



PLANNING COMMISSION REGULAR MEETING

448 E. 1st Street, Room 190 Salida, Colorado 81201

August 26, 2024 - 6:00 PM

AGENDA

Email public comments to: planning@cityofsalida.com

Please register for the Planning Commission meeting:
<https://attendee.gotowebinar.com/rt/1909092342220683277>

CALL TO ORDER BY CHAIRMAN – 6:00 PM

ROLL CALL

APPROVAL OF THE MINUTES

- [1.](#) Approval of Minutes of Regular Meeting of July 9, 2024
- [2.](#) Approval of Minutes of Regular Meeting of July 22, 2024
- [3.](#) Approval of Minutes of Work Session of July 22, 2024

UNSCHEDULED CITIZENS

AMENDMENT(S) TO AGENDA

PUBLIC HEARINGS

Public Hearings will follow the following procedure:

- | | |
|---|--|
| A. Open Public Hearing | E. Public Input |
| B. Proof of Publication | F. Close Public Hearing |
| C. Staff Review of Application/Proposal | G. Commission Discussion |
| D. Applicant's Presentation (if applicable) | H. Commission Decision or Recommendation |
- [4.](#) 137 Cotopaxi Lane Multiple Principal Structures - Limited Impact Review
 - [5.](#) Salida Montessori Public School - Location & Extent Review

UPDATES

UNFINISHED BUSINESS

NEW BUSINESS

COMMISSIONERS' COMMENTS

ADJOURN

**An alternate can only vote on, or make a motion on an agenda item if they are designated as a voting member at the beginning of an agenda item. If there is a vacant seat or a conflict of interest, the Chairman shall designate the alternate that will vote on the matter. If a Voting member shows up late to a meeting, they cannot vote on the agenda item if the alternate has been designated.



PLANNING COMMISSION REGULAR MEETING

448 E. 1st Street, Room 190 Salida, Colorado 81201

July 09, 2024 - 6:00 PM

MINUTES

Email public comments to: planning@cityofsalida.com

Please register for the Planning Commission meeting:
<https://attendee.gotowebinar.com/rt/1909092342220683277>

CALL TO ORDER BY CHAIRMAN – 6:00 PM

ROLL CALL – 6:07 PM

APPROVAL OF THE MINUTES – 6:08 PM

1. APPROVAL OF MINUTES OF JUNE 24, 2024
 Motion: Bomer Second: Dockery
 Voting Yea: Chairman Follet, Vice-Chair Bomer, Commissioner Kriebel, Commissioner Dockery, Commissioner Colby, Alternate Commissioner Layton, Alternate Commissioner Bush

UNSCHEDULED CITIZENS - None

AMENDMENT(S) TO AGENDA - None

PUBLIC HEARINGS

Public Hearings will follow the following procedure:

- | | |
|---|--------------------------|
| A. Open Public Hearing | E. Public Input |
| B. Proof of Publication | F. Close Public Hearing |
| C. Staff Review of Application/Proposal | G. Commission Discussion |
| D. Applicant's Presentation (if applicable) | H. Commission Decision |

2. Recommendation on Proposed Salida Quality Farms, LLC / Meadowlark Drive Annexation

The applicant, Salida Quality Farms, LLC, represented by James L. Treat has submitted a complete application to annex the property located off Meadowlark Drive between CR 120 and CR 140 adjacent to the western edge of the Angelview subdivision (Parcel Number 380706200024) along with portions of County Road 120 and County Road 140, totaling 48.98 acres. This is a series annexation, with annexation plat A-1 preceding annexation plat A-2. As such, contiguity requirements are satisfied for both properties (C.R.S. 31-12-104).

- A. Open Public Hearing - 6:09 PM
- B. Proof of Publication
- C. Staff Review of Application/Proposal - Carolyn Poissant presenting – 6:10 PM
- D. Applicant's Presentation (if applicable) - Dee Dubin, Andi Bruno, and Bill Hussey – 6:14 PM
- E. Public Input - 6:33 PM
- F. Close Public Hearing - 6:44 PM
- G. Commission Discussion - 6:44 PM
- H. Commission Decision or Recommendation - below

Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the City Clerk at 448 E. 1st Street, Ste. 112, Salida, CO 81201, Ph. 719-530-2630 at least 48 hours in advance.

Motion:

"I hereby make a motion to recommend City Council approve the proposed Salida Quality Farms, LLC Annexation as it meets the findings of fact for annexation, subject to the following conditions to be included in the Annexation Agreement:

1. All proposed development shall comply with the provisions of the Municipal Code.
2. A minimum of 4 acres of park and open space, generally consistent with the location and configuration adjacent to Angelview Subdivision as shown on the Concept Plan submitted with the annexation application, shall be dedicated prior to development of the parcel. Such dedication shall not preclude any requirements for additional park and open space dedication or fees-in-lieu associated with future development of the property.

Motion made by Vice-Chair Bomer, Seconded by Commissioner Kriebel. – **6:45 PM**

Voting Yea: Chairman Follet, Vice-Chair Bomer, Commissioner Kriebel, Commissioner Dockery, Commissioner Colby, Alternate Commissioner Layton, Alternate Commissioner Bush

MOTION APPROVED 7-0**3. Recommendation on Proposed R-3 Zoning - Salida Quality Farms, LLC / Meadowlark Drive**

Following approval of the Salida Quality Farms, LLC / Meadowlark Drive Annexation of a 43.02-acre property plus portions of the CR 120 and CR 140 rights-of-way (48.98 acres total) into the City of Salida, the applicant James L. Treat, representing Salida Quality Farms, LLC has requested a designation of the R-3 High Density Residential zone district. The area annexed must be brought under the municipality's zoning ordinance within 90 days from the effective date of the annexation ordinance.

