked how connectivity through private property can be ensured. Philp said that connectivity could be a condition of approval but this is painstaking work and is as much an art, as it is a science. It has to be a public/private endeavor. Legal documents, easements, insurance, snowmelt, and emergency vehicle access are just some of the issues to consider regarding connectivity.

The phone call with Don Elliott ended at 7:27 p.m.

**COMMISSIONER COMMENTS/STAFF UPDATES**

The Commissioners had no comments.

Staff summarized the projects in the development review pipeline.

Commissioner Vozick asked if the P&Z will see the School District's and Habitat for Humanity's plans for affordable housing behind Basalt High School. This is a proposal for about 40 units in which each entity would end up with about 20 units. Philp said that she didn't know for sure because land use regulations are different for school districts.

**ADJOURN**

**M/S VOZICK AND BENNETT TO ADJOURN. THE MOTION CARRIED BY A VOTE OF 6-0.**

**The Planning and Zoning Commission adjourned at 7:38 p.m.**

**TOWN OF BASALT  
PLANNING AND ZONING COMMISSION**

**By: \_\_\_\_\_  
Dylan Johns, Chair**

**Attest: \_\_\_\_\_  
Denise Tomaskovic, Recorder**

March 29, 2016

Sean Hanagan  
Eagle County Community Development Department  
PO Box 179  
Eagle, CO 81631

RE: The El Jebel Mobile Home Park Expansion Application Referral Comments

Dear Sean,

Thank you for the opportunity to respond to your referral on the El Jebel Mobile Home Park Application. The following comments reflect the opinions of the Basalt Planning and Zoning Commission.

**Comments:**

1. The site is located outside of the Town's Urban Growth Boundary (UGB), but it has Future Land Use Designation provided for it in the 2007 Basalt Master Plan and was anticipated to be redeveloped by the 2007 Basalt Master Plan. The Basalt Future Land Use Map in the 2007 Basalt Master Plan designated the site as Medium Density Residential (MDR). Additionally, the Town adopted the El Jebel Subarea Plan in 2013 after the Mid-Valley Area Community Plan (MVACP) was adopted by Eagle County in order to better align the Town's future land use policies for the El Jebel area with the recommendations included in the MVACP. The site subject to this application is identified as Service/Mixed Use Commercial/Industrial on the future land use map adopted as part of the El Jebel Subarea Plan.
2. The Basalt P&Z believes that the proposed land use pattern of 46 additional mobile homes is consistent with the Basalt Master Plan. The Basalt P&Z finds the proposal to be a logical residential expansion location as it is located in an area between the existing El Jebel Mobile Home Park and the suburban Blue Lake Subdivision. Additionally, the Basalt P&Z believes that the proposal is consistent with the main theme of the El Jebel Subarea Plan, which was to primarily cluster the residential density on the south side of JW Drive in order to maintain the Elk Farm and flood irrigated property on the north side of JW Drive. Basalt P&Z believes that the proposal is also consistent with the Manufactured Housing Overlay typology in the Basalt Master Plan.
3. The Town P&Z feels that this site is an appropriate site for infill residential development and it is important to recognize that this site is very much different from the site of the proposed Fields Subdivision on the south side of Highway 82. The site of the proposed El Jebel Mobile Home Park expansion does not require

significant extension of utility services and is in a pocket between densely developed areas (the existing El Jebel mobile home park and Blue Lake), whereas the proposed Fields Subdivision would push the limits of suburban development beyond its current boundaries.

Additionally, the site of the proposed El Jebel Mobile Home Park expansion takes its primary vehicular access from El Jebel Road; and the El Jebel Road/Highway 82 intersection on the north side of Highway 82 is slated to be improved with a plan that the Town supports to help mitigate the current and future traffic impacts. By comparison, the Town does not currently support the Valley Road/Highway 82 intersection improvements contemplated for the south side of Highway 82 that would be necessary to accommodate the additional traffic that would be generated by the proposed Fields Development.

4. The Town recognizes that the nature of the proposed free market mobile home units is such that they are proposed to be attainable by design and are targeted at individuals/families making 100% of the Area Median Income (AMI). However, the Town's IGA with Eagle County expresses that the County is to consider using the higher of the Town's and the County's Community Housing requirements, which in this case would be the Town's current requirement that 25%

*4b. Alternative Affordable Housing Language.* The Town's IGA with Eagle County has language requiring that the County is to consider using the higher of the Town's and Eagle County's Community Housing requirements, which in this case would be the Town's current requirement that 25% of the residential square footage be provided in price/rent capped units. The Town recognizes that the nature of the proposed free market mobile home units is such that they are proposed to be attainable by design and are targeted at individuals/families making 100% of the Area Median Income (AMI). Due to the nature of the proposed development and the location, the Town believes permitting a reduction in the requirement for deed restricted affordable housing is warranted, but would recommend applying a requirement between the 25% in the Town Code and the 12.5% proposed by the Applicant and allowed for consideration by the Eagle County Housing Guidelines.

5. The Town recommends that Eagle County considering asking the Applicant to meet with the We-Cycle organizers to plan for appropriate infrastructure that would be needed to locate a We-Cycle station in the area of the proposed expansion.
6. The Town recognizes that the Applicant has provided significant land in the past to the School District for the construction of a new elementary school to serve the students living in the El Jebel area and rented land and facilities for daycare. The Town applauds the contribution that the Applicant has made to the School District and daycare. That said, the Town recommends that Eagle County consider asking for a contribution be made by the Applicant to mitigate the proposed development's impact on the local schools and daycares that are needed to serve this new development. Ideas for contributions could include

making some of the units available to School District and Daycare employees as a 1<sup>st</sup> priority, locating additional daycare in the El Jebel area, or payment of a daycare fee as the Town did at Willits Town Center.

Additionally, the Town believes that the proposed development will have an impact on the Town's Police Services. Due to the Town's central location in the mid-valley, the Town is often the first responder to traffic accidents and calls to residences businesses in unincorporated Eagle County.

The Town requests that a mechanism be formulated that would ensure that the Town is reimbursed for Town services to make up for existing law enforcement deficiencies in Eagle County's service of the Roaring Fork Valley and to cover the proposed development. The Town recommends that \$25,793.08 (calculation methodology attached) be provided to the Town on an annual basis to reimburse the Town for expected Town Police services to help Eagle County provide law enforcement services to the proposed development. The Town believes that this annual reimbursement should be paid beginning upon the issuance of the first certificates of occupancy within the development and should include an annual escalator to account for inflation.

This letter constitutes referral comments of the Planning Staff under the provisions of the Intergovernmental Agreement signed by the Town and Eagle County on September 23, 2008.

If you have questions about the above comments or need clarification, please contact Susan Philp or James Lindt at the Basalt Planning Office at 970-927-4701.

Sincerely,

Dylan Johns  
Chair, Basalt Planning and Zoning Commission

CC: Susan Philp, Town Planning Director  
James Lindt, Assistant Planning Director  
Basalt Town Council

El Jebel Mobile Home Park Law Enforcement Costs- Town of Basalt

Basalt Police Handled Approximately 8,073 Calls for Service in 2014

2,236 dwelling units outside the Town limits, but in the 3-mile planning area in 2004 X  
2.54 residents per unit= 5,679 people

8,073 calls for service divided by 5,679 people= 1.42 calls per resident outside the  
Town limits

46 New Units in El Jebel Mobile Home Park Expansion x 2.54 residents per unit= 117  
New People

117 New People X 1.42 calls per resident= 166 New Calls

166 New Calls for Service x \$155.38 Cost to Provide Service Per Call= \$25,793.08 per  
Year at Buildout

Crawford Properties, LLC  
**Special Use Permit Application**  
for  
**Expansion of the  
El Jebel Mobile Home Park**

Eagle County, Colorado  
Parcel Number: 2391-344-11-001



**Prepared March 10, 2016 by:**

Crawford Properties, LLC  
Contact: Robert Hubbell  
60 El Jebel Road, Unit 105  
Carbondale, Colorado 81623  
Phone: 970.963.2684

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## 1. Application Team

### **Applicant/Land Owner**

Crawford Properties, LLC  
Contact: Robert Hubbell  
60 El Jebel Rd. Unit 105  
Carbondale, Colorado 81623  
970.963.2684

### **Land Planning**

The Land Studio, Inc.  
Contact: Doug Pratte  
365 River Bend Way  
Glenwood Springs, Colorado 81601  
970.927.3690

### **Civil Engineering**

SGM  
Contact: Chris Lehrman  
118 W. Sixth St., Suite 200  
Glenwood Springs, Colorado 81601  
970.384.9043

### **Surveying**

SGM  
Contact: Chris Lehrman  
118 W. Sixth St., Suite 200  
Glenwood Springs, Colorado 81601  
970.384.9043

### **Water Engineering**

SGM  
Contact: Chris Lehrman  
118 W. Sixth St., Suite 200  
Glenwood Springs, Colorado 81601  
970.384.9043

### **Geotechnical Engineering**

H-P Geotech  
Contact: Steve Pawlak  
5020 County Road 154  
Glenwood Springs, Colorado 81601  
970.945.7988

## 2. Letter of Introduction

February 12, 2016

Eagle County Community Development, Eagle County Planning Commissioners, and Board of County Commissioners  
P.O. Box 179  
Eagle, Colorado 81631

RE: Crawford Properties, LLC Special Use Application for Expansion of the El Jebel Mobile Home Park in Eagle County, Colorado

Dear Eagle County Community Development, Eagle County Planning Commission, and Eagle County Board of County Commissioners:

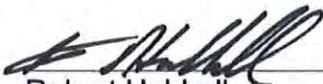
Attached is our application for expansion of the El Jebel Mobile Home Park in Eagle County, Colorado. The Project is designed as a transit-oriented, pedestrian friendly, affordable community for local residents. The site design provides safe and easy access to RFTA regional transit and a future Roaring Fork School District elementary school, plentiful parks and open space, and a pedestrian trail network that links the project to the service commercial areas that already exist in El Jebel. The Project is located on a 13.6-acre area of a 144.4-acre parcel that is owned by Crawford Properties, LLC located in the El Jebel area of Eagle County. The 46 units proposed in the Project are an expansion of the existing 298 units El Jebel Mobile Home Park that is currently owned and operated by Crawford Properties, LLC on adjoining areas of the 114.4-acre parcel. The El Jebel Mobile Home Park Expansion is proposed as an addition to the affordable community that already exists on the property, with access to the services that are currently provided in El Jebel, within  $\frac{1}{4}$  -  $\frac{1}{2}$  of the El Jebel RFTA Bus Rapid Transit station, and within walking distance to a future RFSD elementary school.

Crawford Properties, LLC looks forward to working with Eagle County on this important project, and thank you for your consideration.

Sincerely,

Crawford Properties, LLC

By:

  
Robert Hubbell

### 3. Eagle County Land Use Application Form

#### LAND USE APPLICATION FORM EAGLE COUNTY LAND USE REGULATIONS

EAGLE COUNTY  
DEPARTMENT OF COMMUNITY DEVELOPMENT  
P.O. BOX 179, EAGLE, CO 81631  
(970) 328-8730 / FAX (970) 328-7185  
[www.eaglecounty.us](http://www.eaglecounty.us)



TYPE OF APPLICATION:	LAND USE REGULATION REFERENCE:	TYPE OF APPLICATION:	LAND USE REGULATION REFERENCE:
<input type="checkbox"/> Sketch Plan Subdivision	Section 5-280, SUBDIVISION	<input checked="" type="checkbox"/> Special Use Permit	Section 5-250, SPECIAL USES
<input type="checkbox"/> Sketch Plan PUD	Section 5-240, PUD	<input checked="" type="checkbox"/> Consolidated	
<input type="checkbox"/> Preliminary Plan Subdivision	Section 5-280, SUBDIVISION	<input type="checkbox"/> Concept Evaluation	
<input type="checkbox"/> Preliminary Plan PUD	Section 5-240, PUD	<input type="checkbox"/> Final	
<input type="checkbox"/> Final Plat	Section 5-280, SUBDIVISION	<input type="checkbox"/> PUD Amendment	Section 5-240, PUD
<input type="checkbox"/> Exemption Plat	Section 5-270, SUB. EXEMPTION	<input type="checkbox"/> Variance- Zoning/VIS	Section 5-260, VARIANCES
<input type="checkbox"/> Correction Plat	C.R.S. 30-28-133(a)	<input type="checkbox"/> 1041 Permit	Chapter 6, MATTERS OF STATE INTEREST
<input type="checkbox"/> Location & Extent	C.R.S. 30-28-110	<input type="checkbox"/> Limited Review	Section 5-2100, CERTIF. OF ZONING
<input type="checkbox"/> Amended Final Plat	Section 5-290, MINOR SUBDIVISION	<input type="checkbox"/> Vacation	Section 5-2200 VACATIONS
<input type="checkbox"/> Minor Type A Subdivision	Section 5-290, MINOR SUBDIVISION	<input type="checkbox"/> FONSI	FINDING OF NO SIGNIFICANT IMPACT
<input type="checkbox"/> Minor Type B Subdivision	Section 5-290, MINOR SUBDIVISION	<input type="checkbox"/> Other _____	
<input type="checkbox"/> Zone Change	Section 5-230, ZONE DISTRICT		
<input type="checkbox"/> LUR Text Amendment	AMENDMENT		

INVOLVED PARTIES:	
<p><b>OWNER/APPLICANT:</b> Name: <u>Crawford Properties, LLC / Robert Hubbell</u> Mailing Address: <u>60 El Jebel Rd. Unit 105</u> Town/State/Zip: <u>Carbondale, CO 81623</u> Phone #: <u>(970) 963-2684</u> FAX #: _____ Email Address: <u>robert@eljebel.co</u></p> <p><b>REPRESENTATIVE (Authorization Required):</b> Name: <u>The Land Studio, Inc. / Douglas Pratte</u> Mailing Address: <u>365 River Bend Way</u> Town /State/Zip: <u>Glenwood Springs, CO 81601</u> Phone #: <u>(970) 927-3690</u> FAX #: _____ Email Address: <u>landstudio2@comcast.net</u></p> <p><b>Note:</b> All correspondence will be mailed, emailed or faxed to the representative listed above UNLESS otherwise requested.</p> <p><b>SURVEYOR/ENGINEER:</b> Name: <u>SGM / Chris Lehrman</u> Mailing Address: <u>118 W. Sixth St., Suite 200</u> Town/State/Zip: <u>Glenwood Springs, CO 81601</u> Phone #: <u>970.384.9043</u> FAX #: _____ Email Address: <u>ChrisL@sgm-inc.com</u></p>	<p><b>NOTE:</b> Please read the above referenced Section in Chapter II of the Eagle County Land Use Regulations, and the applicable Process Guide. Please submit all necessary application documentation and fees as required.</p> <p><b>ADJACENT PROPERTY OWNERS:</b> <i>For all applications</i>, please submit a list of all adjacent property owner names and addresses, using the most current Eagle County tax records. These names and addresses must be submitted on adhesive mailing labels or pre-addressed envelopes. Please see corresponding application checklist.</p> <p><b>DISCLOSURE OF OWNERSHIP:</b> <i>For all applications</i>, please submit the necessary ownership disclosure (dated within two months of the application), pursuant to Section 5-210.D.2.c. Please see corresponding application checklist.</p> <p><b>SUBSURFACE MINERAL INTERESTS:</b> Pursuant to C.R.S. § 24-65.5-103 <i>Notice Requirements, please note:</i> It is the responsibility of the applicant for any Sketch Plan, Preliminary Plan, Variance, and/or Zone Change application to notify owner(s) and/or lessee(s) of subsurface mineral interests, affected by your proposal.</p>
PROJECT NAME AND LOCATION:	
<p>Assessor's Parcel # <u>2391-344-11-001</u> Physical/Street Address: <u>Gillespie Drive, El Jebel, CO</u></p> <p>Name of Project: <u>Special Use Permit Application for the El Jebel Mobile Home Park Expansion</u></p>	<p>Legal Description of Project: Subdivision: <u>See Attached</u> Lot _____ Block _____ Filing _____ Tract _____ Section _____ Township _____ Range _____ -- OR -- Attach a Metes and Bounds legal description and survey depicting the property boundary.</p>

**PROJECT DATA (Pursuant to Section 5-210.D.2.e):**

Written Description of Project: This Special Use Permit Application is for the expansion of the El Jebel Mobile Home Park. The Project is designed as a transit-oriented, pedestrian friendly, affordable community for local residents. The site design provides safe and easy access to RFTA regional transit and a future Roaring Fork School District elementary school, plentiful parks and open space, and a pedestrian trail network that links the project to the service commercial areas that already exist in El Jebel. The Project consists is located on a 13.6 acre area of a 144.4 acre parcel that is owned by Crawford Properties LLC located in the El Jebel area of Eagle County. The 46 units proposed in the Project are an expansion of the existing 298 units El Jebel Mobile Home Park that is currently owned and operated by Crawford Properties LLC on adjoining areas of the 114.4 acre parcel. The El Jebel Mobile Home Park Expansion is proposed as an addition to the affordable community that already exists on the property, with access to the services that are currently provided in El Jebel, within ¼ - ½ of the El Jebel RFTA Bus Rapid Transit station, and within walking distance to a future RFSD elementary school.

Proposed Land Use Type	# of Lots	# of Units	Acreage	Floor Area Ft <sup>2</sup>
<input type="checkbox"/> Single Family	_____	_____	_____	_____
<input type="checkbox"/> Duplex	_____	_____	_____	_____
<input type="checkbox"/> Multi-Family	_____	_____	_____	_____
<input type="checkbox"/> Commercial/Office	_____	_____	_____	_____
<input type="checkbox"/> Industrial	_____	_____	_____	_____
<input checked="" type="checkbox"/> Other: <u>Mobile Home Park</u>	_____	46	13.6	_____
<b>Total Project:</b>	_____	_____	_____	_____

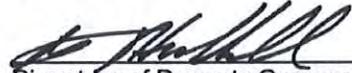
- Existing Zoning: Residential Suburban Medium Density (RSM)
- Proposed Zoning: Residential Suburban Medium Density (RSM)
- Existing Land Use(s) (Be Specific): Vacant / Misc. Storage /Previously RFTA Park and Ride
- Proposed Land Use(s) (Be Specific): Mobile Home Park
- Existing Source of Water: Crawford Properties LLC
- Proposed Source of Water: Mid Valley Metro District
- Existing Source of Waste Disposal: Mid Valley Metro District
- Proposed Source of Waste Disposal: Mid Valley Metro District
- Existing Fire Protection: Basalt and Rurals Fire Protection District
- Proposed Fire Protection: Basalt and Rural Fire Protection District
- Existing Access: Gillespie Lane
- Proposed Access: Gillespie Lane
- Date of Parcel Creation: July 10, 2015

- VICINITY MAP ATTACHED (Pursuant to Section 5-210.D.2.d).
- ENVIRONMENTAL IMPACT REPORT ATTACHED, IF REQUIRED (Pursuant to Section 5-210.D.2.f).
- ADDITIONAL REQUIREMENTS ATTACHED, IF REQUIRED (Pursuant to Section 5-210.D.2.g).

REQUIRED\* PRE-APPLICATION MEETING     YES     NO

If YES: Date of meeting: 9/10/15    Planner(s) attended: Scot Hunn    Names

I do hereby certify that the foregoing representations and attachments are true and correct to the best of my knowledge.

    02/12/2016  
 Signature of Property Owner or Authorized Representative    Date

**OFFICIAL USE ONLY:**

Received By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Amount Received: \$ \_\_\_\_\_ Receipt #: \_\_\_\_\_ Check #: \_\_\_\_\_

#### 4. Section 5-210. Provisions of General Applicability

##### 4.1. Owner Letter of Consent

February 12, 2016

Scot Hunn, Senior Planner  
Eagle County Community Development  
P.O. Box 179  
Eagle, Colorado 81631

RE: Crawford Properties, LLC Special Use Application for Expansion of the El Jebel  
Mobile Home Park in Eagle County, Colorado

Dear Scot,

This letter is to certify that Crawford Properties, LLC authorizes Douglas Pratte of The Land Studio, Inc. to represent them for the Crawford Properties, LLC Special Use Application for expansion of the El Jebel Mobile Home Park to the Eagle County Community Development Department, the Eagle County Planning Commission, and the Eagle County Board of County Commissioners.

The contact information for The Land Studio, Inc. is:

Douglas Pratte  
The Land Studio, Inc.  
365 River Bend Way  
Glenwood Springs, Colorado 81601  
(970) 927-3690 phone  
landstudio2@comcast.net

Sincerely,

Crawford Properties, LLC

By:

  
Robert Hubbell

#### **4.2. Applicant's Identity**

Crawford Properties, LLC  
Contact: Robert Hubbell  
60 El Jebel Rd. Unit 105  
Carbondale, CO 81623  
970.963.2684

#### **4.3. Development Parcel Legal Description**

Parcel A of Crawford Properties, LLC Type A Minor Subdivision recorded on 7/10/2015 3:14:50 PM at Reception # 201512971. See attached.



#### 4.5. Adjacent Property Owners

U.S. BLM  
2300 River Frontage Rd.  
Silt, CO 81652

State Dept. of Highways  
4201 E. Arkansas Ave.  
Denver, CO 80222

Brian & Kimberly Llewellyn  
30 Lava Dr.  
Carbondale, CO 81623

Stephany & Paul Norton  
30 Lava Dr.  
Carbondale, CO 81623

John Czechowicz  
203 Overlook Ridge  
Carbondale, CO 81623

Evan Allen Barrett  
P.O. Box 1204  
Basalt, CO 81621

Roaring Fork School District  
1405 Grand Ave.  
Glenwood Springs, CO 81601

Williams 2004 LLC  
875 Vista Hi Drive  
Carbondale, CO 81623

Basalt & Rural Fire District  
1089 JW Drive  
Carbondale, CO 81623

Janet Hoople  
P.O. Box 81691  
Fairbanks, AK 99708-1691

Kevin & Tammy Tucker  
19001 Hwy 82  
Carbondale, CO 81623

Woody Ventures LLC  
401 Tree Farm Dr.  
Carbondale, CO 81623

Shadowrock at  
Aspen Development LLC  
700 17th St. Suite 200  
Denver, CO 80202

Shadowrock Investments  
717 17th St., Suite 2300  
Denver, CO 80202-3317

Alice & William McCauley  
227 Lava Dr.  
Carbondale, CO 81623

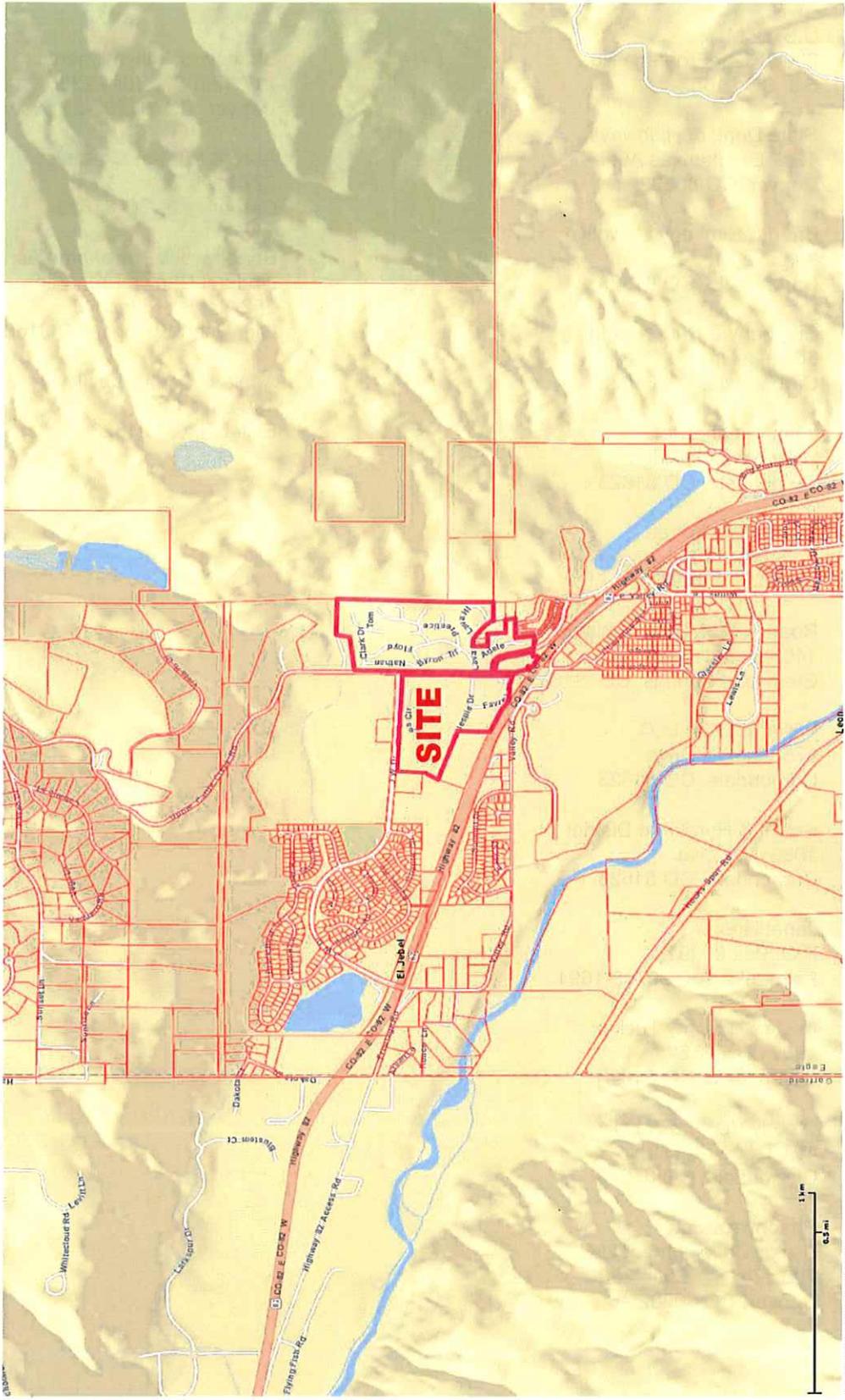
Shadowrock Townhome Assoc.  
c/o First Choice Properties  
252 Coryell Ridge Rd  
Glenwood Springs, CO 81601

Adele & Carl Hubbell  
130 Lava Dr.  
El Jebel, CO 81623

### 4.6. Vicinity Map

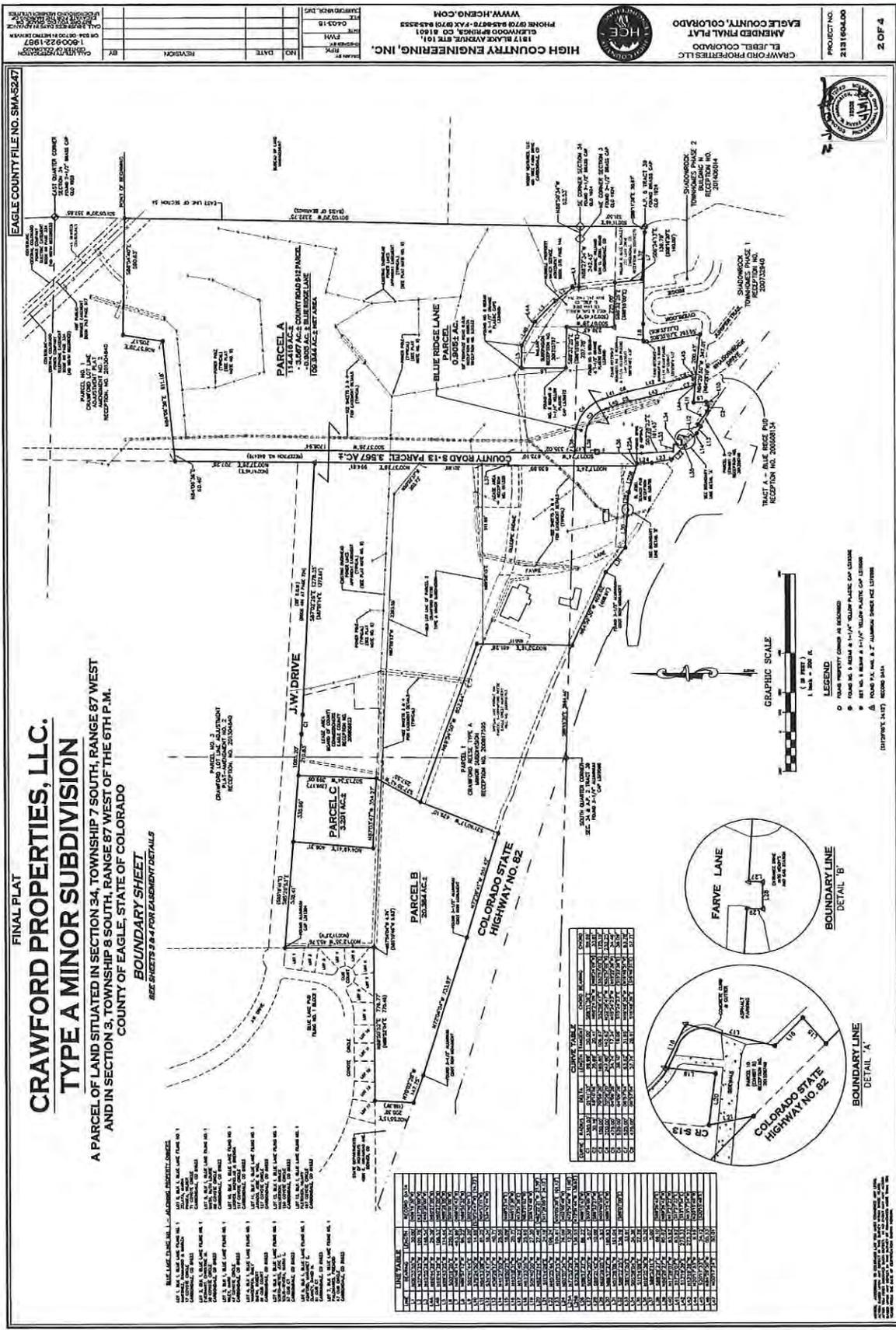
# Crawford Properties LLC

Mobile Home Park Vicinity Map



Wed Oct 21 2015 08:48:18 AM.





**FINAL PLAT**  
**CRAWFORD PROPERTIES, LLC.**  
**TYPE A MINOR SUBDIVISION**

A PARCEL OF LAND SITUATED IN SECTION 34, TOWNSHIP 7 SOUTH, RANGE 87 WEST AND IN SECTION 3, TOWNSHIP 8 SOUTH, RANGE 87 WEST OF THE 6TH P.M. COUNTY OF EAGLE, STATE OF COLORADO

**BOUNDARY SHEET**  
 SEE SHEETS 2 & 4 FOR EASEMENT DETAILS

BEFORE THE STATE ENGINEER, I, JENNIFER HENNING, JUDGE:

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OWNER'S CERTIFICATE:

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ADJACENT OWNERS' CERTIFICATE (continued):

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ADJACENT OWNERS' CERTIFICATE (continued):

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EAGLE COUNTY FILE NO. S18A35247

LEGEND:  
 O PLANNED IMPROVEMENT AS SHOWN  
 S FOUND NO. 5 REBAR & 1-1/2" GALVANIZED PLASTIC CAP UTILITY  
 S SET NO. 1 REBAR & 1-1/2" YELLOW PLASTIC CAP UTILITY  
 S FOUND NO. 1 REBAR & 2" GALVANIZED SHEET PILE UTILITY  
 (INTERIOR) (EXT.) RECORD DATA

GRAPHIC SCALE  
 1 inch = 200 ft.  
 (1" = 100 FT.)

BOUNDARY LINE DETAIL 'A'  
 BOUNDARY LINE DETAIL 'B'

FAIRVE LANE  
 COLORADO STATE HIGHWAY NO. 82

PARCEL A  
 13.407 AC. COUNTY ROAD 8-13 PARCEL  
 10.800 AC. BLUE BRIDGE LANE  
 10.800 AC. BLUE BRIDGE LANE

PARCEL B  
 3.567 AC. COUNTY ROAD 8-13 PARCEL

PARCEL C  
 3.501 AC. COUNTY ROAD 8-13 PARCEL

PARCEL D  
 2.824 AC. COUNTY ROAD 8-13 PARCEL

J.W. DRIVE

COLORADO STATE HIGHWAY NO. 82

FAIRVE LANE

BLUE BRIDGE LANE

SHADOWBROOK BUILDING NO. 101

SHADOWBROOK BUILDING NO. 102

SHADOWBROOK BUILDING NO. 103

SHADOWBROOK BUILDING NO. 104

SHADOWBROOK BUILDING NO. 105

SHADOWBROOK BUILDING NO. 106

SHADOWBROOK BUILDING NO. 107

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SHADOWBROOK BUILDING NO. 114

SHADOWBROOK BUILDING NO. 115

SHADOWBROOK BUILDING NO. 116

SHADOWBROOK BUILDING NO. 117

SHADOWBROOK BUILDING NO. 118

SHADOWBROOK BUILDING NO. 119

SHADOWBROOK BUILDING NO. 120

SHADOWBROOK BUILDING NO. 121

SHADOWBROOK BUILDING NO. 122

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SHADOWBROOK BUILDING NO. 142

SHADOWBROOK BUILDING NO. 143

SHADOWBROOK BUILDING NO. 144

SHADOWBROOK BUILDING NO. 145

SHADOWBROOK BUILDING NO. 146

SHADOWBROOK BUILDING NO. 147





#### 4.8. Written Description

The 46-unit expansion of the Crawford Properties, LLC mobile home park is designed as a transit-oriented, pedestrian friendly, affordable community for local residents. The site design provides safe and easy access to RFTA regional transit and a future Roaring Fork School District elementary school, plentiful parks and open space, and a pedestrian trail network that links the project to the service commercial areas that already exist in El Jebel. The Project is located on a 13.6-acre area of a 144.4-acre parcel that is owned by Crawford Properties, LLC located in the El Jebel area of Eagle County. The 46 units proposed in the Project are an expansion of the existing 298 units El Jebel Mobile Home Park that is currently owned and operated by Crawford Properties, LLC on adjoining areas of the 114.4-acre parcel. The El Jebel Mobile Home Park Expansion is proposed as an addition to the affordable community that already exists on the property, with access to the services that are currently provided in El Jebel, within  $\frac{1}{4}$  -  $\frac{1}{2}$  of the El Jebel RFTA Bus Rapid Transit station, and within walking distance to a future RFSD elementary school.

##### Minimum Standards Utilized for Expansion of the El Jebel Mobile Home Park

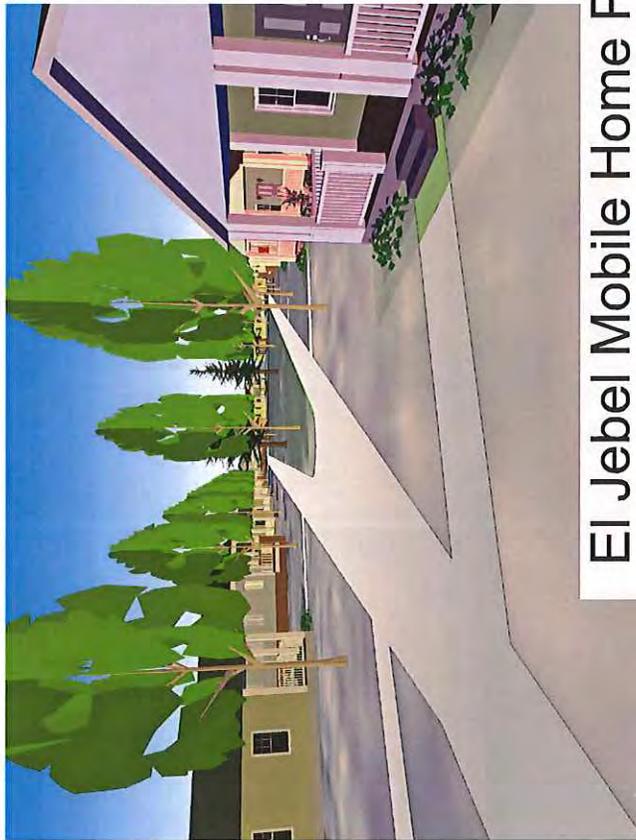
- (1) Access. The park shall have access to a public road.
- (2) Drainage. The park shall be located on a well-drained site, that is graded or drained and is free from stagnant pools of water.
- (3) Landscaping. The site plan shall include a landscaping plan prepared in accordance with Section 4-220 Landscape Plan.
- (4) Minimum Setbacks.
  - (a) Mobile Home Space. The minimum setbacks for mobile home units from each mobile home space line shall be:
    - i) Front. Twenty (20) feet from the front space line.
    - ii) Side. Twenty (20) feet between units.
    - iii) Rear. Five (5) feet from the rear space line.
  - (b) Mobile Home Park Boundaries. The mobile home park space shall comply with the following setbacks:
    - i) Front Yard. The mobile home park space shall be set back a minimum of fifty (50) feet from an arterial or collector road or twenty-five (25) feet from a local or mountain road.
    - ii) Side or Rear Property Line. The mobile home park space shall be set back a minimum of twenty (20) feet from any side or rear property line.
  - (c) Fire Protection. All mobile homes, modular homes, or habitable appurtenances shall be set back be a minimum of twenty (20) feet from each other, for fire protection.
- (5) Mobile Home Spaces. Each mobile home space shall contain a minimum of three thousand-eight hundred (3,800) square feet of area per single-wide unit, and five thousand (5,000) square feet for a double or multi-wide unit, exclusive of park driveways. The area in which the mobile home is placed shall be graded for drainage and improved to prevent shifting or settling of the mobile home. Anchors or tie-downs shall be provided as necessary to prevent overturning of mobile homes.
- (6) Parking. Each mobile home space shall contain a minimum of three (3) paved off-street parking spaces, plus one (1) guest parking space for use by automobiles.
- (7) Driveways and Walkways. All mobile home spaces shall abut upon an appropriately surfaced driveway that provides unobstructed access to a public

street or highway. The minimum unobstructed width of such driveways shall be twenty-seven (27) feet. All driveways and walkways within the park shall be sufficiently illuminated to ensure safety for park residents. Walkways that are not less than three (3) feet wide shall be provided along drives, as required for safety and convenience of inhabitants.

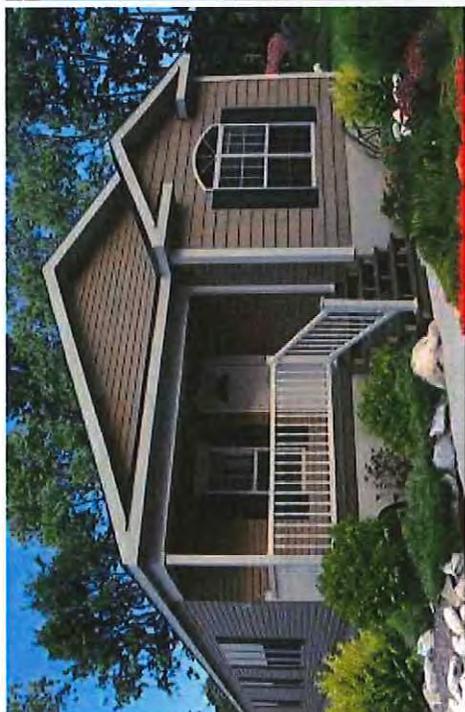
- (8) Paving. All mobile home park roads shall be engineered and surfaced with asphalt, concrete or gravel. (am 3/12/02)
- (9) Maintenance. All mobile home lots and stands shall be maintained in a clean and sanitary condition, free from hazardous or noxious materials, weeds and refuse. The unit owner shall be responsible for ensuring compliance.

4.9. Illustrative Site / Landscape Plan & Concept Imagery





El Jebel Mobile Home Park 3D Concept Images



El Jebel Mobile Home Park Expansion Concept Imagery

## 5. SECTION 5-250. SPECIAL USE STANDARDS

### 5.1. Consistency with Comprehensive Plan

#### 5.1.1. General Development

Goal: The impacts of development in Eagle County are carefully monitored, and future development occurs in a manner that preserves a high quality of life, a diverse and sustainable economy, the area's scenic beauty, a healthy natural environment and a vibrant, well designed community.

**Response:** The Project will be consistent with existing densities and land use patterns in El Jebel. The subject site is located immediately adjacent to similar land uses and intensities, and will not cause, nor contribute to "leapfrog" development. On the contrary, the Project will likely relieve some development pressures in outlying rural areas, reducing the potential for leapfrog development, and hopefully preserving some of the rural character and scenic beauty that still remains in the mid Roaring Fork Valley. The El Jebel Mobile Home Park Expansion is essentially an infill project within the existing developed areas of El Jebel and adjacent to the existing mobile home park that strives to preserve the quality of life in El Jebel and contribute to a diverse and sustainable economy.

#### 5.1.2. Economic Resources

Goal: Eagle County is home to a resilient, sustainable economy that is based on local attributes and provides its residents and visitors with healthy lifestyles and a comfortable standard of living.

**Response:** This Project seeks to promote a transit-oriented, pedestrian friendly, affordable community for local residents. The site design provides safe and easy access to RFTA regional transit and a future Roaring Fork School District elementary school, plentiful parks and open space, and a pedestrian trail network that links the project to the service commercial areas that already exist in El Jebel.

#### 5.1.3. Housing

Goals:

- 1) Housing is available and affordable for no less than 70% of Eagle County's workforce.
- 2) Housing needs are clearly identified, and housing types are appropriately balanced to meet all community needs, appropriately located to reduce long distance commutes, and appropriately managed to assure long term affordability for Eagle County's workforce.

**Response:** According to a report by California housing data company RealtyTrack, in Eagle County, 138.5% of the average wage was needed to make monthly payments on an average priced home. That is more than Brooklyn, New York (126.3%) and Marin County, California (119.3%).

Nationally, according to RealtyTrack, "assuming a 3% down payment, monthly payments on an average-priced U.S. home – including property taxes, home insurance and private mortgage insurance (PMI) – required 36.5% of the average wage nationwide in the first quarter of 2015. (Ben Miller of the Denver Business Journal 10/2/2015)

Eagle County is a very expensive place to live and the need for the small niche that Crawford Properties, LLC provides is difficult to quantify. We provide a, non-government subsidized, affordable community and have been for over 50 years.

Crawford Properties, LLC started a waiting list in December, 2015, and currently have a list of 46 people. It is mostly families looking for anything available, but more for rent than for sale. We have decided to make all 46 units 2 and 3 bedroom rentals. 6 of these rental units will be deed restricted per Eagle County Affordable Housing Guidelines.

Rental market conditions in the El Jebel area are at 100% occupancy. We have people coming in to rent an apartment that they have heard might be coming available before we have heard anything about the tenants moving out. Our last vacant rental was a two-bedroom apartment in August of 2013. That unit was requested before the tenants provided notice us they were moving out.

The Affordable Housing Plan is attached as an Exhibit.

#### 5.1.4. Infrastructure and Services

Goal: Eagle County's infrastructure and community services support all present and future community needs and encourage efficient travel, healthy lifestyles, a stable economy and the preservation of environmental quality.

**Response:** The Project allows for the accommodation of sensible growth in a strategic location that is supported by significant existing infrastructure and services, and will add considerably to the stock of attainable and affordable housing options for local residents and the workforce. With the understanding that local populations are projected to increase, it is prudent to plan for that growth in locations that are supported by existing infrastructure, services, public transit, and are located near employment centers. The Project is ideally located to meet the demands of a growing population.

The Affordable Housing Plan is attached as an Exhibit.

#### 5.1.5. Water Resources

Goals:

- 1) Source water in Eagle County is protected, and contributors of surface and ground water pollution are identified and eliminated to the fullest extent possible.
- 2) Sufficient domestic water is available to all developed areas so long as requirements for maintaining healthy natural riparian and aquatic ecosystems are being met.

**Response:** This project will tie into existing Mid-Valley Metro District Infrastructure for both water and sanitary sewer. To the north west there is an existing 8" waterline stubbed out and capped at the east edge of Blue Lake subdivision. There is also a 12" waterline stubbed out south west of the site at the intersection of El Jebel Road and Favre Lane near Wendy's.

An 8" waterline will serve the new mobile home park and continue through the site to the southwest to tie into the existing 12" water line, near Wendy's, providing a loop as an upgrade to the existing water infrastructure near Blue Lake. There is an existing pressure reducing valve (PRV), located 0.5 miles west on JW Drive, which reduces the pressure within the Blue Lake subdivision. MVMD is removing the PRV and paying to install residential PRV's in the 150 homes that would be

affected by the increase in pressure. Removing the PRV and creating loop in the water system will allow the proposed water infrastructure for the project to create the loop from Wendy's to Blue Lake, which will increase flow, pressure, and redundancy of the project.

A water model of the proposed infrastructure in conjunction with MVMD's existing water system was recently modeled by SGM to verify that adequate pressure and fire flow will be achieved. In addition to the proposed infrastructure and MVMD's existing system, the Crawford Mobile Home Park has an existing public water system that is adjacent to the site. This existing system will remain in place to serve the existing mobile home park but will add redundancy as a second water system if there are ever any problems.

Raw water will be provided from a lateral of the Robinson Ditch located adjacent to the project. A raw water irrigation system will be constructed throughout the development as part of this project. The water rights for the raw water system are owned by Crawford Properties, LLC and the raw water irrigation system will be privately owned and maintained by Crawford Properties, LLC.

For additional information, the Engineering Narrative prepared by SGM is attached as an Exhibit.

#### 5.1.6. Wildlife Resources

Goal: Preserve and/or enhance the quality of wildlife habitat, and the vitality of wildlife populations in Eagle County.

**Response:** The El Jebel Mobile Home Park Expansion area is dominated by disturbed property that is largely vacant. There are no significant terrestrial or aquatic animal life habitats in this area. Off-site riparian animal habitat will not be affected by the proposed Project.

#### 5.1.7. Sensitive Lands

Goal: Development in Eagle County avoids or fully mitigates impacts to sensitive lands. Open space is preserved to the greatest degree possible, and scenic quality and cultural resources are protected.

**Response:** The El Jebel Mobile Home Park Expansion area is dominated by disturbed property that is largely vacant. The Project site is not readily visible from many other locations due to surrounding development. Some portions of the site may be visible from Highway 82 through Eagle Crest Nursery. The inclusion of street tree plantings within the Project will help it fit in with the existing development in the El Jebel area. There is no proposed ridgeline or hillside development within the El Jebel Mobile Home Park Expansion.

#### 5.1.8. Environmental Quality

Goals:

- 1) Air quality, ambient noise levels and the quality of the night sky in Eagle County are preserved at levels appropriate to a modern mountain community.
- 2) Eagle County is recognized as a leader in promoting energy efficiency and conservation.

**Response:** The subject site will not cause any harmful nuisance to the surrounding public. The development is residential and therefore not expected to produce any toxic substances, odors, particulate matter, fumes and gas under normal circumstances. Wood burning devices are prohibited in this development, and the project will adopt “dark night sky” principles of lighting.

Lighting technical specifications are attached as an Exhibit.

Based on the size of the subject site and minimal earthwork expected to be conducted, this project is not expected to significantly degrade air quality in the area. Measures will be taken during construction of the project that may contribute to dust leaving the site. Regular monitoring and subsequent watering of bare ground will be conducted if needed, as well as employing temporary and/or rapid revegetation practices during site improvements.

The air quality impacts of new residents will also be mitigated partially through the pedestrian-oriented design of the project and the easily accessible Bus Rapid Transit station, which will serve to reduce air quality impacts as compared to a more conventional housing development.

The system for rating the efficiency of the manufactured homes shall be based on the “ENERGY STAR Certified Manufactured Home” program. An ENERGY STAR certified manufactured home is a home that has been designed, produced and installed by the home manufacturer to meet ENERGY STAR requirements for energy efficiency.

For additional information, the Engineering Narrative and Drainage Report prepared by SGM are attached as Exhibits.

#### **5.1.9. Future Land Use Map**

Goal: Future Land Use Maps are valuable tools, developed through community input, that help guide development in Eagle County.

**Response:** The Project as planned in alignment with the recommendations of the MVACP, especially priorities for affordable workforce housing. There are significant benefits to development of the Project to be consistent with the MVACP, foremost being that it represents the realization of the community’s collective vision for future land use. The Project allows for the accommodation of sensible growth in a strategic location that is supported by significant existing infrastructure and services, and will add considerably to the stock of attainable and affordable housing options for local residents and the workforce.

The Affordable Housing Plan is attached as an Exhibit.

#### **5.2. Compatibility**

The Special Use is generally compatible with the existing and currently permissible future uses of adjacent land and other substantially impacted land, services, or infrastructure improvements.

**Response:** The expansion of the El Jebel Mobile Home Park has been designed for compatibility with adjoining land uses including the existing mobile home park in order to minimize potential land use conflicts. The Project allows for the accommodation of sensible growth in a strategic location that is supported by

**significant existing infrastructure and services, and will add considerably to the stock of attainable and affordable housing options for local residents and the local workforce.**

**The Affordable Housing Plan is attached as an Exhibit.**

### **5.3. Zone Districts Standards**

The proposed Special Use shall comply with the standards of the zone district in which it is located and any standards applicable to the particular use, as identified in Section 3-310, Review Standards.

**Response: The parcel is a legally subdivided 114.4-acre parcel in the RSM Zone District that will comply with the following dimensional limitations:**

**Maximum Floor Area Ratio: No limitation**

**Minimum Front Yard Setback: Arterial Street: 50', Collector Street: 50', Local Street: 25'**

**Minimum Rear Yard Setback: The greater of 12.5' or half the height of the tallest building on the lot.**

**Minimum Side yard Setback: The greater of 12.5' or half the height of the tallest building on the lot.**

**Minimum Stream Setback: 75'**

**Maximum Height: Residential 35', All other uses: 40'.**

### **5.4. Design Minimizes Adverse Impact**

The design of the proposed Special Use shall reasonably avoid adverse impacts, including visual impacts of the proposed use on adjacent lands including trash, traffic, service delivery, parking and loading, odors, noise, glare, and vibration, or otherwise create a nuisance.

**Response: The proposed land uses within The El Jebel Mobile Home Park Expansion are not expected to produce any abnormal toxic or noxious substances, odors, smoke, dust, particulate matter, fumes, gas, steam, glare, heat, wastes, vibration, or artificial light. The Project will adopt "dark night sky" principles for lighting.**

**Lighting technical specifications are attached as an Exhibit.**

**The proposed residential Project is not projected to have major adverse effects on seasonal ambient air quality or visibility. Wood burning devices within the proposed Project are prohibited. Some percentage of residents of the Project may be new residents to the area. The air quality impacts of additional residents will be mitigated partially through the pedestrian-oriented design of the project, easily accessible to the Bus Rapid Transit station, which will serve to reduce air quality impacts as compared to a more conventional housing development.**

**The Project site is not readily visible from many other locations due to surrounding development. Some portions of the site may be visible from Highway 82 through Eagle Crest Nursery. The inclusion of street tree plantings within the Project will help it fit in with the existing development in the El Jebel area. There is**

no proposed ridgeline or hillside development within the El Jebel Mobile Home Park Expansion.

The Project is planned to coincide with the development of the El Jebel Road Roundabout that is being partially funded by Crawford Properties, LLC for its future development projects. The roundabout, traffic patterns, connecting roads, and intersections have been designed to accommodate the traffic associated with the Project. Eagle County Engineer Eva Wilson determined at the Pre-Application Conference that the traffic volumes associated with the Project will not warrant a traffic study.

Crawford Properties, LLC maintains regular office hours to help its residents with parking and loading, deliveries, and any difficulties associated with potential nuisances.

#### 5.5. Design Minimizes Environmental Impact

The proposed Special Use shall minimize environmental impacts and shall not cause significant deterioration of water and air resources, wildlife habitat, scenic resources, and other natural resources.

**Response:** The proposed residential Project is not projected to have major adverse effects on seasonal ambient air quality or visibility. Wood burning devices within the proposed Project are prohibited. Some percentage of residents of the Project may be new residents to the area. The air quality impacts of additional residents will be mitigated partially through the pedestrian-oriented design of the project, easily accessible to the Bus Rapid Transit station, which will serve to reduce air quality impacts as compared to a more conventional housing development.

Detailed erosion control and construction plans will guide development of the site during construction, with a goal of minimizing particulate matter (fugitive dust) emissions from the project site. New construction will require dust control, and storm water permitting will require facilities to remove mud from vehicles before they track mud onto local roads. Other measures will include regular monitoring and subsequent watering of bare ground, and employing temporary and/ or rapid revegetation practices throughout the duration of site improvements

Erosion control devices will be installed to control runoff and sediment from the El Jebel Mobile Home Park Expansion. For additional information on these erosion control devices, refer to the Drainage Report prepared by SGM that is attached as an Exhibit.

The El Jebel Mobile Home Park Expansion area is dominated by disturbed property that is largely vacant. There are no significant terrestrial or aquatic animal life habitats, designated wetlands, or riparian areas in the Project area. Off-site riparian animal habitat will not be affected by the proposed Project.

For additional information, the Engineering Narrative and Drainage Report prepared by SGM are attached as Exhibits.

## 5.6. Impact on Public Facilities

The proposed Special Use shall be adequately served by public facilities and services, including roads, pedestrian paths, potable water and wastewater facilities, parks, schools, police and fire protection, and emergency medical services

**Response: The Project will not have a significant adverse effect on the capability of local governments affected by the Project to provide services, or exceed the capacity of service delivery systems. Service providers for the Project include:**

- Domestic Water – Mid Valley Metropolitan District
- Sewer - Mid Valley Metropolitan District
- Raw Water – Robinson Ditch water rights owned by developer
- Natural Gas – Source Gas
- Electricity – Holy Cross Energy
- Telephone – CenturyLink
- Broadband – Comcast
- Police – Eagle County Sheriff
- School – RE1 School District
- Fire – Basalt & Rural Fire Protection District (B&RFPD)
- Public Transit – Roaring Fork Transportation Authority (RFTA)

Each service provider listed will have the opportunity to review the application for the El Jebel Mobile Home Park Expansion Special Use Permit as a referral agency.

As noted in the list above, the Project is to be served by the Eagle County Sheriff. It is the understanding of Crawford Properties, LLC that there is an informal agreement in place between the Eagle County Sheriff and the Basalt Police department for shared responsibility in responding to calls in the El Jebel area. Both the Eagle County Sherriff and Basalt Police Department will review the El Jebel Mobile Home Park Expansion Special Use Permit as a referral agency.

Each utility service provider has provided a letter confirming their capacity and ability to serve El Jebel Mobile Home Park Expansion, which may be found as an Exhibit under Utility Service Letters.

Short and long-term housing solutions will be enhanced by the Project, due to the inclusion of affordable units. These residential units have been planned so that they will improve the available stock of locally-oriented affordable and attainable housing.

Crawford Properties, LLC will provide pedestrian access to the existing pedestrian underpass that services RFTA's Bus Rapid Transit Stations within ¼ - ½ mile of the Project.

## 5.7. Site Development Standards

### 5.7.1 Off-Street Parking and Loading Standards

Off-Street Parking Required. All uses shall be required to provide that number of off-street parking spaces which complies with the standards set forth in Table 4-120, "Minimum Off-Street Parking Standards For Each Use".

**Response:** Each mobile home space shall contain a minimum of three (3) paved off-street parking spaces, plus one (1) guest parking space for use by automobiles.

In addition to meeting the Number of Required Parking and Loading Spaces these spaces will meet the General Standards for Parking and Loading Areas and the Design Standards for Parking and Loading Areas

#### 5.7.2 Landscaping and Illumination Standards

Purpose. The purpose of this Division is to provide standards for landscaping, water conservation relative to landscaping, and illumination of development within unincorporated portions of Eagle County, so as to maintain and enhance the character of residential neighborhoods, commercial centers and industrial areas.

**Response:** A landscape plan is provided in this Application that addresses the standards in Section 4-230. Landscaping Design Principles, Standards and Materials.

All areas disturbed during construction will be revegetated according to the following criteria. During construction, erosion, which may pose a threat to surrounding properties or waterways will be contained through the use of temporary erosion control measures.

Revegetation of disturbed areas shall commence in the fall, prior to the first major snowfall, or early spring if site conditions allow.

Exposure of soil to erosion by removal or disturbance of vegetation shall be limited to the area required for immediate construction operations and for the shortest practical period of time.

All disturbed areas shall be seeded and mulched per Eagle County standards with the seed mix provided on the Landscape Plan or an approved equal.

All topsoil shall be salvaged from disturbed areas, stockpiled and re-spread prior to revegetation. Topsoil should not be re-spread on areas of the site proposed for future building. The finished soil surface shall be left in an irregular, scarified condition that maximizes moisture retention on the slope.

Seed shall be hydraulically applied and followed by application of hydraulically applied mulch or straw. Straw mulch shall be secured in place with a hydraulically applied tackifier.

All lighting that may be considered will comply with the following illumination guidelines:

Exterior illumination shall not cast glare directly onto adjacent properties. Streetlights used for illumination of public ways will be 20 feet or less in height. Outdoor lighting used for decorative effects (architectural illumination, flag and monument lighting, illumination of trees, bushes, etc.) will be located, aimed, or shielded so as to minimize stray light trespassing across property boundaries.

Lighting technical specifications are attached as an Exhibit.

### 5.7.3 Sign Regulations

The purpose of this Division is to provide a comprehensive system of reasonable, effective, consistent, content-neutral and non-discriminatory standards for signs. These standards control the construction, size, type, location and maintenance of signs and sign structures within the unincorporated portions of Eagle County.

**Response: The only signage proposed for the El Jebel Mobile Home Park Expansion is traffic signage per the attached plan provided by SGM. Any additional signage that may be considered will comply with the Eagle County Sign Regulation Standards.**

A signage plan prepared by SGM is attached as an Exhibit.

### 5.7.4 Natural Resource Protection Standards

- **Wildlife Protection**

Purpose. As natural land and native wildlife habitat is developed for human use, the need to minimize the negative impact of humans on wildlife and their habitat increases. The purpose of the Wildlife Protection Section is to protect and maintain wildlife in Eagle County and minimize the risk of dangerous interaction between humans and wildlife. This is done through the development review process whereby potential wildlife habitat is identified and appropriate avoidance, minimization and/or impact mitigation techniques are suggested that will sufficiently protect the wildlife species and their habitats.

**Response: The El Jebel Mobile Home Park Expansion area is dominated by disturbed property that is largely vacant. There are no significant terrestrial or aquatic animal life habitats in this area. Off-site riparian animal habitat will not be affected by the proposed Project.**

#### 5.7.4.1 Development in Areas Subject to Geologic Hazards

There are certain types of lands in Eagle County that have the potential to pose hazards to human life and safety and to property due to their geologic characteristics. These lands include, but are not limited to, avalanche hazard areas, rockfall hazard areas, landslides, debris fans, talus slopes, areas containing expansive soils and rocks, and areas susceptible to ground subsidence. Development in certain of these hazard areas also has the potential to cause significant impacts on the environment, including loss of soil and vegetation cover, which can cause increased runoff and consequent erosion and sedimentation.

**Response: A Preliminary Geotechnical Engineering Study was completed for the Project by HP Geotech and is attached as an Exhibit. The subsurface conditions at the site were evaluated by excavating five exploratory pits. The subsoils encountered, below about 6 inches of topsoil, consist of silty sandy gravel with cobbles. Results of a gradation analysis performed on a sample of sandy gravel (minus 5 inch fraction) obtained from the site are presented in the report. No free water was observed in the pits at the time of excavation and the soils were slightly moist to moist.**

#### 5.7.4.2 Development in Areas Subject to Wildfire Hazard

There are certain regions of Eagle County that have the potential to pose hazards to human life and safety and to property because they can be threatened by wildfire. These regulations are intended to provide standards to reduce or minimize the potential impacts of wildfire hazards on properties, the occupants of properties and the occupants of adjacent properties, as well as to facilitate access to manmade structures by firefighters in the event of a wildfire. Development should attempt to avoid high and extreme wildfire hazard areas whenever possible.

**Response: The Project is located on vacant land in a Low Wildfire Hazard Area. MVMD's existing water system will be extended to provide water for fire protection service to the Project. A water model of the proposed infrastructure in conjunction with MVMD's existing water system was recently modeled by SGM to verify that adequate pressure and fire flow will be achieved. The water model showed the proposed waterline layout in this submittal will provide the minimum fire flows. In addition to the proposed infrastructure and MVMD's existing system, the Crawford Mobile Home Park has an existing public water system that is adjacent to the site. This existing system will remain in place to serve the existing mobile home park, but will add redundancy as a second water system if there are ever any problems.**

For additional information, the Engineering Narrative prepared by SGM is attached as an Exhibit.

#### 5.7.4.3. Wood Burning Controls

It is the intent of the Board of County Commissioners to enact reasonable regulations to control pollution caused by wood smoke for the purpose of improving the air quality, aesthetic features and economy of Eagle County.

**Response: The proposed residential Project is not projected to have major adverse effects on seasonal ambient air quality or visibility. Wood burning devices within the proposed Project are prohibited.**

#### 5.7.4.4. Ridgeline Protection

The purpose of the Ridgeline Protection Section is to preserve and maintain the County's scenic aesthetic resources as viewed from certain roadway corridors that are important to the character and economy of Eagle County. This is accomplished by the establishment of ridgeline areas within which the location and design of new development or redevelopment is reviewed to maintain and preserve the natural appearance of the mountain skyline by avoiding penetration or interruption of the natural skyline.

**Response: The Mobile Home Park expansion proposes no structures on any ridgeline.**

### 5.7.5 Improvements Standards

The proposed Special Use shall comply with the appropriate standards in Article 4, Section 4-6, Improvement Standards.

#### 5.7.5.1. Roadway Standards

Intent. The intent of these standards is to promote and provide a system of county roads that blend with and fit the mountainous terrain and environment of Eagle County and, outside of the primary arterial corridors in the County, to protect the country road ambience enjoyed and desired by residents and visitors alike, and to allow for maximum creativity of the designer in achieving these goals. These standards provide the designer the means of designing and constructing or reconstructing improvements and other infrastructure that offers maximum convenience to the user at minimum cost, both initially at the time of construction and in the future during maintenance, while also providing for basic safety and functional needs to ensure adequate access to all properties for fire, police and other vital services, on a system of roads that is experiencing increasing use.

**Response:** El Jebel Road and J.W. Drive are the local roads accessing The El Jebel Mobile Home Park Expansion. The Project is planned to coincide with the development of the El Jebel Road Roundabout that is being partially funded by Crawford Properties, LLC for its future development projects. The roundabout, traffic patterns, connecting roads, and intersections have been designed to accommodate the traffic associated with the Project. Favre Lane will be extended from El Jebowl to J.W. Drive as a collector road for the Project and 20' alleys will serve each of the units. Eagle County Engineer Eva Wilson determined at the Pre-Application Conference that the traffic volumes associated with the Project will not warrant a traffic study. Crawford Properties, LLC, will maintain all roads within the Project.

#### 5.7.5.2. Sidewalk and Trail Standards

Trails Standards. The Trail Standards shall apply to any trails or paths required by the Board of County Commissioners through development approval.

**Response:** A public pedestrian and bicycle trail network has been designed into the Project to promote healthy living and to minimize the need for motorized transportation and provide safe connections to RFTA's Bus Rapid Transit stations that are adjacent to the Project, to the El Jebel commercial core, and to a future elementary school site adjacent to Blue Lake.

#### 5.7.5.3. Irrigation System Standards

Surface Water Rights. If there are surface water rights appurtenant to lands proposed to be developed, utilizing an irrigation system, the applicant shall provide evidence of compliance with the requirements of applicable Colorado Law.

Irrigation Water. If irrigation water is to be made available in a development, it shall be the responsibility of the applicant to install an acceptable delivery system. The applicant and irrigation ditch owner shall collaborate on any necessary improvements to the ditch or attendant structures prior to final approval of the development. Such improvements

shall be considered public improvements and shall be collateralized, constructed and subject to the terms and conditions of the other public improvements in the development.

**Response:** There are surface water rights from the Robinson ditch that currently serve portions of the 144.4-acre parcel where the Project is to be located. Irrigation within the Project will be accomplished using these surface water rights. An irrigation water supply system will be designed to distribute irrigation water to the Project. Irrigated areas for each mobile home will be minimal and will not require extensive irrigation. Drip irrigation will be utilized wherever possible to minimize the evaporative loss of water from spray irrigation systems and to distribute water on a low flow basis to specific plant locations.

#### 5.7.5.4 Drainage Standards

Land development, particularly increased impervious surface area, has been shown to degrade water quality and alter natural hydrology. The standards of this section are intended to minimize the likelihood and extent of flooding and environmental damage from uncontrolled urban runoff.

**Response:** Based on the proposed landscape plan, all post-developed runoff is expected to be contained by landscape areas, throughout the site and on each lot, comprised of pervious material. The preliminary geotechnical report indicated existing conditions of the site to be 1 ft. or less of topsoil comprised of organic silty sand and gravel. The layer underneath the topsoil is comprised of gravel and cobbles; sandy, slightly silty, dense, light brown and rounded rocks which is a free draining material.

Therefore the runoff for the majority of the site is expected to permeate sub-surface into the existing groundwater table. During the 100-year storm event, runoff from the project site will be self-contained and have no impact on the Roaring Fork River or any other surface waters.

For additional information, the Drainage Report prepared by SGM is attached as an Exhibit.

#### 5.7.5.5 Excavation and Grading Standards

The purpose of these requirements is to safeguard life, limb, property and the public welfare by regulating grading on private property.

**Response:** Upon an application for building permit, the applicant agrees to follow Eagle County Excavation and Grading Standards for all development that will occur. Prior to construction, grading permits will be obtained from Eagle County.

#### 5.7.5.6. Erosion Control Standards

Siltation of rivers and other water bodies is a leading cause of water quality impairment in rivers and lakes. The purpose of these requirements is to minimize the water quality impacts resulting from land development and other land disturbing activities.

**Response:** Erosion control devices will be installed to control runoff and sediment from the El Jebel Mobile Home Park Expansion. For additional

**information on these erosion control devices, refer to the Drainage Report prepared by SGM that is attached as an Exhibit.**

#### **5.7.5.7. Utility and Lighting Standards**

Easements acceptable to the utility provider shall be shown on the plat and construction plans, in compliance with the utility provider's design standards.

Street Lighting. The applicant shall provide street lighting for all development in the Residential Suburban Low Density (RSL), Residential Suburban Medium Density (RSM), Residential Multi-Family (RMF), Commercial Limited (CL), Commercial General (CG), and Industrial (I) zone districts. The applicant shall also comply with the standards for illumination contained in Section 4-250, Illumination Standards, as applicable

**Response: Easements acceptable to the utility providers will be provided in compliance with the utility provider's design standards. Each utility service provider has provided a letter confirming their capacity and ability to serve El Jebel Mobile Home Park Expansion, which may be found as an Exhibit under Utility Service Letters.**

**For additional information, the Engineering Narrative prepared by SGM is attached as an Exhibit.**

**Exterior illumination shall not cast glare directly onto adjacent properties. Streetlights used for illumination of public ways will be 20 feet or less in height. Outdoor lighting used for decorative effects (architectural illumination, flag and monument lighting, illumination of trees, bushes, etc.) will be located, aimed, or shielded so as to minimize stray light trespassing across property boundaries.**

**Lighting technical specifications are attached as an Exhibit.**

#### **5.7.5.8. Water Supply Standards**

Potable Water Supply. Potable water supply shall be made available to all platted lots and other developments.

Fire Fighting Facilities. The developer shall provide fire hydrants, water tanks, cisterns and/or dry hydrants within the development capable of providing a fire fighting water supply. Such hydrants, water tanks, cisterns and/or dry hydrants shall be of the type, size and number, and shall be installed in locations as specified in Section 4.430.E.1.a, Water Supply of these Land Use Regulations, or as may be alternatively approved by the Local Fire Authority Having Jurisdiction.

**Response: This project will tie into existing Mid-Valley Metro District Infrastructure for both water and sanitary sewer. To the northwest there is an existing 8" waterline stubbed out and capped at the east edge of Blue Lake subdivision. There is also a 12" waterline stubbed out south west of the site at the intersection of El Jebel Road and Favre Lane near Wendy's.**

**An 10" connection will be made at the east edge of the Blue Lake subdivision and will be reduced to an 8" loop to serve the new mobile home park. Another 10" connection will tie into the existing 12" water line near Wendys and connect to the 8" loop at the mobile home park site. Creating a loop will provide an**

upgrade to the existing water infrastructure near Blue Lake.

There is an existing pressure reducing valve (PRV), located 0.5 miles west on JW Drive, which reduces the pressure within the Blue Lake subdivision. MVMD is removing the PRV and paying to install residential PRV's in the 130 homes that would be affected by the increase in pressure. Removing the PRV and creating a loop in the water system will allow the proposed water infrastructure for the project to create the loop from Wendy's to Blue Lake, which will increase flow, pressure, and redundancy of the project.

A water model of the proposed infrastructure in conjunction with MVMD's existing water system was recently modeled by SGM to verify that adequate pressure and fire flow will be achieved. The water model showed that the proposed waterline layout in this submittal will provide the minimum fire flow requirements including: 1,500 GPM fire flow and an available fire flow of 4,000 GPM at a minimum pressure of 20 PSI.

In addition to the proposed infrastructure and MVMD's existing system, the Crawford Mobile Home Park has an existing public water system that is adjacent to the site. This existing system will remain in place to serve the existing mobile home park but will add redundancy as a second water system if there are ever any problems.

Raw water will be provided from a lateral of the Robinson Ditch located adjacent to the project. A raw water irrigation system will be constructed throughout the development as part of this project. The water rights for the raw water system are owned by Crawford Properties, LLC and the raw water irrigation system will be privately owned and maintained by Crawford Properties, LLC.

For additional information, the Engineering Narrative and Plans prepared by SGM is attached as an Exhibit.

#### 5.7.5.9. Sanitary Sewage Disposal Standards

Sanitary Sewage Disposal System Required. No lots shall be platted and no development shall be permitted unless an economical and reliable method of disposal of sanitary sewage is available to that lot or development.

Onsite wastewater disposal systems will be designed to meet Eagle County's sanitary sewage disposal standards.

**Response:** The sanitary sewer for this project will connect to the existing 10 inch sanitary sewer interceptor infrastructure, which is located along the north side of JW Drive. Collected wastewater is conveyed to the MVMD Waste Water Treatment Facility about 1 mile west of the project area. The existing plant is permitted for 0.99 million gallons per day (MGD) capacity and is functioning in the 40% capacity range; so there is adequate capacity for this project.

The development will be serviced by two separate gravity 8 inch sewer mains. The flat grades of the project will require two sewer mains and associated connection locations. The first is an existing manhole northwest of the site, located within the Blue Lake Park, which will collect the majority of the wastewater expected from the development. The second will collect wastewater from the five homes furthest

to the north and tie-in to an existing manhole across the street from the Basalt Fire Department.

For additional information, the Engineering Narrative prepared by SGM is attached as an Exhibit.

### 5.7.6. Impact Fees and Land Dedication Standards

#### 5.7.6.1. School Land Dedication Standards

Formulas. Pursuant to Section 30-28-133(4)(a), C.R.S., 1973, as amended, the subdivider of land in each residential subdivision or portion of a subdivision intended for residential use shall allocate and convey sites and land areas for schools, when such are reasonably necessary to serve the proposed subdivision and the future residents thereof, as determined by Eagle County, based upon the School District's long range capital plan and evidence of the impact of the subdivision on the District, by applying the formulas set forth herein.

**Response:**

Number of units x 0.0025 = dedication requirement in acres = 46 x .0025 = .115 acres

Value of 1 acre (undeveloped) is \$240,000± = \$240,000 x .115 = \$27,600.

#### 5.7.6.2. Road Impact Fees

Intent. This Regulation is intended to implement and be consistent with the Transportation Plan, Road Capital Improvement Plan (CIP), Road Impact Fee Study, the Eagle County Master Plan, and the master plans of Participating Municipalities.

Purpose. This purpose is accomplished in this Regulation by the establishment of a system for the imposition of road impact fees to assure that new development contributes its proportionate share of the cost of providing, and benefits from the provision of, Road Capital Improvements identified as needed to be built in the Road CIP.

**Response:**

Single-Family Detached, fee per dwelling unit = \$4,378

\$4,378 x 40 units\* = \$175,120

\*The Applicant requests a Road Impact Fee Waiver for the proposed six (6) deed restricted affordable housing units.

The Affordable Housing Plan is attached as an Exhibit.

## 6. SECTION 4-460E. ENVIRONMENTAL IMPACT REPORT

### 6.1. Overview of Development Proposal

A general statement identifying and describing the proposed development in terms such as site area, numbers of residential units, proposed height and bulk of buildings, building floor area in square feet, and such other data as will contribute to a clear understanding

of the scale of the development. Project boundaries, and boundaries of the area within which environmental impact is likely to be significant shall be shown on a site map.

**Response:** The 46 unit expansion of the Crawford Properties, LLC mobile home park is designed as a transit-oriented, pedestrian friendly, affordable community for local residents. The site design provides safe and easy access to RFTA regional transit and a future Roaring Fork School District elementary school, plentiful parks and open space, and a pedestrian trail network that links the project to the service commercial areas that already exist in El Jebel. The Project is located on a 13.6 acre area of a 144.4 acre parcel that is owned by Crawford Properties, LLC located in the El Jebel area of Eagle County. The 46 units proposed in the Project are an expansion of the existing 298 units in El Jebel Mobile Home Park that is currently owned and operated by Crawford Properties, LLC on adjoining areas of the 114.4 acre parcel. The El Jebel Mobile Home Park Expansion is proposed as an addition to the affordable community that already exists on the property, with access to the services that are currently provided in El Jebel, within  $\frac{1}{4}$  -  $\frac{1}{2}$  of the El Jebel RFTA Bus Rapid Transit station, and within walking distance to a future RFSD elementary school. Project boundaries and plans have been included in other sections of this Application.

#### 6.1.1. Inventory and Analysis

##### 6.1.1.1. Adverse effects which cannot be avoided if the proposal is implemented.

**Response:** The proposed Project will not directly or significantly affect wildlife, native vegetation, water, landforms, air, visual, or noise quality. Reports for each of these areas are addressed under Environmental Topics.

##### 6.1.1.2. Mitigating measures proposed to minimize the impact.

**Response:** As the proposed Project will not directly or significantly affect wildlife, native vegetation, water, landforms, air, visual, or noise quality, no specific mitigation is required for the proposed uses within the El Jebel Mobile Home Park expansion.

##### 6.1.1.3. Possible alternatives to the proposed action.

**Response:** There are no alternatives to be presented for this proposal.

##### 6.1.1.4. Temporary, secondary and cumulative long term effects of the proposal, which either significantly reduce or enhance the state of the environment.

**Response:** No part of this proposed Mobile Home Park expansion will cause significant changes in the environment either temporarily or long term.

##### 6.1.1.5. Irreversible environmental changes resulting from implementation of the proposal.

**Response:** No part of this proposed Mobile Home Park expansion will cause significant changes in the environment either temporarily or long term.

##### 6.1.1.6. How, if applicable, the proposal is part of a large project, which at any future stage may increase impacts.

**Response:** The 46 units proposed in the Project are an expansion of the existing 298 units in the El Jebel Mobile Home Park that is currently owned and operated by Crawford Properties, LLC on adjoining areas of the 114.4 acre parcel. The El Jebel Mobile Home Park Expansion is proposed as an addition to the affordable community that already exists on the property. The 46 units proposed are a 15% increase to the overall density of the existing El Jebel Mobile Home Park. An adjoining 20.4 acre parcel is owned by Crawford Properties, LLC, and future potential impacts will be addressed when plans are developed for this parcel.

## 6.1.2. Environmental Topics to Address

### 6.1.2.1. Hydrologic

Hydrologic - existing surface drainage and watershed characteristics, groundwater and soil permeability characteristics, natural or man-made water features and characteristics (such as streams, wetlands, ponds, etc.) and any potential changes or impacts caused by the development proposal.

**Response:** Existing surface drainage, watershed characteristics, groundwater and soil permeability characteristics, and natural or man-made water features will not be negatively impacted by the Project. Erosion control devices will be installed to control runoff and sediment from the El Jebel Mobile Home Park Expansion. BMPs will be implemented to further reduce sediment and pollutants. For additional information on these BMPs, refer to the Drainage Report prepared by SGM that is attached as an Exhibit.

### 6.1.2.2. Atmospheric

Atmospheric - airshed characteristics, potential emissions, and any potential changes or impacts caused by the development proposal.

**Response:** The proposed residential Project is not projected to have major adverse effects on seasonal ambient air quality or visibility. Wood burning devices within the proposed Project are prohibited. Some percentage of residents of the Project may be new residents to the area. The air quality impacts of additional residents will be mitigated partially through the pedestrian-oriented design of the project, easily accessible to the Bus Rapid Transit station, which will serve to reduce air quality impacts as compared to a more conventional housing development.

### 6.1.2.3. Geologic

Geologic - all land forms (ridgelines, ravines, etc.), slopes, soil characteristics, potential hazards areas, and any potential changes or impacts caused by the development proposal such as landslide, flood, settlement, siltation, avalanche or other.

**Response:** A Preliminary Geotechnical Engineering Study, was completed for the Project by HP Geotech and is attached as an Exhibit. The subsurface conditions at the site were evaluated by excavating five exploratory pits. The subsoils encountered, below about 6 inches of topsoil, consist of silty sandy gravel with cobbles. Results of a gradation analysis performed on a sample of sandy gravel

(minus 5 inch fraction) obtained from the site are presented in the report. No free water was observed in the pits at the time of excavation and the soils were slightly moist to moist.

#### 6.1.2.4. Biotic

Biotic - vegetation and wildlife habitats feeding, breeding, nesting or critical habitats including but not limited to upland, riparian and wetland, and any potential changes or impacts including but not limited to intrusion, obstruction, removal or alteration of vegetation.

**Response:** The El Jebel Mobile Home Park Expansion area is dominated by disturbed property that is largely vacant. There are no significant terrestrial or aquatic animal life habitats in this area. Off-site riparian animal habitat will not be affected by the proposed Project.

#### 6.1.2.5. Wastes, Noise and Odors

Wastes, Noise and Odors - levels and characteristics of any toxic, noxious or abnormal substances, smoke, odors, gas, wastes, steam, dust or other particulate matter.

**Response:** The proposed land uses within The El Jebel Mobile Home Park Expansion are not expected to produce any abnormal toxic or noxious substances, odors, smoke, dust, particulate matter, fumes, gas, steam, glare, heat, wastes, vibration, or artificial light, other than that indicated in Section 3.13 – Air Quality. Wood burning devices are prohibited within the Project, and the Project will adopt “dark night sky” principles of lighting.

Lighting technical specifications are attached as an Exhibit.

#### 6.1.2.6. Visual

Visual - views and scenic values, and any potential changes, impacts, or marked contrasts that would affect the scenic area or resource.

**Response:** The Project site is not readily visible from many other locations due to surrounding development. Some portions of the site may be visible from Highway 82 through Eagle Crest Nursery. The inclusion of street tree plantings within the Project will help it fit in with the existing development in the El Jebel area. There is no proposed ridgeline or hillside development within the El Jebel Mobile Home Park Expansion.

#### 6.1.2.7. Circulation and Transportation

Circulation and Transportation - volumes and traffic flow patterns, transit service needs, alternative transit systems and potential changes or impacts.

**Response:** The Project is planned to coincide with the development of the El Jebel Road Roundabout that is being partially funded by Crawford Properties, LLC for its future development projects. The roundabout, traffic patterns, connecting

roads, and intersections have been designed to accommodate the traffic associated with the Project.

Eagle County Engineer Eva Wilson determined at the Pre-Application Conference that the traffic volumes associated with the Project will not warrant a traffic study.

## **7. EXHIBITS**

- 7.1. Certified Boundary Survey**
- 7.2. Existing Conditions/Topography Map**
- 7.3. Pre-Application Conference Letter**
- 7.4. Utility Service Letters**
- 7.5. Preliminary Geotechnical Engineering Study**
- 7.6. Lighting Technical Specification**
- 7.7. Affordable Housing Plan**
- 7.8. Engineering / Drainage Reports & Preliminary Engineering Plans**

## 7.7. Affordable Housing Plan

**Crawford Properties, LLC**  
**Special Use Permit Application**  
**for**  
**Expansion of the El Jebel Mobile Home Park**  
*Affordable Housing Plan*  
Prepared March 9, 2016

1. Total amount of square footage in the residential development.

The Crawford Properties, LLC Mobile Home Park Expansion will be comprised of a mix of two and three bedroom manufactured home rental units. A total of 46 rental units are proposed with the following approximate square footages:

8 two-bedroom rental units of approximately 1,030 sq. ft. each =  
8,240 sq. ft.

38 three-bedroom rental units of approximately 1,280 sq. ft. each =  
48,640 sq. ft.

**Total approximate square footage of rental units in the mobile home park expansion = 56,880 sq. ft.**

2. Total number of Market Rate units and Affordable Housing units.

**The development will contain 40 Market Rate rental units and 6 Affordable Housing rental units of which three will be 3-bedroom units and three will be 2-bedroom units.**

3. Details regarding how the Guidelines will be met, including units types, square footage, number of bedrooms per unit, targeted income category, and initial sales prices;

**The proposed Residential Development will be 100% rental housing. Crawford Properties LLC began a waitlist from inquiries for rental housing in December of 2015. The list continues to grow and currently contains 74 requests for available rental property. Rental market conditions in the El Jebel area are at 100% occupancy, and the last vacant rental Crawford Properties LLC saw was in August of 2013. While this is not an official market analysis, it reflects an accurate need for rental housing in the El Jebel area. As part of a commitment to provide affordable rental housing, the Applicant is requesting the Project be given a 2.0x credit of the total residential units required as Affordable Housing mitigation. With a 2.0x credit the total number of Affordable Housing units will be six (12.5% of 46 units), of which three will be 3-bedroom units and three will be 2-bedroom units.**

**The targeted income category for each Affordable Housing rental unit will be 80% of the area median income. A rental cap will be applied to the six Affordable Housing rental units that will cap rent plus utilities at no more than 30% of the income for households earning 80% of the area median income. The targeted income category for each Market Housing rental unit will be 100% of the area median income.**

4. Total Square Footage of any Commercial Development, number of employees generated from the development, wage information regarding the jobs being generated;

**No Commercial Development is proposed as part of this Project.**

5. Average lot size of proposed Affordable Housing and average lot size of Market Rate housing units, as applicable;

**Each modular home space shall contain a minimum of 5,000 square feet as required in the Eagle County Land Use Regulations Section 3-310.Y.4 Standards for New Mobile Home Parks or Additions to Existing Parks. Affordable Housing and Market Rate housing spaces will be approximately the same size.**

6. Location of proposed Affordable Housing within the Project, by unit type and size;

**Crawford Properties, LLC will provide three 2-bedroom Affordable Housing rental units and three 3-bedroom Affordable Housing rental units within the mobile home park expansion area at all times. These units will be intermixed within the Project.**

7. Proposed production schedule of Affordable Housing and Market Rate units, including issuance of building permits or other acceptable triggers;

**The Applicant will begin the Project with the construction of all infrastructure in a single phase. Once that is complete the modular units will all be installed over the time period of one summer. The Affordable Housing units will be installed concurrently with the Market Rate units.**

8. Concept for marketing to Households that may be eligible for the Affordable Housing;

**Crawford Properties LLC began a waiting list from inquiries for rental property in December of 2015. Without advertising, this list**

continues to grow and currently contains 74 requests for available rental property. The plan will be to maintain a list of people interested in rental property, and provide housing for as many of those interested as possible.

- 9. Any proposed alternative methods of compliance with these Guidelines; and

**There are no proposed alternative methods of compliance for this Project.**

- 10. Any other relevant information.

**Table 6.2 – Maximum Monthly Rental Rates**

<b>Table 6.2 - Maximum Monthly Rental Rates</b>						
HUD Release Date March 2015						
		Unit Size				
		Studio	1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm
<b>Income Limits</b>	140%	\$ 2,114	\$ 2,265	\$ 2,716	\$ 3,138	\$ 3,500
	120%	\$ 1,812	\$ 1,941	\$ 2,328	\$ 2,690	\$ 3,000
	100%	\$ 1,510	\$ 1,618	\$ 1,940	\$ 2,241	\$ 2,500
	80%	\$ 1,208	\$ 1,294	\$ 1,552	\$ 1,793	\$ 2,000
	75%	\$ 1,133	\$ 1,213	\$ 1,455	\$ 1,681	\$ 1,875
	60%	\$ 906	\$ 971	\$ 1,164	\$ 1,345	\$ 1,500
	50%	\$ 755	\$ 809	\$ 970	\$ 1,121	\$ 1,250

All ongoing fees required to be paid by a resident (including but not limited to utilities and mandatory parking fees) must be included within the Maximum Rental Rate.  
Rents based on 1.5 persons per bedroom.



## Memorandum

To: Planning and Zoning Commission  
From: Susan Philp AICP, Planning Director  
Date: March 29, 2016  
Re: Worksession: Our Town Planning – CSC Zoning Amendments

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### **I. Purpose**

The purpose of this Worksession discussion is for the P&Z to continue making progress on the work necessary to adopt new zoning regulations for the Our Town Master Plan properties. This meeting will be a Worksession of the P&Z only as the Council decided at its meeting on March 22<sup>nd</sup> that it made sense for the Council to wait until after the election to discuss the zoning.

### **II. Council Direction to date – *No change since March 15<sup>th</sup> meeting***

The Town Council reviewed the physical model prepared for the Town by Vision Design to show existing and potential buildings on Our Town Planning Parcels at their meeting on February 23, 2016. After explanation from Dylan Johns, P&Z Chair, and discussion, the Town Council then approved Resolution No. 09, Series of 2016. That resolution directed the Zoning Code amendments as the P&Z had presented them at the February 9th Council Worksession and included Option A which directs the P&Z to prepare zoning which would permit 2 ½ stories on the CDC Building Parcel as seen from Two Rivers Road. Resolution No. 09 also directs the P&Z to define volumetric limitations and architectural character for the parcel in sufficient detail to enable the public, developer and owner to have a good understanding of what a successful land use application might include. The Town Council could provide further input on acceptable maximum allowed square footages at any time during the planning or zoning process.

### **III. P&Z Discussion**

The third draft of the amended CSC Zone District will be presented at the P&Z meeting. Don Elliott, Clarion, will be available by phone for the P&Z's discussion. The P&Z will have an opportunity to discuss the changes that have been made since the P&Z's March 15<sup>th</sup> Worksession. A compare document which shows the changes that have been made since the last Worksession and a clean version are attached.

Discussion Items Include:

- Review to see that regulations will work as the P&Z intends them
- Check in on 3<sup>rd</sup> story rules and regulations and maximum setbacks

**IV. P&Z meeting**

Don Elliott will be available by phone to review the changes that have been made and to talk the P&Z through items that will require more discussion.

Attachments

Takeaways from P&Z March 15, 2016 Worksession

Compare Document showing changes from March 15<sup>th</sup> P&Z Meeting

Clean copy of March 25<sup>th</sup> CSC Zone District w/o changes

BCC Parcel Map - for use in reviewing dimensional requirements

## **P&Z March 15, 2016 Work Session (no quorum)**

Present: Chair Dylan Johns and Commissioner Gary Wheeler from the P&Z; Susan Philp and James Lindt, Staff. Tim Belinski also attended.

### **Takeaways from CSC Zoning Discussion**

#### **Conference call with Don Elliott regarding CSC Zone District**

##### Changes to draft CSC zoning language

- Anchor use requirements table has been further clarified, expanded and consolidated
- Dimensional requirements table has also been further clarified
- Site development requirements now is its own section
- Definitions have been added

#### **P&Z Questions/Comments**

Q1 Is this a beneficial zoning option that gets Town where we want to go

A1 We think go. It gives direction to developers about what the Town wants to see consistent with the policies and direction in the Our Town Planning Master Plan Amendment (OTP Master Plan Amendment). It clarifies potential uses for each parcel included in the zone district, along with suggested complimentary uses. The P&Z can have more discussion on this.

Q2: Is the CSC Zone District an elective zone district?

A2: Yes. The plan is that developers will need to request the zoning. They could also request a PUD or a different zone district.

Q3 How does the amended CSC Zone District differ from the C-2 Zone District?

A3 Buildings can be larger in the CSC Zone District than what could be built in the C-2 Zone District. Another difference is that there are additional parking reduction incentives in the CSC Zone District.

Q4 Could the CSC Zone District be applied to parcels outside the Our Town Planning Area?

A4 Not unless they are immediately adjacent to the four parcels included in the OTP Area. The District is to further the policies and direction of the OTP Master Plan amendment. In the future if the Master Plan was amended to include additional areas, then the CSC Zone District could be amended to include that area also.

Q5: Could the current Roaring Fork Mobile Home Park use the CSC Zone District if/when it gets redeveloped?

A5: The Roaring Fork MHP parcel has some major differences that are not addressed in the CSC Zone District or OTP Master Plan amendment. It may be possible to amend the CSC Zone District language in the future to include other parcels. See A4 above.

Q6: Is there a clear definition of a condominium hotel included in this document?

A6: The definition for a condominium hotel is currently included in the definition section of the Town Zoning Code. Staff needs to have further discussions about the requirements for a condominium hotel with Lowe Enterprises. P&Z members presented stated that the emphasis needs to be on the hotel side of the business, not the condominium aspect.

## **Other Conclusions**

### **Anchors – Discontinuation of use**

1. Regarding added language describing what happens if a use discontinues, P&Z members asked that the language be clarified that the new anchor use would need to meet the minimum size requirement.
2. P&Z members wanted an anchor use on each property and requested that the language be struck that allowed consideration of non-anchor uses if an anchor use was discontinued.

### **Building Height**

3. P&Z members thought it was more important to keep the maximum height at 38 feet (plus 4 feet for parking garage) for 2 ½ stories than it was to require variation in roof heights. The P&Z members felt that 38 feet in height was more in character with this portion of Basalt and political realities. Therefore, P&Z members asked that that the additional language in (f) 5 requiring variations in building height be removed.

### **BCC Parcel**

4. Building heights along Two Rivers Road between Midland Avenue and Cottonwood Drive need to avoid the appearance of creating a canyon effect along the street. The Dimensional Requirements table needs to be amended to clarify that building heights do not exceed 2 ½ stories.
5. Clarify that the highest portion of the structure on the BCC parcel is allowed only in the center of the parcel. Buildings or portions of Buildings adjacent to the river or along the roads will allow a maximum of 2.5 stories. Staff and Elliott will refine the language for the Dimensional Requirements table.

### **CDC Parcel**

6. Third floor setback should wrap around the eastern-most side of the east building and along the rear of the building. The Dimensional Requirements table will be adjusted accordingly.
7. Change the maximum setback along Two Rivers Road from 20 to 10 feet. The four-story building could be exempted from this requirement. Staff and Elliott will continue to work on the language for this.

### **General/Other**

8. The danger in trying to lock down all the “what if” scenarios is that, ultimately, nobody will want to come to your party.
9. Regarding the minimum 10% open space requirement, there seemed to be more comfort given that it can be used for pedestrian connections.

10. New development design should exhibit some commonality with the existing historic fabric of Downtown Basalt. Façade treatments will be required to change within a range of 20 to 30 feet.
11. View openings do not necessarily equate to pedestrian openings on the model options. Verbiage should be changed so that all openings are pedestrian openings.
12. Brew Pub/Distillery definition reflects Colorado liquor laws regarding the ratio of entertainment to manufacturing. This is necessary to avoid purely industrial uses.
13. The definition of business incubator use should remain loose.
14. A Makerspace use isn't the same as a business incubator use but they could potentially be co-located. Staff and Elliott will study this to see if changes are advisable.

PROPOSED AMENDMENTS TO CSC ZONE DISTRICT

**Sec. 16-30. CSC Zone District**

(a) Intent and applicability.

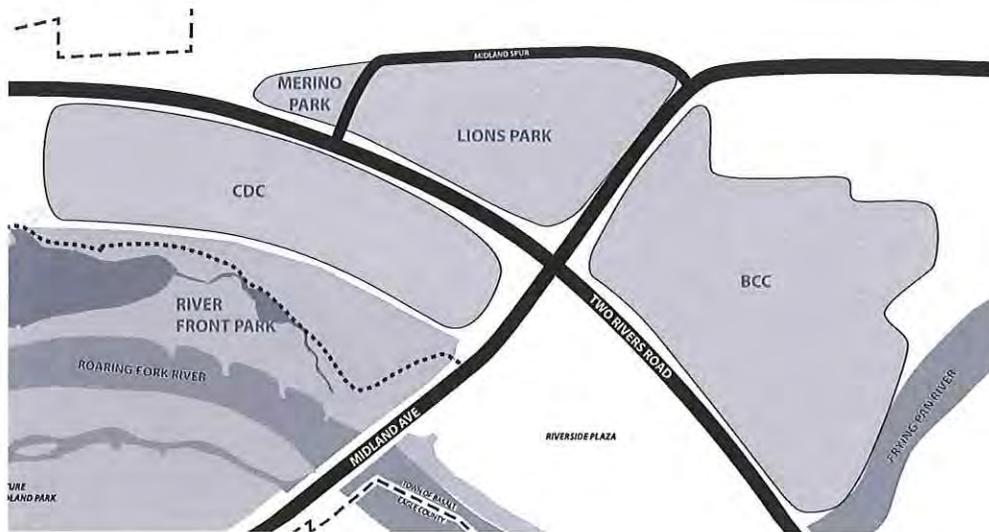
(1) Statement of intent. The intent of the CSC Zone District is to combine the social capital objectives of the Town's Master Plan with the vitality objectives of the C-2 Zone District to produce tailored zoning controls for four key redevelopment parcels in downtown Basalt in order to implement the results of the Our Town downtown planning process. The scale and character of development authorized in this zone district may allow buildings that are larger and more multi-faceted than areas zoned C-2 (Downtown Business) or P (Public).

(2) Applicability.

This district is intended to apply to four specific parcels of land commonly known as:

- a. The CDC parcel;
- b. The BCC parcel;
- c. The Lions Park parcel; and
- d. The Merino Park parcel.

The general boundaries of these 4 parcels are shown on the following map. The exact boundaries of each parcel shall be established at the time the CSC Zone District is applied to that parcel.



(b) Threshold Requirements

(1) Development must be community serving. Since the intent of the CSC Zone District is to encourage social entrepreneurship in the development of community serving commercial projects, new development shall only be permitted to occur in the CSC Zone District if it is determined to be community serving. New development shall be considered to be community serving if it includes an anchor use or uses listed in Subsection 16-30(c)(1) below for the specific parcel indicated, and that anchor use or uses meets the applicable minimum size standard for that use in Subsection 16-30(c)(1) below.

PROPOSED AMENDMENTS TO CSC ZONE DISTRICT

- (2) Qualifying organizations. In order to be eligible for rezoning to the CSC Zone District, the owner of the land to be rezoned must be a non-profit Community Development Organization, a similar non-profit organization where development activities are a stated part of its 501(c)(3) tax status, or a for-profit entity engaged in construction of a building or facility that is a community-serving anchor facility, as listed in Section (c)(1) below. A qualified Community Development Corporation is an entity which satisfies the requirements of Section 16-4 applicable to a "Public non-profit Entity, Community Development Corporation." A for-profit entity may include a group of owners which have agreed to be represented in the entity engaged in constructing the community-serving anchor facility.
- (3) Consistency with Master Plan. In reviewing whether a parcel is appropriate for CSC zoning, the Town will consider the future land use designation, neighborhood typology, and goals and objectives of the then current Master Plan, including but not limited to the Our Town Master Plan amendments.

(c) Permitted uses

(1) Permitted anchor uses.

- a. Subject to Subsections (1)b. and (1)c. below, at least one of the following anchor uses must occur on the CSC Zone District parcels indicated in the table below.

Table 16-30-1: Anchor Use Table					
	CDC Parcel (West)	CDC Parcel (East)	BCC Parcel	Lions Park	Merino Park
Arts Center [1]				●	
Community Housing [2]					●
Brewpub/Distillery [1]	●		●		
Entertainment [3]	●		●		
Grocery Store [3]			●		
Hotel <u>or Condominium</u> Hotel [4]	●		●		
Park/Open Space		●			
Small Business Incubator [2]					●
Sports/Youth Center [1]			●	●	
Town Hall				●	●
Community Center [1]	●		●		
[1] Must contain at least 6,500 sq.ft. of total floor area. [2] Must occupy at least 70% of the occupied total floor area developed on that CSC parcel. [3] Must contain at least 9,000 sq. ft. of total floor area. [4] Must contain at least 40 guest rooms. Includes condominium hotel					

- b. The Town Council may approve an anchor use designated for one CSC parcel as an acceptable anchor use for a different CSC parcel not indicated in the table above, with the exception that no anchor use other than a park or open space shall be designated for the eastern portions of the CDC and Lions Park parcels.
- c. If an approved anchor use begins operation but later discontinues operation for a period of 9 months or more, or if the portion of the building in which the anchor use is located is destroyed by fire or any other cause, the property owner may apply to change the approved anchor use to any other anchor use that meets the minimum size requirements listed in the table above. If the property owner is not able to obtain a substitute anchor use or an

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~~operator for that use, and the property remains vacant for a period of 18 months or more, the property owner may apply to change the use of the property to any other use permitted in the CSC zone district. Any change to a substitute anchor use or another use permitted in the CSC zone district shall require review and recommendation by the Planning Commission following a public hearing, and shall require approval by the Town Council. Any building approved for the original anchor use shall not be considered nonconforming if it is later occupied by a substitute use approved by the Town Council and the provisions applicable to the new building use differ from those for the original anchor use.~~

(2) Required Community Vitality Uses

On each CSC parcel, land uses in the designated Vitality Zone for that parcel are required to be Community Vitality Uses subject to exceptions included in Section 16-29(c) and the design guidelines for buildings included in Section 16-30(d)(7).

(3) Permitted Secondary Uses

The following secondary uses are permitted on each CSC parcel, provided that one or more of the anchor uses designated in the table above (or approved by the Town Council) has already been established on same CSC parcel, or will be established on the same CSC parcel as part of the development containing the permitted secondary use.

- a. An anchor use listed above in table 16-30-1, regardless of whether it satisfies the minimum size requirements, unless prohibited elsewhere by this section (C)(3).
- b. Uses and activities conducted by a government entity or by a public non-profit entity that meets the requirements of Sections 16-4 or 16-21(8) of this Chapter. Such uses include including but not limited to administrative offices and meeting rooms for non-profit and educational oriented organizations, transit facilities, museum, community center, educational facilities, performing arts center, and theater.
- c. Community Vitality Uses as shown on Table 1 in Section 16-29 as Community Vitality Uses (in areas of the parcel other than the designated Vitality Zone).
- d. Other commercial, office and retail uses allowed in the C-2 Zone District.
- e. Fully-deed restricted community housing units meeting the requirements of this Chapter.
- f. Free-market multifamily residential uses (only on BCC and Lions Park parcels) where no unit exceeds 1,400 total square feet.
- g. Makerspace/Craft Industry.
- h. Public parking garage (on the BCC parcel only).
- i. Public or private open space and park uses.
- j. Day care that complies with state requirements regulating day care.
- k. Accessory uses approved pursuant to CSC Development Plan Review Process
- l. Temporary outdoor uses and vendors, subject to the provisions of Chapter 6, Section 6-13 of the Town of Basalt Code.

- (4) Limitations on permitted uses. Through the CSC Development Plan Review process, the Town Council may place reasonable restrictions or limitations on any use or activity in the CSC Zone District. The Town Council may also determine that a specific use is not appropriate based on the intent of the zone district, consistency with the Town Master Plan and compatibility with adjoining areas. The Town Council may establish conditions allowing for subsequent review by the Town Planner or Technical Review Committee to avoid unnecessary additional meetings before the Planning and Zoning Commission and Town Council.

- (d) Dimensional requirements.

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(1) The dimensional requirements applicable to developments within the CSC Zone District shall be established through the CSC Development Plan review process, and shall be subject to the limitations listed in Table 16-30-2, below.

Table 16-30-2: Dimensional Requirements <sup>‡</sup>					
Dimension	Standard				Comments
	CDC Parcel	BCC Parcel	Lions Park Parcel	Merino Park Parcel	
Minimum Lot Area					
Maximum Building Height to Top of Parapet or Pitched Roof	2.5 stories; 38ft. <a href="#">[1]</a>	4 stories; 45 ft. [2] [3]	2 stories; 25 ft.	4 stories; 45 ft.	Up to 4 ft. of an underground parking structure that extends above approved grade shall not count against maximum height limits. 2.5 stories means a third story is allowed if it is set back from street frontage at least 10 ft. as required in applicable table notes. A street façade parapet of up to 4 ft. above the second floor roof height is permitted.
Front Yard Setback (along Two Rivers) <a href="#">[4]</a>					Overhangs and other building features may encroach into the public-right of way if approved through the CSC development plan review process and a Town encroachment license is obtained
Min.	0 ft.	0 ft.	0 ft.	0 ft.	
Max.	<del>2</del> 10 ft.	<del>2</del> 10 ft.	<del>2</del> 10 ft.	N/A	
Front Yard Setback (along Midland Avenue and Midland Spur) <a href="#">[4]</a>					Overhangs and other building features may encroach into the public-right of way if approved through the CSC development plan review process and a Town encroachment license is obtained
Min.	<del>0</del> ft. N/A	0 ft.	0 ft.	0 ft.	
Max.	<del>20</del> ft. N/A	<del>10</del> ft. N/A	10 ft.	10 ft.	
Min. Side Yard Setback	Per Building and Fire Code				
Min. Rear Yard Setback	Per Building and Fire Code				
Min. Setback from Rivers and other Environmentally Sensitive Areas	See Article XXI				
Min. Landscaped Open Space	10%			N/A	Open space credit may be given for pedestrian improvements per

<sup>‡</sup> FAR density limits (and special rules for calculation of FAR) in current CSC ordinance are not carried over pursuant per P&Z recommendation and Council approval of Resolution No. 09, Series of 2016.

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Table 16-30-2: Dimensional Requirements <sup>4</sup>					
Dimension	Standard				Comments
	CDC Parcel	BCC Parcel	Lions Park Parcel	Merino Park Parcel	
					Section 16-30(e)(5)(b)
<p><u>[1] A 2.5 story building is allowed if the third story is set back at least 10 ft. from the lower façade facing Two Rivers Road street frontage, from Riverfront Park, and from the park on the east portion of the CDC parcel.</u></p> <p>[2] Any portion of the building containing a grocery store may have a maximum height of 49 ft.</p> <p><del>[3] Development</del> <u>Each building shall not exceed 2.5 stories or 38 ft. in height within 50 ft. of the north side of Two Rivers Road or Midland Avenue, or within 150 ft. of the Frying Pan River. frontage shall not exceed the height of any primary structure within 50 feet of the south side of Two Rivers Road.</u></p> <p><u>[4] Maximum front setback shall only apply to one street facing façade of a building containing a grocery store.<sup>2</sup> For all other buildings, at least 80% of the linear width of each street facing frontage must be built between the minimum and maximum front setbacks.</u></p>					

(2) Town Council can reduce or waive in its entirety the requirement for a full 10 foot setback on the park sides of the CDC parcel after a recommendation of the Planning and Zoning confirming that at least one of the following findings has been made.

- a. An equivalent setback is provided on the first floor to provide a porch or deck that lessens the visual massing of the building by park users;
- b. Requiring the setback would require the first floor of the building to be so large that it would negatively impact views required by Section 16-30(e)(1)
- c. There is sufficient fenestration in the building to reduce the visual mass of the building so that the full top floor setback is not necessary
- d. The third floor setback is in an area not seen by park users because of vegetation, terrain change, intervening structures, or other factors
- e. The second floor of the building is set back from the first floor façade at least 10 feet or more on those frontages where a third floor setback is required in the table above.

(e) Other Site Development Standards.<sup>3</sup>

(1) ~~View o~~Openings to the river.

The following openings shall be preserved for views to Roaring Fork River and for pedestrian passage by employees, occupants, or patrons of adjacent properties, and no new building shall be constructed in the areas designed as a view protection/pedestrian access zone.

<sup>2</sup> As an alternative, the first sentence could be revised to read “Maximum building setback shall not apply to the 150 ft. of the BCC parcel Two Rivers Road frontage closest to Midland Avenue, measured from the light pole existing on March 31, 2016 at the intersection of the Two Rivers Road and Midland Avenue.” The second sentence beginning “For all other buildings” would remain unchanged.

<sup>3</sup> Content of current CSC “Other Development Standards” have been significantly reorganized for logical flow and to better separate site and building design requirements.

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- a. Required View/[Pedestrian](#) Opening 1: On the Lions Park parcel and CDC parcel, buildings shall be sited so as to preserve views [and pedestrian access](#) from the corner of Midland Avenue and the Midland Spur to the Roaring Fork River as shown on the following map.
- b. Required View Opening 2: On the CDC parcel, a view [and pedestrian access](#) from Two Rivers Road to the Roaring Fork River shall be provided along the western edge of the property, as shown on the following map.
- c. Additional View Opening: To the maximum extent practicable, at least one additional view from Two Rivers Road to the Roaring Fork River should be provided somewhere west of the intersection of Two Rivers Road and the Midland Spur. [This view opening shall be located so that building frontages along Two Rivers Road comply with the building façade articulation standard in Section 16-30\(f\)\(4\) below.](#)



- (2) Pedestrian through-connections. Development on the BCC parcel shall incorporate at least one pedestrian through-connection from the Midland Avenue frontage to the Frying Pan River frontage. The required pedestrian through-connection shall be located internal to the site (at least 50 feet from the Two Rivers Road frontage).
- (3) Vitality zone. Each CSC parcel except the Merino Park parcel shall include a designated vitality zone that shall be established by the Town in the sketch plan process. The permitted uses in the vitality zone are shown on Table 1 in Section 16-29 as Community Vitality Uses and the buildings are subject to the building design standards contained in Section 16-30(f) for buildings within the vitality zone. The Town Council will establish the vitality zone considering the following:
  - a. The pedestrian and connectivity goals of the area;
  - b. The nature of the desired streetscape;
  - c. Existing and proposed adjacent uses;
  - d. The then current Master Plan, including but not limited to the Our Town Master Plan amendments; and
  - e. The goals advocated by any non-profit applicant.
- (4) Parking. Development in the CSC Zone District shall provide parking as follows:
  - a. Minimum requirements

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1. Hotel/Condominium Hotel —1 space per hotel room, plus 2 for management and operations.
  2. Residential—1 space per bedroom to a maximum of 2 spaces per unit, where an efficiency unit is counted as 1 bedroom.
  3. All other uses—1 space per 400 square feet of floor area. With the exception of handicap spaces and car share spaces, parking spaces may not be reserved for individuals or private businesses.
- b. Additional on-street parking constructed as part of the development will count for non-residential parking included in the calculation of parking spaces to be provided. The applicant shall be permitted to purchase non-residential parking spaces pursuant to the requirements of Section 16-94.
  - c. The Town Council may apply a reduction of the non-residential parking requirements following a recommendation of the Planning and Zoning Commission based on hours of operation, mixed-use, access to on-street parking, availability of local public transit, availability of parking spaces in a public parking lot or garage, expected use of WE-Cycle or other bicycle sharing programs, contribution to or participation in a car share program that serves the community, creation of a Transportation Demand Management (TDM) plan to reduce traffic volumes and parking demands below expected levels, or contribution to other desired public improvements, necessary infrastructure, or other basic Town service requirements. The Town Planner may require a recommendation from a parking consultant as outlined in Section 16-92 in order for the staff and Planning and Zoning Commission to make a recommendation and the Town Council to make a decision on the appropriate parking reduction for the development.
  - d. The visual impacts of off-street parking and loading areas shall be minimized. The design of parking and loading areas shall ensure that they support and do not detract from the Town's vitality goals for the CSC Zone District. This shall be accomplished by:
    1. Constructing structured parking primarily underground where such construction is feasible;
    2. Prohibiting surface parking between any building on the CDC, Lions Park, and Merino Park parcels and the right-of-ways of Two Rivers Road, Midland Avenue, or the Midland Spur;
    3. Locating parking and loading areas, or the access to such areas, along the rear facade or side of the building whenever feasible; or
    4. Wrapping the facades of any structured parking within other permitted uses that have a minimum depth of 18 feet or wrapping the facades with building material, grading or landscaping to break up the view of the parking and parking structure lighting from public open spaces and other activity areas. When this design option is employed the access to the structured parking shall be designed with the same attention to detail and materials as the primary façade and the access shall be integrated into the building's design and wrapping.
    5. Designating 1 or more loading zones on the site plan and regulations to govern loading.
  - e. Except as described in subsections (a) through (d) above, parking areas and structures in the CSC Zone District shall comply with the requirements of Article V, Off-street Parking and Loading.
- (5) Open spaces.
- a. To the extent possible the areas between each building with a ground floor nonresidential primary use and the adjacent street shall be visible space that is useable by customers of

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on-site business uses or pedestrians. These areas, and the required open space areas on the site shall:

1. Abut and be level with the public sidewalk;
  2. Be open to the sky (except for awnings, covered walkways, areas under a porch and covered outdoor seating);
  3. Be directly accessible to the public; and
  4. Be provided with appropriate ground cover treatment and landscaping.
- b. Placement of street furniture and public art in required open space is encouraged, as long as a 5 foot minimum pedestrian walkway width is maintained. Items such as street furniture, educational and interpretive displays, small play features and public art that are attractive and appropriate for use by young children are encouraged. The Town may give credits towards minimum open space requirements for street furniture, fountains and similar improvements in a public right of way or other public spaces in the downtown.
- c. At least 50 square feet of private usable open space shall be provided for each dwelling unit. Private open space may include balconies above ground and lawn areas and patios behind the building. Private open space areas shall not be located in front of or adjacent to any portion of a building's vitality zone. The Town may reduce or waive a private open space requirement if the Town determines that the private open space area would interfere with the intent of the CSC Zone District.
- (6) Signage. The sign restrictions of the C-2 District will apply to non-residential uses unless modifications to those standards are approved through the CSC Development Plan Review process. However, nothing shall prevent the Town Council from adding conditions and restrictions on signage to protect adjacent properties and to further the goals of the adopted Town's Master Plan, including without limitation the Our Town Master Plan amendments.
- (7) Lighting. The lighting requirements of Section 16-431 shall apply to development within the CSC Zone District unless modified through the Exemption process outlined in Section 16-438 of the Town Code, Article XX, Exterior Lighting.
- (8) Utility and trash facilities. Utility boxes and trash/recycling facilities servicing the building shall be located outside of the public right-of-way, along the rear or side façade of the building. To the extent possible, these facilities shall be located to avoid or minimize any negative impacts on residential uses on the parcel and on adjacent parcels and to avoid interfering with pedestrian movement and experience. This requirement shall not be construed to prohibit the placement of street furniture, such as public trash containers, within the public right-of-way.
- (9) Environmentally sensitive areas. Development within the CSC Zone District shall comply with Article XXI (rivers, wetlands and environmentally sensitive areas), provided that the environmentally sensitive area review shall be conducted simultaneously with the CSC Development Plan Review if the Town Planner makes a finding that the development is within the development line established by the River Master Plan.
- (10) Community Priority Scoring System. Development within the CSC Zone District shall be exempt from the requirements of Article XXII.
- (11) Land dedications. The land and improvements, or fees in lieu, required to be provided under the provisions of Section 17-15 (Parkland Dedication) shall be calculated at one-half (½) the requirement for any deed restricted community housing units; and the provisions of Section 17-16 (School Land Dedication) shall apply at the same discounted rate for deed restricted community housing units. The Town Council may exempt or further reduce such fees for free-market and community housing during the CSC Development Plan review process pursuant to Section 16-419. Any reduction or elimination of school impact fees will require approval by the school district.

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- (12) Development in the CSC Zone District shall meet or exceed the accessibility requirements of the Americans with Disabilities Act.
- (13) Landscaping in the public right-of-way. Landscaping that is to be installed in the public right-of-way shall comply with the applicable provisions of the Public Works Manual.
- (14) Curb Cuts. Development in the CSC Zone must satisfy the design criteria of the C-2 Zone District in Section 16-29(e)(4)c. regarding curb cuts.
- (15) Street and Streetscape Improvements. All street and streetscape improvements shall comply with the Town of Basalt Complete Streets Design Manual.
- (f) Building design. All buildings shall comply with the following requirements, if applicable:
- (1) Building Typologies and Guiding Principles. The typologies from the Our Town amendments to the Town of Basalt Master Plan that the Town determines are most applicable to the type of development proposed in the project, as well as other building design standards and guidelines contained in the Our Town Master Plan amendments. Those guiding principles include:
- Building scale compatible with historic downtown;
  - Variety of western roof forms;
  - Street level interest; and
  - Contemporary reinterpretations.
- (2) Buildings within the portion of the site designated as the vitality zone (as that term is defined in Section 16-29 of this Code) shall incorporate a store-front design at the street level, with windows suitable for retail goods display that are designed to attract pedestrian interest at the street level. The storefront windows along the façade of the vitality zone shall be transparent so as to permit the activities within the building to be visible to pedestrians along the adjacent street. Commercial spaces at street level should have a ceiling height consistent with those within the historic downtown.
- (3) Any new buildings constructed at prominent corners shall contain both ground floor and upper floor elements that reflect timeless design and visually emphasize the importance of the corner through vertical elements, changes in materials or color, changes in articulation patterns, or entryways, or similar features.
- (4) Building facades along streets shall be designed to reflect the general 20-30 ft. width of street facing building facades in older areas of downtown Basalt. Building facades wider than 30 ft. shall include vertical projections or insets from grade level to the eave of a pitched roof or the top of a flat roof or parapet at a linear spacing of no less than 20 feet and no greater than 30 ft.
- (45) Building facades ~~along streets~~, along pathways that connect buildings to public spaces, and along alleys or other frontages with pedestrian traffic shall contain projections from or insets into the wall plane, windows, doors, or changes in material to ensure that no section of building wall longer than ~~25-30~~ feet is of uniform materials, color, and appearance unless waived or modified by the Town Council after recommendation by the Planning and Zoning Commission.
- ~~(5) Roof lines shall include sufficient variation to provide architectural interest and to reduce overall massing by one of the following:~~
- ~~a. If more than one primary building is constructed on a single CSC parcel:~~
- ~~The maximum height of each adjacent primary building shall differ by at least 4 ft., but this standard shall not permit any primary building to exceed the maximum height for the portion of the CSC parcel on which it is located; or~~
- ~~The predominant shape of the roof line shall differ on each primary structure (for example, one building being a flat roof and the adjacent building being a shed or pitched roof);~~

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- ~~b. If only one primary building is constructed on a single parcel, each street facing façade more than 50 feet wide must include a variation in height that extends upward or drops downward at least 2 or 3 vertical feet and extends horizontally for at least 15 percent of the width of the building; or~~
  - ~~c. Another technique sufficient to achieve this goal to the satisfaction of the Town Council.~~
- (6) The ground floor of any new structure in the vitality zone shall be at grade with adjacent sidewalks or passageways, and there shall be no steps between the sidewalk and the primary building entry. However, in order to satisfy grade issues, steps may be included between the sidewalk and the street if the applicant demonstrates that providing steps is the best way to address grades on the site.
- (g) Zone District review procedures and submission requirements.
- (1) CSC Development Plan review procedures. No new development shall occur in the CSC Zone District without CSC Development Plan review and approval. CSC Development Plan review shall be conducted in 2 stages, these being Sketch Plan review and Final Plan review.
- a. Sketch Plan review. Sketch Plan review is intended to provide the Town with a general overview of the project including a description of existing conditions, proposed mix of uses, height, floor area and parking, as well as its relationship to neighboring properties and consistency with the Town's Master Plan, the River Master Plan and applicable Code provisions. Sketch Plan review shall involve the following procedural steps:
    - 1. The initial step in Sketch Plan review shall be a determination of whether the proposed project is community serving and is eligible for rezoning to the CSC Zone District. This determination may be made administratively by the Town Planner or the Town Planner may refer this matter to the Planning Commission and Town Council. If the determination is referred, then the Planning Commission and Town Council consideration shall occur at a jointly held public hearing.
    - 2. Any project that is determined to be community serving and eligible for rezoning to the CSC Zone District may then proceed through Sketch Plan review. Sketch Plan review shall require a review by the Planning Commission. The Commission is authorized to recommend approval, approval with conditions, or denial of the Sketch Plan application following a duly noticed public hearing. The Planning Commission review shall be followed by a review by the Town Council at a duly noticed public hearing. Following the closure of the public hearing, the Town Council may approve, approve with conditions, or deny the application.
  - b. Final Plan review. Final Plan review is intended to provide the Town with a more detailed description of the proposed development program, to respond to issues raised in the sketch plan review and to present additional information required in the Sketch Plan review. Final Plan review shall require a review by the Planning Commission at a regular meeting. The Commission is authorized to recommend approval, approval with conditions, or denial of the Final Plan application. The Planning Commission review shall be followed by a review by the Town Council at a duly noticed public hearing. Following the closure of the public hearing, the Town Council may approve, approve with conditions, or deny the application. The Town Planner may schedule a joint meeting of the Planning Commission and Town Council prior to the initial Final Plan review by the Commission.
  - c. Community Serving Subdivision. A property which is zoned CSC is eligible to be subdivided as a Community Serving Subdivision pursuant to the provisions of Section 17-84.5 of this Code provided no more than four initial lots are created by the Owner. The Community Serving Subdivision shall be processed concurrently with the CSC Development Plan. However, nothing herein requires the qualifying non-profit organization to use the Community Serving Subdivision process if the owner would rather utilize another eligible subdivision process in the Code at the time of the subdivision.

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- (2) Sketch Plan submission contents. The application for the Sketch Plan stage of CSC Development Plan review shall include the following:
- a. Completion of standard application forms and authorization from the owner for the filing and processing of the application and fees.
  - b. Description of existing conditions.
  - c. A legal description of the property, an ALTA survey and a copy of any easement or recorded document referenced on the ALTA survey.
  - d. A list with addresses of all property owners within 300 feet of the property.
  - e. A description of the development program including: major objectives of the development; proposed mix of uses with approximate square footages of each use and number of any free-market and community housing units and allowed locations; parking capacity, location and types; access locations and vehicle and pedestrian circulation; proposed phasing and timing; and plan for satisfying the goals of the development plan. Numbers can be provided in a range.
  - f. Schematic development plan (at a scale of at least 1 inch per 100 feet) showing horizontal relationships of the proposed development with property boundary, setbacks and proposed uses.
  - g. Information and drawings providing a schematic level description and illustration of the height, scale and mass of proposed structures from important perspectives, as well as proposed open spaces narrative and graphic descriptions of the character and style of architecture by the end of Sketch Plan review.
  - h. Narrative addressing relationship of the project to neighboring properties and consistency with the Town's Master Plan, the River Master Plan; Streetscape Plan and any other long range planning documents as deemed appropriate by the Town.
  - i. Narrative description of how utilities are to be provided to and through the site by a licensed professional engineer along with an assessment as to the feasibility of the applicant's proposal. Describe whether any existing utilities or easements will need to be relocated or vacated, and generally the plan for accomplishing this. The engineer's assessment at a minimum must address potable water, sanitary sewer, drainage and storm sewer, electrical power, natural gas power, and flood protection where applicable. Describe whether the power lines will be below ground or overhead. The applicant may include maps depicting the alignment of utilities but it is not required at Sketch Plan. The engineer's assessment shall outline any known engineering and utility issues and generally describe how they will be addressed in the final site plan review.
  - j. Proof of ability to apply the CSC Zone District.
  - k. General statements describing how the elements of the development will satisfy the criteria required for the CSC Zone and explanation for any reductions in requirements allowed through the site plan process.
  - l. Statements addressing how the development intends to satisfy requirements that apply to the development found in other sections of the Code applicable to the type of development being proposed, including but not limited to: any annexation requirements; school and parkland dedication; floodplain development permit and regulations, and community housing, including any need for relocation housing.
  - m. Description of how the development addresses the Town's goals toward sustainable building, energy efficiency and waste reduction.
  - n. A study of the shading or shadow impacts that the proposed buildings may cause on public or private rights-of-way or other public spaces within or surrounding the project.

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- o. Additional information. Any additional information reasonably required by the Town to review the application and to verify compliance with the provisions of this Code.
- (3) Final Plan submission contents. The application for the Final Plan stage of CSC Development Plan review shall include the following
- a. Same as above along with such additional or refined information and analysis as may be required by the Town Council in order to address issues raised in the Sketch Plan review or to verify compliance with the provisions of this Code.
  - b. Off street parking and loading areas, including the location, type and capacity of proposed parking areas, and written justification for any proposed reductions or fee-in-lieu of parking proposals
  - c. The location of all ways for ingress and egress to all buildings and parking areas.
  - d. Service and loading areas and refuse and recycling collection areas.
  - e. Site/building program.
  - f. Development plan which meets the requirements of Section 16-66(3)b. Following Final Plan approval the applicant shall record a development plan containing the elements of the Town Council's approval.
  - g. Reserved.
  - h. Proposed schedule and phasing.
  - i. Identification of potential construction and maintenance easements needed for zero-lot line development and plan for obtaining such easements.
  - j. Draft Master Development Agreement which generally describes the public improvements to be constructed in connection with the project, the timing of such construction, the parties responsible for completion of the public improvements and the financial security to be provided.
- (4) Building, engineering and site design review. Building, engineering and site design review is intended to provide the Town with the final architectural, engineering, landscaping and other technical documents that are a precursor to the actual construction of the project. Following approval of the final CSC Development Plan and any other associated land use actions and prior to issuance of a building permit for each lot or development site, the then-owner of a lot or development site shall comply with the following submission requirements and review procedures:
- a. The owner shall prepare and submit architectural drawings, elevations and perspective drawings of all proposed structures and improvements intended to show the relationship of the proposed structures to the surroundings. Such drawings shall depict proposed building materials, fenestration, mechanical equipment (and screening of such equipment) and similar architectural details but need not be the result of final architectural design.
  - b. The owner shall submit final engineering documents, including plans and specifications for streets, water, sewer and drainage and the engineers' cost estimates for all public improvements to be installed on the lot or building site within dedicated land areas, rights-of-way or easements.
  - c. Following construction, the owner shall provide as-built mapping and diagrams for utility installations in an electronic computerized format of a type approved by the Town Engineer or Public Works Director.
  - d. The owner shall describe the character and type of landscaping, lighting and signage to be provided. The landscaping shall be indicated in tabular form, showing the type of plant material, minimum size and quantity. The approximate location of landscaping shall be indicated on a site plan. The lighting description shall describe how the lighting complies with the final site plan approval and any exemptions that will be necessary pursuant to

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Section 16-438 of the Town Code, Article XX, Exterior Lighting. The signage plan shall provide detailed information sufficient to determine whether the location, size, number and character of the proposed signs comply with the requirements of Section 16-131 et seq. of the Town Code, Article VII, Signs.

- e. The owner shall provide an anticipated time table for completion of development including the anticipated dates for completion of any phase.
  - f. The owner shall provide a title insurance policy indicating that the property is free and clear of all ownership disputes, liens or encumbrances which would impair the property to be utilized for the uses approved. The title policy shall provide verification that all owners and lien-holders have approved the final subdivision plat.
  - g. The owner shall demonstrate compliance with Article II, Chapter 17, Design Standards and Requirements for Subdivisions.
  - h. The owner shall demonstrate compliance with Article V, Chapter 17, Public Improvements Acceptance and Guarantees.
    - 1. The owner shall provide a Subdivision Improvement Agreement for public or quasi-public improvements to be constructed by the owner and other draft agreements and conveyances that apply to the development as whole or to community housing or other restrictions or requirements.
    - 2. The owner shall provide a Construction Management Plan and shall submit a request for the use of any of the Town's property for construction or construction management purposes.
    - 3. The owner shall demonstrate compliance with the Final CSC Development Plan approval applicable to the application and any other Town approval.
  - i. The owner shall submit the information necessary to satisfy the foregoing requirements for review by the Technical Review Committee. TRC review shall be limited to a consideration and review of the project's compliance with the approval documents applicable to the development, relevant standards applicable to buildings and final subdivision plats. Following such review and after all necessary additions or corrections are made, the building, engineering and site design information shall be forwarded to the Town Council along with the recommendation of the Technical Review Committee. In its final development plan review approval the Council can delegate this review to the Planning and Zoning Commission.
  - j. The building, engineering and site design information submitted by the owner, together with the recommendation of the Technical Review Committee, shall be considered by the Town Council (or the Planning and Zoning Commission if the Council refers the approval to the Planning and Zoning Commission in the final approval) at a noticed public hearing. The board's review shall be limited to a consideration and review of the project's compliance with the applicable approval documents and relevant standards applicable to buildings and final subdivision plats. The Town Council shall make a final decision to approve the building, engineering and site design proposal subject to modifications or conditions, or to deny such proposal. Nothing eliminates the requirement to comply with the Building Code. The Town's approval shall be considered the Site Specific Development Plan.
- (5) Amendments to a Sketch Plan or Final CSC Development Plan. Amendments to a Sketch Plan approval or Final Plan shall be processed as follows:
- a. Sketch Plan approval. After Sketch Plan approval an applicant may make insubstantial amendments to the approved sketch plan before submitting a Final CSC Development Plan for review. Substantial amendments shall be processed under the same procedures as used for the original adoption. "Substantial" shall have the same meaning as in Section 16-65(d)(2). The initial determination of whether an amendment is insubstantial or substantial shall be made by the Town Planner.

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- b. Final CSC Development Plan approval. After Final Development Plan approval, the TRC may review and approve of minor amendments to the approval documents necessary to effectuate the intent of the Final Plan Approval. The applicant shall have the ability to appeal a TRC decision on a minor amendment to the Town Council at a public meeting in which 15 days written notice of the public meeting has been provided to the appellants.
- c. Substantial amendments and amendments which the Town Planner determines are not minor amendments but are consistent with the Sketch Plan approval shall be processed pursuant to the Final Plan submission and review procedures. Substantial amendments and any amendments which the Town Planner determines are not minor amendments and are not consistent with the Sketch Plan approval shall be processed pursuant to the Sketch Plan and Final Plan submission and review procedures.

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**Sec 16-4 Definitions** – *the following definitions are proposed to be added, [except for the definition of condominium hotel, which is proposed to be revised as shown below.](#)*

16-4 Brewpub/Distillery -- A facility licensed as a brewpub or distillery by the state that annually manufactures and sells in the facility not more than 5,000 barrels of beer, or not more than 25,000 gallons of distilled spirits, only for consumption on the premises.

Community Center – A facility available for public activities, including but not limited to events, performances, entertainment, celebrations, meeting rooms, public classrooms and indoor gardens. The space is intended to be available for use by the public. However, the space may be rented by one or more parties at any time.

Condominium Hotel (or condotel or condo-hotel) ~~-- means a~~ hotel or motel operated under a condominium form of ownership. As used in this definition, the term unit or sleeping unit means the sleeping unit to be sold as a condominium hotel unit. A condominium hotel must satisfy the following requirements:

- a. Be subject to the complete control and management of a single hotel or motel operator for operation as a hotel or motel.
- b. Except for dwelling units to be used by a manager or employees or any deed-restricted affordable housing, condominium hotels shall contain no dwelling units and contain only individual sleeping units that are permanently dedicated to rental to the public for transient occupancy on a full-time basis by the hotel operator. A unit owner(s) may not occupy their unit for more than sixty (60) days out of a calendar year and may not occupy their unit more than twenty-nine (29) consecutive days.
- c. Contain and maintain standardized furniture, furnishings and decor in all individual sleeping units.
- d. Be advertised and appropriately marked with signage as a hotel or motel.
- e. Be served by singly metered utility services, and with a central telephone system and central cable television system installed in all individual sleeping units.
- f. Contain no individual sleeping unit that contains washer/dryer equipment or connections.
- g. Be created, sold and maintained under documentation, including condominium declaration, bylaws, sales brochures and pre-construction agreements, in form and content approved by the Town Attorney that adequately discloses and ensures that the facility will in all respects be permanently and exclusively operated as a hotel or motel and will not be occupied as a multi-family dwelling.
- h. Fifty percent (50%) of the units in a condominium hotel development shall be available for rent or occupancy to the general public at all times.

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- i. A unit owner(s) shall notify the operator or management company at least sixty (60) days in advance of an intent to occupy their unit. Availability shall not be guaranteed for a unit owner(s) in the absence of such a reservation and in that event the unit shall remain available to the public. Until fifty percent (50%) of the units are reserved by unit owners, a unit owner may reserve his or her unit for occupancy as long as the unit owner notifies the operator at least sixty (60) days in advance of occupancy. After the sixty-day advance period, a unit owner may reserve his or her unit if it is available and the fifty percent (50%) requirement outlined in Subsection h. above is not exceeded.
- j. Upon commencing operations as a condominium hotel, the operator or management company shall submit a quarterly report to the Finance Department containing information reasonably necessary to indicate compliance with the Town's lodging tax provisions.
- k. A unit owner(s) shall not store automobiles on the site when they are not occupying a unit.

If a proposed development does not meet requirements a through k above, the Town Council may determine that a proposed development nevertheless qualifies as a Condominium Hotel if it finds that the proposed development, together with any related covenants, conditions, restrictions, or agreements between the developer and the Town, will ensure that at least the same number or a greater number of the condominium hotel units will be occupied for the same or a greater number of days each year as a Condominium Hotel that meets all of the requirements in subsections a through k above.

Entertainment -- A facility providing entertainment or recreation activities, including but not limited to theaters, bowling alleys, nightclubs, game centers, gymnasiums, health clubs, and climbing wall centers or rooms that can be rented for parties or events, where all activities take place within enclosed structures. This use does not include a conference center, adult arcade, adult bookstore, adult video store, adult novelty store, adult cabaret, adult entertainment establishment, sexually oriented business, adult motel, adult motion picture theater, or adult theater.

Makerspace/Craft Industry – a facility that contains one or more artists or craft industries. A makerspace is a community center that includes manufacturing equipment, community and education for the purposes of enabling individuals to design, prototype and create manufactured works. A craft industry encompasses goods that are handmade by artisans or those skilled in a particular trade, including but not limited to art galleries, handmade textiles, food, beverages, and ~~to~~ culinary products. Produces made on site may also be sold on site. No such individual facility shall be larger than 6,500 total square feet.

Small Business Incubator -- A facility operated to encourage and support the growth and success of entrepreneurial companies by providing a variety business support resources and services, including but not limited to physical space, coaching and mentoring services, access to financing, networking connections, shared supply purchasing, or shared data systems and resources.

PROPOSED AMENDMENTS TO CSC ZONE DISTRICT

**Sec. 16-30. CSC Zone District**

(a) Intent and applicability.

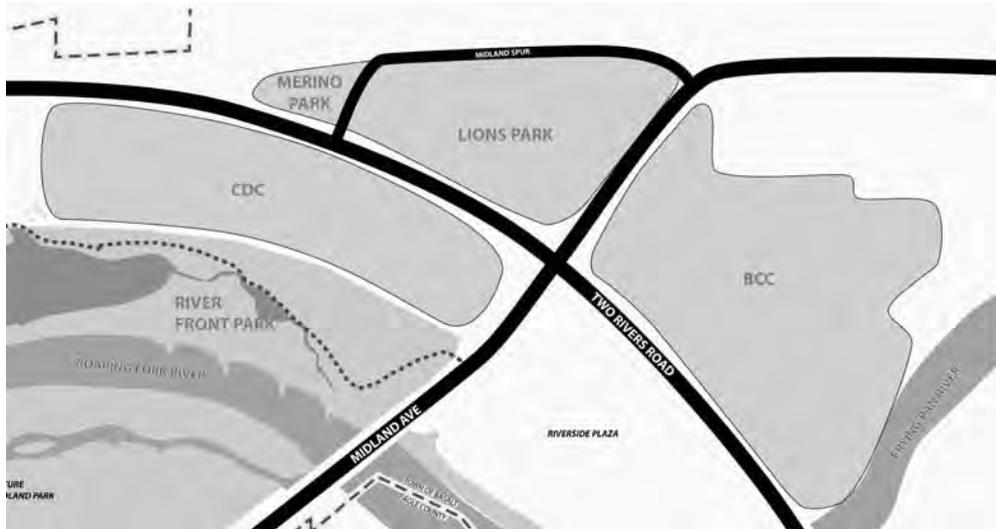
(1) Statement of intent. The intent of the CSC Zone District is to combine the social capital objectives of the Town's Master Plan with the vitality objectives of the C-2 Zone District to produce tailored zoning controls for four key redevelopment parcels in downtown Basalt in order to implement the results of the Our Town downtown planning process. The scale and character of development authorized in this zone district may allow buildings that are larger and more multi-faceted than areas zoned C-2 (Downtown Business) or P (Public).

(2) Applicability.

This district is intended to apply to four specific parcels of land commonly known as:

- a. The CDC parcel;
- b. The BCC parcel;
- c. The Lions Park parcel; and
- d. The Merino Park parcel.

The general boundaries of these 4 parcels are shown on the following map. The exact boundaries of each parcel shall be established at the time the CSC Zone District is applied to that parcel.



(b) Threshold Requirements

(1) Development must be community serving. Since the intent of the CSC Zone District is to encourage social entrepreneurship in the development of community serving commercial projects, new development shall only be permitted to occur in the CSC Zone District if it is determined to be community serving. New development shall be considered to be community serving if it includes an anchor use or uses listed in Subsection 16-30(c)(1) below for the specific parcel indicated, and that anchor use or uses meets the applicable minimum size standard for that use in Subsection 16-30(c)(1) below.

PROPOSED AMENDMENTS TO CSC ZONE DISTRICT

- (2) Qualifying organizations. In order to be eligible for rezoning to the CSC Zone District, the owner of the land to be rezoned must be a non-profit Community Development Organization, a similar non-profit organization where development activities are a stated part of its 501(c)(3) tax status, or a for-profit entity engaged in construction of a building or facility that is a community-serving anchor facility, as listed in Section (c)(1) below. A qualified Community Development Corporation is an entity which satisfies the requirements of Section 16-4 applicable to a "Public non-profit Entity, Community Development Corporation." A for-profit entity may include a group of owners which have agreed to be represented in the entity engaged in constructing the community-serving anchor facility.
- (3) Consistency with Master Plan. In reviewing whether a parcel is appropriate for CSC zoning, the Town will consider the future land use designation, neighborhood typology, and goals and objectives of the then current Master Plan, including but not limited to the Our Town Master Plan amendments.

(c) Permitted uses

(1) Permitted anchor uses.

- a. Subject to Subsections (1)b. and (1)c. below, at least one of the following anchor uses must occur on the CSC Zone District parcels indicated in the table below.

<b>Table 16-30-1: Anchor Use Table</b>					
	<b>CDC Parcel (West)</b>	<b>CDC Parcel (East)</b>	<b>BCC Parcel</b>	<b>Lions Park</b>	<b>Merino Park</b>
Arts Center [1]				●	
Community Housing [2]					●
Brewpub/Distillery [1]	●		●		
Entertainment [3]	●		●		
Grocery Store [3]			●		
Hotel or Condominium	●		●		
Hotel [4]					
Park/Open Space		●			
Small Business Incubator [2]					●
Sports/Youth Center [1]			●	●	
Town Hall				●	●
Community Center [1]	●		●		
[1] Must contain at least 6,500 sq.ft. of total floor area. [2] Must occupy at least 70% of the occupied total floor area developed on that CSC parcel. [3] Must contain at least 9,000 sq. ft. of total floor area. [4] Must contain at least 40 guest rooms. Includes condominium hotel					

- b. The Town Council may approve an anchor use designated for one CSC parcel as an acceptable anchor use for a different CSC parcel not indicated in the table above, with the exception that no anchor use other than a park or open space shall be designated for the eastern portions of the CDC and Lions Park parcels.
- c. If an approved anchor use begins operation but later discontinues operation for a period of 9 months or more, or if the portion of the building in which the anchor use is located is destroyed by fire or any other cause, the property owner may apply to change the approved

### PROPOSED AMENDMENTS TO CSC ZONE DISTRICT

anchor use to any other anchor use that meets the minimum size requirements listed in the table above. Any change to a substitute anchor use or another use permitted in the CSC zone district shall require review and recommendation by the Planning Commission following a public hearing, and shall require approval by the Town Council.

#### (2) Required Community Vitality Uses

On each CSC parcel, land uses in the designated Vitality Zone for that parcel are required to be Community Vitality Uses subject to exceptions included in Section 16-29(c) and the design guidelines for buildings included in Section 16-30(d)(7).

#### (3) Permitted Secondary Uses

The following secondary uses are permitted on each CSC parcel, provided that one or more of the anchor uses designated in the table above (or approved by the Town Council) has already been established on same CSC parcel, or will be established on the same CSC parcel as part of the development containing the permitted secondary use.

- a. An anchor use listed above in table 16-30-1, regardless of whether it satisfies the minimum size requirements, unless prohibited elsewhere by this section (C)(3).
- b. Uses and activities conducted by a government entity or by a public non-profit entity that meets the requirements of Sections 16-4 or 16-21(8) of this Chapter. Such uses include including but not limited to administrative offices and meeting rooms for non-profit and educational oriented organizations, transit facilities, museum, community center, educational facilities, performing arts center, and theater.
- c. Community Vitality Uses as shown on Table 1 in Section 16-29 as Community Vitality Uses (in areas of the parcel other than the designated Vitality Zone).
- d. Other commercial, office and retail uses allowed in the C-2 Zone District.
- e. Fully-deed restricted community housing units meeting the requirements of this Chapter.
- f. Free-market multifamily residential uses (only on BCC and Lions Park parcels) where no unit exceeds 1,400 total square feet.
- g. Makerspace/Craft Industry.
- h. Public parking garage (on the BCC parcel only).
- i. Public or private open space and park uses.
- j. Day care that complies with state requirements regulating day care.
- k. Accessory uses approved pursuant to CSC Development Plan Review Process
- l. Temporary outdoor uses and vendors, subject to the provisions of Chapter 6, Section 6-13 of the Town of Basalt Code.

- (4) Limitations on permitted uses. Through the CSC Development Plan Review process, the Town Council may place reasonable restrictions or limitations on any use or activity in the CSC Zone District. The Town Council may also determine that a specific use is not appropriate based on the intent of the zone district, consistency with the Town Master Plan and compatibility with adjoining areas. The Town Council may establish conditions allowing for subsequent review by the Town Planner or Technical Review Committee to avoid unnecessary additional meetings before the Planning and Zoning Commission and Town Council.

#### (d) Dimensional requirements.

- (1) The dimensional requirements applicable to developments within the CSC Zone District shall be established through the CSC Development Plan review process, and shall be subject to the limitations listed in Table 16-30-2, below.

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<b>Table 16-30-2: Dimensional Requirements</b>					
Dimension	Standard				Comments
	CDC Parcel	BCC Parcel	Lions Park Parcel	Merino Park Parcel	
Minimum Lot Area					
Maximum Building Height to Top of Parapet or Pitched Roof	2.5 stories; 38ft. [1]	4 stories; 45 ft. [2] [3]	2 stories; 25 ft.	4 stories; 45 ft.	Up to 4 ft. of an underground parking structure that extends above approved grade shall not count against maximum height limits. 2.5 stories means a third story is allowed if it is set back as required in applicable table notes. A street façade parapet of up to 4 ft. above the second floor roof height is permitted.
Front Yard Setback (along Two Rivers) [4]					Overhangs and other building features may encroach into the public-right of way if approved through the CSC development plan review process and a Town encroachment license is obtained
Min.	0 ft.	0 ft.	0 ft.	0 ft.	
Max.	10 ft.	10 ft.	10 ft.	N/A	
Front Yard Setback (along Midland Avenue and Midland Spur) [4]					
Min.	N/A	0 ft.	0 ft.	0 ft.	
Max.	-N/A	N/A	10 ft.	10 ft.	
Min. Side Yard Setback	Per Building and Fire Code				
Min. Rear Yard Setback	Per Building and Fire Code				
Min. Setback from Rivers and other Environmentally Sensitive Areas	See Article XXI				
Min. Landscaped Open Space	10%			N/A	Open space credit may be given for pedestrian improvements per Section 16-30(e)(5)(b)
<p>[1] A 2.5 story building is allowed if the third story is set back at least 10 ft. from the lower façade facing Two Rivers Road street frontage, from Riverfront Park, and from the park on the east portion of the CDC parcel.</p> <p>[2] Any portion of the building containing a grocery store may have a maximum height of 49 ft.</p>					

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Table 16-30-2: Dimensional Requirements					
Dimension	Standard				Comments
	CDC Parcel	BCC Parcel	Lions Park Parcel	Merino Park Parcel	
					<p>[3] Each building shall not exceed 2.5 stories or 38 ft. in height within 50 ft. of Two Rivers Road or Midland Avenue, or within 150 ft. of the Frying Pan River..</p> <p>[4] Maximum front setback shall only apply to one street facing façade of a building containing a grocery store.<sup>1</sup> For all other buildings, at least 80% of the linear width of each street facing frontage must be built between the minimum and maximum front setbacks.</p>

- (2) Town Council can reduce or waive in its entirety the requirement for a full 10 foot setback on the park sides of the CDC parcel after a recommendation of the Planning and Zoning confirming that at least one of the following findings has been made.
  - a. An equivalent setback is provided on the first floor to provide a porch or deck that lessens the visual massing of the building by park users;
  - b. Requiring the setback would require the first floor of the building to be so large that it would negatively impact views required by Section 16-30(e)(1)
  - c. There is sufficient fenestration in the building to reduce the visual mass of the building so that the full top floor setback is not necessary
  - d. The third floor setback is in an area not seen by park users because of vegetation, terrain change, intervening structures, or other factors
  - e. The second floor of the building is set back from the first floor façade at least 10 feet or more on those frontages where a third floor setback is required in the table above.

(e) Other Site Development Standards.<sup>2</sup>

(1) Openings to the river.

The following openings shall be preserved for views to Roaring Fork River and for pedestrian passage by employees, occupants, or patrons of adjacent properties, and no new building shall be constructed in the areas designed as a view protection/pedestrian access zone.

- a. Required View/Pedestrian Opening 1: On the Lions Park parcel and CDC parcel, buildings shall be sited so as to preserve views and pedestrian access from the corner of Midland Avenue and the Midland Spur to the Roaring Fork River as shown on the following map.
- b. Required View Opening 2: On the CDC parcel, a view and pedestrian access from Two Rivers Road to the Roaring Fork River shall be provided along the western edge of the property, as shown on the following map.

<sup>1</sup> As an alternative, the first sentence could be revised to read “Maximum building setback shall not apply to the 150 ft. of the BCC parcel Two Rivers Road frontage closest to Midland Avenue, measured from the light pole existing on March 31, 2016 at the intersection of the Two Rivers Road and Midland Avenue.” The second sentence beginning “For all other buildings” would remain unchanged.

<sup>2</sup> Content of current CSC “Other Development Standards” have been significantly reorganized for logical flow and to better separate site and building design requirements.

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- c. Additional View Opening: To the maximum extent practicable, at least one additional view from Two Rivers Road to the Roaring Fork River should be provided somewhere west of the intersection of Two Rivers Road and the Midland Spur. This view opening shall be located so that building frontages along Two Rivers Road comply with the building façade articulation standard in Section 16-30(f)(4) below.



- (2) Pedestrian through-connections. Development on the BCC parcel shall incorporate at least one pedestrian through-connection from the Midland Avenue frontage to the Frying Pan River frontage. The required pedestrian through-connection shall be located internal to the site (at least 50 feet from the Two Rivers Road frontage).
- (3) Vitality zone. Each CSC parcel except the Merino Park parcel shall include a designated vitality zone that shall be established by the Town in the sketch plan process. The permitted uses in the vitality zone are shown on Table 1 in Section 16-29 as Community Vitality Uses and the buildings are subject to the building design standards contained in Section 16-30(f) for buildings within the vitality zone. The Town Council will establish the vitality zone considering the following:
  - a. The pedestrian and connectivity goals of the area;
  - b. The nature of the desired streetscape;
  - c. Existing and proposed adjacent uses;
  - d. The then current Master Plan, including but not limited to the Our Town Master Plan amendments; and
  - e. The goals advocated by any non-profit applicant.
- (4) Parking. Development in the CSC Zone District shall provide parking as follows:
  - a. Minimum requirements
    - 1. Hotel/Condominium Hotel —1 space per hotel room, plus 2 for management and operations.

### PROPOSED AMENDMENTS TO CSC ZONE DISTRICT

2. Residential—1 space per bedroom to a maximum of 2 spaces per unit, where an efficiency unit is counted as 1 bedroom.
  3. All other uses—1 space per 400 square feet of floor area. With the exception of handicap spaces and car share spaces, parking spaces may not be reserved for individuals or private businesses.
- b. Additional on-street parking constructed as part of the development will count for non-residential parking included in the calculation of parking spaces to be provided. The applicant shall be permitted to purchase non-residential parking spaces pursuant to the requirements of Section 16-94.
  - c. The Town Council may apply a reduction of the non-residential parking requirements following a recommendation of the Planning and Zoning Commission based on hours of operation, mixed-use, access to on-street parking, availability of local public transit, availability of parking spaces in a public parking lot or garage, expected use of WE-Cycle or other bicycle sharing programs, contribution to or participation in a car share program that serves the community, creation of a Transportation Demand Management (TDM) plan to reduce traffic volumes and parking demands below expected levels, or contribution to other desired public improvements, necessary infrastructure, or other basic Town service requirements. The Town Planner may require a recommendation from a parking consultant as outlined in Section 16-92 in order for the staff and Planning and Zoning Commission to make a recommendation and the Town Council to make a decision on the appropriate parking reduction for the development.
  - d. The visual impacts of off-street parking and loading areas shall be minimized. The design of parking and loading areas shall ensure that they support and do not detract from the Town's vitality goals for the CSC Zone District. This shall be accomplished by:
    1. Constructing structured parking primarily underground where such construction is feasible;
    2. Prohibiting surface parking between any building on the CDC, Lions Park, and Merino Park parcels and the right-of-ways of Two Rivers Road, Midland Avenue, or the Midland Spur;
    3. Locating parking and loading areas, or the access to such areas, along the rear facade or side of the building whenever feasible; or
    4. Wrapping the facades of any structured parking within other permitted uses that have a minimum depth of 18 feet or wrapping the facades with building material, grading or landscaping to break up the view of the parking and parking structure lighting from public open spaces and other activity areas. When this design option is employed the access to the structured parking shall be designed with the same attention to detail and materials as the primary façade and the access shall be integrated into the building's design and wrapping.
    5. Designating 1 or more loading zones on the site plan and regulations to govern loading.
  - e. Except as described in subsections (a) through (d) above, parking areas and structures in the CSC Zone District shall comply with the requirements of Article V, Off-street Parking and Loading.
- (5) Open spaces.
- a. To the extent possible the areas between each building with a ground floor nonresidential primary use and the adjacent street shall be visible space that is useable by customers of

PROPOSED AMENDMENTS TO CSC ZONE DISTRICT

on-site business uses or pedestrians. These areas, and the required open space areas on the site shall:

1. Abut and be level with the public sidewalk;
  2. Be open to the sky (except for awnings, covered walkways, areas under a porch and covered outdoor seating);
  3. Be directly accessible to the public; and
  4. Be provided with appropriate ground cover treatment and landscaping.
- b. Placement of street furniture and public art in required open space is encouraged, as long as a 5 foot minimum pedestrian walkway width is maintained. Items such as street furniture, educational and interpretive displays, small play features and public art that are attractive and appropriate for use by young children are encouraged. The Town may give credits towards minimum open space requirements for street furniture, fountains and similar improvements in a public right of way or other public spaces in the downtown.
- c. At least 50 square feet of private usable open space shall be provided for each dwelling unit. Private open space may include balconies above ground and lawn areas and patios behind the building. Private open space areas shall not be located in front of or adjacent to any portion of a building's vitality zone. The Town may reduce or waive a private open space requirement if the Town determines that the private open space area would interfere with the intent of the CSC Zone District.
- (6) Signage. The sign restrictions of the C-2 District will apply to non-residential uses unless modifications to those standards are approved through the CSC Development Plan Review process. However, nothing shall prevent the Town Council from adding conditions and restrictions on signage to protect adjacent properties and to further the goals of the adopted Town's Master Plan, including without limitation the Our Town Master Plan amendments.
- (7) Lighting. The lighting requirements of Section 16-431 shall apply to development within the CSC Zone District unless modified through the Exemption process outlined in Section 16-438 of the Town Code, Article XX, Exterior Lighting.
- (8) Utility and trash facilities. Utility boxes and trash/recycling facilities servicing the building shall be located outside of the public right-of-way, along the rear or side façade of the building. To the extent possible, these facilities shall be located to avoid or minimize any negative impacts on residential uses on the parcel and on adjacent parcels and to avoid interfering with pedestrian movement and experience. This requirement shall not be construed to prohibit the placement of street furniture, such as public trash containers, within the public right-of-way.
- (9) Environmentally sensitive areas. Development within the CSC Zone District shall comply with Article XXI (rivers, wetlands and environmentally sensitive areas), provided that the environmentally sensitive area review shall be conducted simultaneously with the CSC Development Plan Review if the Town Planner makes a finding that the development is within the development line established by the River Master Plan.
- (10) Community Priority Scoring System. Development within the CSC Zone District shall be exempt from the requirements of Article XXII.
- (11) Land dedications. The land and improvements, or fees in lieu, required to be provided under the provisions of Section 17-15 (Parkland Dedication) shall be calculated at one-half (½) the requirement for any deed restricted community housing units; and the provisions of Section 17-16 (School Land Dedication) shall apply at the same discounted rate for deed restricted community housing units. The Town Council may exempt or further reduce such fees for free-market and community housing during the CSC Development Plan review process pursuant to

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Section 16-419. Any reduction or elimination of school impact fees will require approval by the school district.

- (12) Development in the CSC Zone District shall meet or exceed the accessibility requirements of the Americans with Disabilities Act.
  - (13) Landscaping in the public right-of-way. Landscaping that is to be installed in the public right-of-way shall comply with the applicable provisions of the Public Works Manual.
  - (14) Curb Cuts. Development in the CSC Zone must satisfy the design criteria of the C-2 Zone District in Section 16-29(e)(4)c. regarding curb cuts.
  - (15) Street and Streetscape Improvements. All street and streetscape improvements shall comply with the Town of Basalt Complete Streets Design Manual.
- (f) Building design. All buildings shall comply with the following requirements, if applicable:
- (1) Building Typologies and Guiding Principles. The typologies from the Our Town amendments to the Town of Basalt Master Plan that the Town determines are most applicable to the type of development proposed in the project, as well as other building design standards and guidelines contained in the Our Town Master Plan amendments. Those guiding principles include:
    - Building scale compatible with historic downtown;
    - Variety of western roof forms;
    - Street level interest; and
    - Contemporary reinterpretations.
  - (2) Buildings within the portion of the site designated as the vitality zone (as that term is defined in Section 16-29 of this Code) shall incorporate a store-front design at the street level, with windows suitable for retail goods display that are designed to attract pedestrian interest at the street level. The storefront windows along the façade of the vitality zone shall be transparent so as to permit the activities within the building to be visible to pedestrians along the adjacent street. Commercial spaces at street level should have a ceiling height consistent with those within the historic downtown.
  - (3) Any new buildings constructed at prominent corners shall contain both ground floor and upper floor elements that reflect timeless design and visually emphasize the importance of the corner through vertical elements, changes in materials or color, changes in articulation patterns, or entryways, or similar features.
  - (4) Building facades along streets shall be designed to reflect the general 20-30 ft. width of street facing building facades in older areas of downtown Basalt. Building facades wider than 30 ft. shall include vertical projections or insets from grade level to the eave of a pitched roof or the top of a flat roof or parapet at a linear spacing of no less than 20 feet and no greater than 30 ft.
  - (5) Building facades along pathways that connect buildings to public spaces, and along alleys or other frontages with pedestrian traffic shall contain projections from or insets into the wall plane, windows, doors, or changes in material to ensure that no section of building wall longer than 30 feet is of uniform materials, color, and appearance unless waived or modified by the Town Council after recommendation by the Planning and Zoning Commission.
  - (6) The ground floor of any new structure in the vitality zone shall be at grade with adjacent sidewalks or passageways, and there shall be no steps between the sidewalk and the primary building entry. However, in order to satisfy grade issues, steps may be included between the sidewalk and the street if the applicant demonstrates that providing steps is the best way to address grades on the site.

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- (g) Zone District review procedures and submission requirements.
- (1) CSC Development Plan review procedures. No new development shall occur in the CSC Zone District without CSC Development Plan review and approval. CSC Development Plan review shall be conducted in 2 stages, these being Sketch Plan review and Final Plan review.
- a. Sketch Plan review. Sketch Plan review is intended to provide the Town with a general overview of the project including a description of existing conditions, proposed mix of uses, height, floor area and parking, as well as its relationship to neighboring properties and consistency with the Town's Master Plan, the River Master Plan and applicable Code provisions. Sketch Plan review shall involve the following procedural steps:
1. The initial step in Sketch Plan review shall be a determination of whether the proposed project is community serving and is eligible for rezoning to the CSC Zone District. This determination may be made administratively by the Town Planner or the Town Planner may refer this matter to the Planning Commission and Town Council. If the determination is referred, then the Planning Commission and Town Council consideration shall occur at a jointly held public hearing.
  2. Any project that is determined to be community serving and eligible for rezoning to the CSC Zone District may then proceed through Sketch Plan review. Sketch Plan review shall require a review by the Planning Commission. The Commission is authorized to recommend approval, approval with conditions, or denial of the Sketch Plan application following a duly noticed public hearing. The Planning Commission review shall be followed by a review by the Town Council at a duly noticed public hearing. Following the closure of the public hearing, the Town Council may approve, approve with conditions, or deny the application.
- b. Final Plan review. Final Plan review is intended to provide the Town with a more detailed description of the proposed development program, to respond to issues raised in the sketch plan review and to present additional information required in the Sketch Plan review. Final Plan review shall require a review by the Planning Commission at a regular meeting. The Commission is authorized to recommend approval, approval with conditions, or denial of the Final Plan application. The Planning Commission review shall be followed by a review by the Town Council at a duly noticed public hearing. Following the closure of the public hearing, the Town Council may approve, approve with conditions, or deny the application. The Town Planner may schedule a joint meeting of the Planning Commission and Town Council prior to the initial Final Plan review by the Commission.
- c. Community Serving Subdivision. A property which is zoned CSC is eligible to be subdivided as a Community Serving Subdivision pursuant to the provisions of Section 17-84.5 of this Code provided no more than four initial lots are created by the Owner. The Community Serving Subdivision shall be processed concurrently with the CSC Development Plan. However, nothing herein requires the qualifying non-profit organization to use the Community Serving Subdivision process if the owner would rather utilize another eligible subdivision process in the Code at the time of the subdivision.
- (2) Sketch Plan submission contents. The application for the Sketch Plan stage of CSC Development Plan review shall include the following:
- a. Completion of standard application forms and authorization from the owner for the filing and processing of the application and fees.
  - b. Description of existing conditions.
  - c. A legal description of the property, an ALTA survey and a copy of any easement or recorded document referenced on the ALTA survey.
  - d. A list with addresses of all property owners within 300 feet of the property.

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- e. A description of the development program including: major objectives of the development; proposed mix of uses with approximate square footages of each use and number of any free-market and community housing units and allowed locations; parking capacity, location and types; access locations and vehicle and pedestrian circulation; proposed phasing and timing; and plan for satisfying the goals of the development plan. Numbers can be provided in a range.
  - f. Schematic development plan (at a scale of at least 1 inch per 100 feet) showing horizontal relationships of the proposed development with property boundary, setbacks and proposed uses.
  - g. Information and drawings providing a schematic level description and illustration of the height, scale and mass of proposed structures from important perspectives, as well as proposed open spaces narrative and graphic descriptions of the character and style of architecture by the end of Sketch Plan review.
  - h. Narrative addressing relationship of the project to neighboring properties and consistency with the Town's Master Plan, the River Master Plan; Streetscape Plan and any other long range planning documents as deemed appropriate by the Town.
  - i. Narrative description of how utilities are to be provided to and through the site by a licensed professional engineer along with an assessment as to the feasibility of the applicant's proposal. Describe whether any existing utilities or easements will need to be relocated or vacated, and generally the plan for accomplishing this. The engineer's assessment at a minimum must address potable water, sanitary sewer, drainage and storm sewer, electrical power, natural gas power, and flood protection where applicable. Describe whether the power lines will be below ground or overhead. The applicant may include maps depicting the alignment of utilities but it is not required at Sketch Plan. The engineer's assessment shall outline any known engineering and utility issues and generally describe how they will be addressed in the final site plan review.
  - j. Proof of ability to apply the CSC Zone District.
  - k. General statements describing how the elements of the development will satisfy the criteria required for the CSC Zone and explanation for any reductions in requirements allowed through the site plan process.
  - l. Statements addressing how the development intends to satisfy requirements that apply to the development found in other sections of the Code applicable to the type of development being proposed, including but not limited to: any annexation requirements; school and parkland dedication; floodplain development permit and regulations, and community housing, including any need for relocation housing.
  - m. Description of how the development addresses the Town's goals toward sustainable building, energy efficiency and waste reduction.
  - n. A study of the shading or shadow impacts that the proposed buildings may cause on public or private rights-of-way or other public spaces within or surrounding the project.
  - o. Additional information. Any additional information reasonably required by the Town to review the application and to verify compliance with the provisions of this Code.
- (3) Final Plan submission contents. The application for the Final Plan stage of CSC Development Plan review shall include the following
- a. Same as above along with such additional or refined information and analysis as may be required by the Town Council in order to address issues raised in the Sketch Plan review or to verify compliance with the provisions of this Code.

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- b. Off street parking and loading areas, including the location, type and capacity of proposed parking areas, and written justification for any proposed reductions or fee-in-lieu of parking proposals
  - c. The location of all ways for ingress and egress to all buildings and parking areas.
  - d. Service and loading areas and refuse and recycling collection areas.
  - e. Site/building program.
  - f. Development plan which meets the requirements of Section 16-66(3)b. Following Final Plan approval the applicant shall record a development plan containing the elements of the Town Council's approval.
  - g. Reserved.
  - h. Proposed schedule and phasing.
  - i. Identification of potential construction and maintenance easements needed for zero-lot line development and plan for obtaining such easements.
  - j. Draft Master Development Agreement which generally describes the public improvements to be constructed in connection with the project, the timing of such construction, the parties responsible for completion of the public improvements and the financial security to be provided.
- (4) Building, engineering and site design review. Building, engineering and site design review is intended to provide the Town with the final architectural, engineering, landscaping and other technical documents that are a precursor to the actual construction of the project. Following approval of the final CSC Development Plan and any other associated land use actions and prior to issuance of a building permit for each lot or development site, the then-owner of a lot or development site shall comply with the following submission requirements and review procedures:
- a. The owner shall prepare and submit architectural drawings, elevations and perspective drawings of all proposed structures and improvements intended to show the relationship of the proposed structures to the surroundings. Such drawings shall depict proposed building materials, fenestration, mechanical equipment (and screening of such equipment) and similar architectural details but need not be the result of final architectural design.
  - b. The owner shall submit final engineering documents, including plans and specifications for streets, water, sewer and drainage and the engineers' cost estimates for all public improvements to be installed on the lot or building site within dedicated land areas, rights-of-way or easements.
  - c. Following construction, the owner shall provide as-built mapping and diagrams for utility installations in an electronic computerized format of a type approved by the Town Engineer or Public Works Director.
  - d. The owner shall describe the character and type of landscaping, lighting and signage to be provided. The landscaping shall be indicated in tabular form, showing the type of plant material, minimum size and quantity. The approximate location of landscaping shall be indicated on a site plan. The lighting description shall describe how the lighting complies with the final site plan approval and any exemptions that will be necessary pursuant to Section 16-438 of the Town Code, Article XX, Exterior Lighting. The signage plan shall provide detailed information sufficient to determine whether the location, size, number and character of the proposed signs comply with the requirements of Section 16-131 et seq. of the Town Code, Article VII, Signs.

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- e. The owner shall provide an anticipated time table for completion of development including the anticipated dates for completion of any phase.
  - f. The owner shall provide a title insurance policy indicating that the property is free and clear of all ownership disputes, liens or encumbrances which would impair the property to be utilized for the uses approved. The title policy shall provide verification that all owners and lien-holders have approved the final subdivision plat.
  - g. The owner shall demonstrate compliance with Article II, Chapter 17, Design Standards and Requirements for Subdivisions.
  - h. The owner shall demonstrate compliance with Article V, Chapter 17, Public Improvements Acceptance and Guarantees.
    - 1. The owner shall provide a Subdivision Improvement Agreement for public or quasi-public improvements to be constructed by the owner and other draft agreements and conveyances that apply to the development as whole or to community housing or other restrictions or requirements.
    - 2. The owner shall provide a Construction Management Plan and shall submit a request for the use of any of the Town's property for construction or construction management purposes.
    - 3. The owner shall demonstrate compliance with the Final CSC Development Plan approval applicable to the application and any other Town approval.
  - i. The owner shall submit the information necessary to satisfy the foregoing requirements for review by the Technical Review Committee. TRC review shall be limited to a consideration and review of the project's compliance with the approval documents applicable to the development, relevant standards applicable to buildings and final subdivision plats. Following such review and after all necessary additions or corrections are made, the building, engineering and site design information shall be forwarded to the Town Council along with the recommendation of the Technical Review Committee. In its final development plan review approval the Council can delegate this review to the Planning and Zoning Commission.
  - j. The building, engineering and site design information submitted by the owner, together with the recommendation of the Technical Review Committee, shall be considered by the Town Council (or the Planning and Zoning Commission if the Council refers the approval to the Planning and Zoning Commission in the final approval) at a noticed public hearing. The board's review shall be limited to a consideration and review of the project's compliance with the applicable approval documents and relevant standards applicable to buildings and final subdivision plats. The Town Council shall make a final decision to approve the building, engineering and site design proposal subject to modifications or conditions, or to deny such proposal. Nothing eliminates the requirement to comply with the Building Code. The Town's approval shall be considered the Site Specific Development Plan.
- (5) Amendments to a Sketch Plan or Final CSC Development Plan. Amendments to a Sketch Plan approval or Final Plan shall be processed as follows:
- a. Sketch Plan approval. After Sketch Plan approval an applicant may make insubstantial amendments to the approved sketch plan before submitting a Final CSC Development Plan for review. Substantial amendments shall be processed under the same procedures as used for the original adoption. "Substantial" shall have the same meaning as in Section 16-65(d)(2). The initial determination of whether an amendment is insubstantial or substantial shall be made by the Town Planner.
  - b. Final CSC Development Plan approval. After Final Development Plan approval, the TRC may review and approve of minor amendments to the approval documents necessary to

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effectuate the intent of the Final Plan Approval. The applicant shall have the ability to appeal a TRC decision on a minor amendment to the Town Council at a public meeting in which 15 days written notice of the public meeting has been provided to the appellants.

- c. Substantial amendments and amendments which the Town Planner determines are not minor amendments but are consistent with the Sketch Plan approval shall be processed pursuant to the Final Plan submission and review procedures. Substantial amendments and any amendments which the Town Planner determines are not minor amendments and are not consistent with the Sketch Plan approval shall be processed pursuant to the Sketch Plan and Final Plan submission and review procedures.

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**Sec 16-4 Definitions** – *the following definitions are proposed to be added, except for the definition of condominium hotel, which is proposed to be revised as shown below.*

16-4 Brewpub/Distillery -- A facility licensed as a brewpub or distillery by the state that annually manufactures and sells in the facility not more than 5,000 barrels of beer, or not more than 25,000 gallons of distilled spirits, only for consumption on the premises.

Community Center – A facility available for public activities, including but not limited to events, performances, entertainment, celebrations, meeting rooms, public classrooms and indoor gardens. The space is intended to be available for use by the public. However, the space may be rented by one or more parties at any time.

Condominium Hotel (or condotel or condo-hotel) -- A hotel or motel operated under a condominium form of ownership. As used in this definition, the term unit or sleeping unit means the sleeping unit to be sold as a condominium hotel unit. A condominium hotel must satisfy the following requirements:

- a. Be subject to the complete control and management of a single hotel or motel operator for operation as a hotel or motel.
- b. Except for dwelling units to be used by a manager or employees or any deed-restricted affordable housing, condominium hotels shall contain no dwelling units and contain only individual sleeping units that are permanently dedicated to rental to the public for transient occupancy on a full-time basis by the hotel operator. A unit owner(s) may not occupy their unit for more than sixty (60) days out of a calendar year and may not occupy their unit more than twenty-nine (29) consecutive days.
- c. Contain and maintain standardized furniture, furnishings and decor in all individual sleeping units.
- d. Be advertised and appropriately marked with signage as a hotel or motel.
- e. Be served by singly metered utility services, and with a central telephone system and central cable television system installed in all individual sleeping units.
- f. Contain no individual sleeping unit that contains washer/dryer equipment or connections.
- g. Be created, sold and maintained under documentation, including condominium declaration, bylaws, sales brochures and pre-construction agreements, in form and content approved by the Town Attorney that adequately discloses and ensures that the facility will in all respects be permanently and exclusively operated as a hotel or motel and will not be occupied as a multi-family dwelling.
- h. Fifty percent (50%) of the units in a condominium hotel development shall be available for rent or occupancy to the general public at all times.

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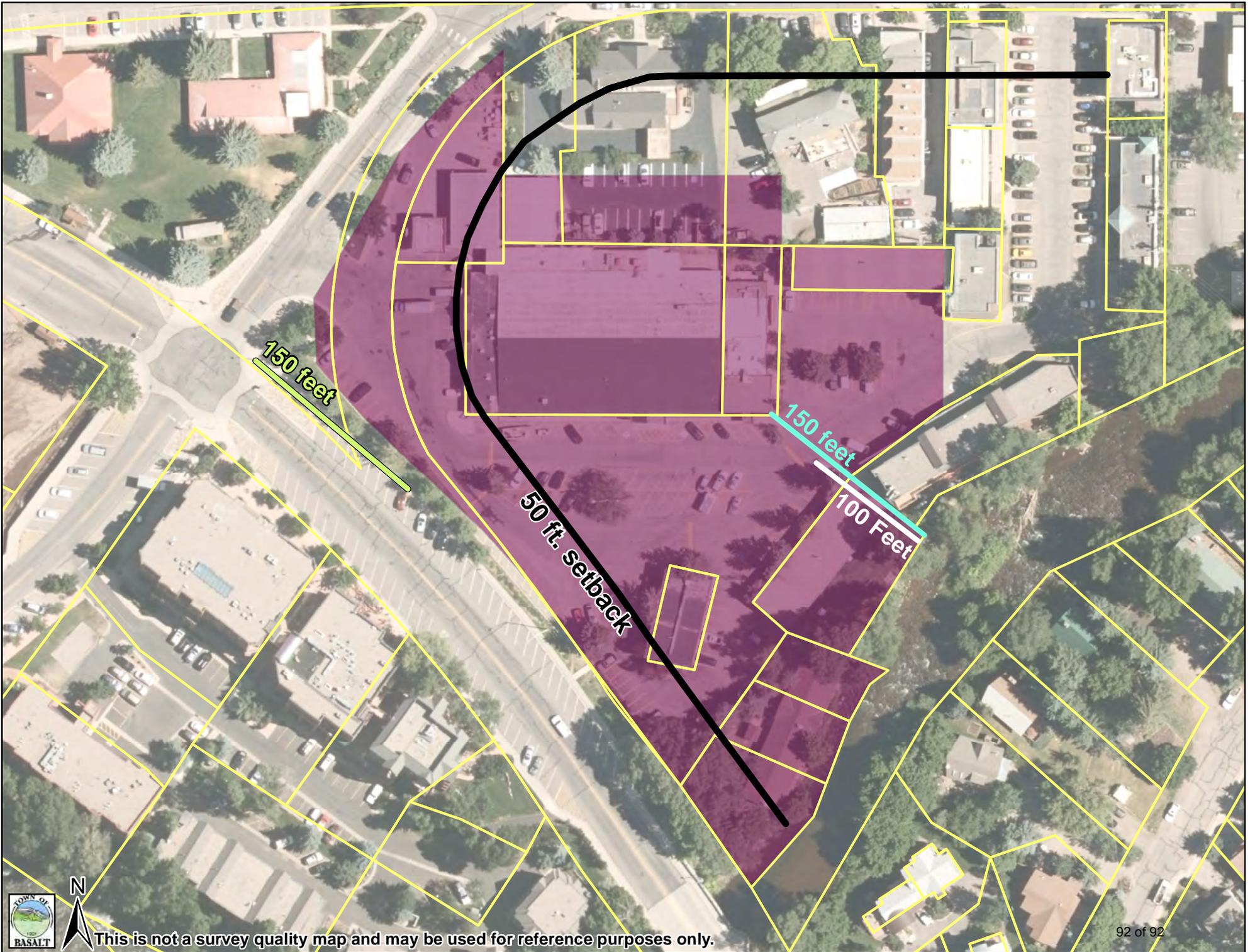
- i. A unit owner(s) shall notify the operator or management company at least sixty (60) days in advance of an intent to occupy their unit. Availability shall not be guaranteed for a unit owner(s) in the absence of such a reservation and in that event the unit shall remain available to the public. Until fifty percent (50%) of the units are reserved by unit owners, a unit owner may reserve his or her unit for occupancy as long as the unit owner notifies the operator at least sixty (60) days in advance of occupancy. After the sixty-day advance period, a unit owner may reserve his or her unit if it is available and the fifty percent (50%) requirement outlined in Subsection h. above is not exceeded.
- j. Upon commencing operations as a condominium hotel, the operator or management company shall submit a quarterly report to the Finance Department containing information reasonably necessary to indicate compliance with the Town's lodging tax provisions.
- k. A unit owner(s) shall not store automobiles on the site when they are not occupying a unit.

If a proposed development does not meet requirements a through k above, the Town Council may determine that a proposed development nevertheless qualifies as a Condominium Hotel if it finds that the proposed development, together with any related covenants, conditions, restrictions, or agreements between the developer and the Town, will ensure that at least the same number or a greater number of the condominium hotel units will be occupied for the same or a greater number of days each year as a Condominium Hotel that meets all of the requirements in subsections a through k above.

Entertainment -- A facility providing entertainment or recreation activities, including but not limited to theaters, bowling alleys, nightclubs, game centers, gymnasiums, health clubs, and climbing wall centers or rooms that can be rented for parties or events, where all activities take place within enclosed structures. This use does not include a conference center, adult arcade, adult bookstore, adult video store, adult novelty store, adult cabaret, adult entertainment establishment, sexually oriented business, adult motel, adult motion picture theater, or adult theater.

Makerspace/Craft Industry – a facility that contains one or more artists or craft industries. A makerspace is a community center that includes manufacturing equipment, community and education for the purposes of enabling individuals to design, prototype and create manufactured works. A craft industry encompasses goods that are handmade by artisans or those skilled in a particular trade, including but not limited to art galleries, handmade textiles, food, beverages, and culinary products. Produces made on site may also be sold on site. No such individual facility shall be larger than 6,500 total square feet.

Small Business Incubator -- A facility operated to encourage and support the growth and success of entrepreneurial companies by providing a variety business support resources and services, including but not limited to physical space, coaching and mentoring services, access to financing, networking connections, shared supply purchasing, or shared data systems and resources.



This is not a survey quality map and may be used for reference purposes only.