A. Open Public Hearing - 6:46 PM

B. Proof of Publication

C. Staff Review of Application/Proposal - Carolyn Poissant presenting – 6:47 PM

D. Applicant's Presentation (if applicable) - Bill Hussey presenting – 6:51 PM

E. Public Input - 7:04 PM

F. Close Public Hearing - 7:13 PM

G. Commission Discussion - 7:14 PM

H. Commission Decision or Recommendation - below

Motion:

"To approve the proposed zoning of the Salida Quality Farms, LLC / Meadowlark Drive property as proposed to be annexed, to R-3 High-Density Residential Zone District, as it meets the applicable review standards."

Motion made by Vice-Chair Bomer, Seconded by Commissioner Dockery. – **7:28 PM**

Voting Yea: Chairman Follet, Vice-Chair Bomer, Commissioner Kriebel, Commissioner Dockery, Commissioner Colby, Alternate Commissioner Layton, Alternate Commissioner Bush

MOTION APPROVED 7-0**4. Recommendation on Proposed Suesse Annexation**

The applicant, Ned Suesse, has submitted a complete application to annex the 5.71-acre property located at 6953 County Road 105, plus a 0.27-acre portion of Confluence Road right-of-way. The request to zone the property will be considered during a separate Planning Commission public hearing.

- A. Open Public Hearing - 7:29 PM
- B. Proof of Publication
- C. Staff Review of Application/Proposal - Carolyn Poissant presenting – 7:30 PM
- D. Applicant's Presentation - Ned Suesse presenting – 7:36 PM
- E. Public Input - 7:58 PM
- F. Close Public Hearing - 7:59 PM
- G. Commission Discussion – 8:00 PM
- H. Commission Decision or Recommendation - below

Motion:

I hereby make a motion to recommend City Council approve the proposed Suesse Annexation as it meets the findings of fact for annexation, subject to specific conditions as outlined below:

1. All proposed development shall meet the requirements of the Municipal Code.
2. The Annexation Agreement shall acknowledge and document the following items:
 - a. the city's intent to serve the property with appropriate public utilities;
 - b. all applicable cost recovery agreements and payment terms and conditions;
 - c. the city acknowledges and allows use of the existing well until failure, after which time the owner shall connect to city water;
 - d. the city acknowledges that existing agricultural uses are allowed to continue and existing associated structures may remain on the property;
 - e. the city acknowledges that a 0.27-acre Confluence Road dedication was made by the owner free from any compensation.

Recommendations added to (2.) "annexation agreement motion":

- f. the applicant will be only proportionately responsible for future intersections and / or common road improvements;
- g. there will be no minimum density applied to parcel(s) containing existing historic structures.

Motion made by Vice-Chair Bomer, Seconded by Chairman Follet. – **8:11 PM**

Voting Yea: Chairman Follet, Vice-Chair Bomer, Commissioner Kriebel, Commissioner Dockery, Commissioner Colby, Alternate Commissioner Layton, Alternate Commissioner Bush

MOTION APPROVED 7-0

5. Recommendation on Proposed R-3 Zoning - 6953 County Road 105 (Suesse Annexation)

Following approval of the Suesse Annexation of a 5.71-acre property plus a 0.27-acre portion of Confluence Drive right-of-way into the City of Salida, the applicant, Ned Suesse, has requested a designation of the High Density Residential (R-3) zone district. The area annexed must be brought under the municipality's zoning ordinance within 90 days from the effective date of the annexation ordinance.

A. Open Public Hearing – 8:14 PM

B. Proof of Publication

Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the City Clerk at 448 E. 1st Street, Ste. 112, Salida, CO 81201, Ph.719-530-2630 at least 48 hours in advance.

C. Staff Review of Application/Proposal - Carolyn Poissant presenting – 8:15 PM

D. Applicant's Presentation (if applicable) - Ned Suesse presenting – 8:18 PM

E. Public Input - 8:19 PM

F. Close Public Hearing - 8:19 PM

G. Commission Discussion - 8:20 PM

H. Commission Decision or Recommendation - below

Motion:

"To approve the proposed zoning of Suesse property as proposed to be annexed to R-3 High-Density Residential Zone District, as it meets the applicable review standards."

Motion made by Vice-Chair Bomer, Seconded by Commissioner Colby. – **8:21 PM**

Voting Yea: Chairman Follet, Vice-Chair Bomer, Commissioner Kriebel, Commissioner Dockery, Commissioner Colby, Alternate Commissioner Layton, Alternate Commissioner Bush

MOTION APPROVED 7-0

6. Shaken Roost Major Subdivision – Major Impact Review

The hearing is regarding a major impact review application submitted by Joni Baker of Shaken Roost LLC, for a major subdivision of a .95 acre parcel located on the south side of Illinois Avenue, between Milford and Teller Streets. The proposed subdivision will consist of 14 duplex lots for the construction of 14 residential units configured as seven (7) duplex residential structures. The site is zoned Commercial District (C-1).

A. Open Public Hearing – 8:22 PM

B. Proof of Publication

C. Staff Review of Application/Proposal - Glen Van Nimwegen Presenting – 8:23 PM

D. Applicant's Presentation (if applicable) - Jamie Baker Presenting - 8:24 PM

E. Public Input - 8:38 PM – Ellen Miller spoke

F. Close Public Hearing - 8:42 PM

G. Commission Discussion - 8:42 PM

H. Commission Decision or Recommendation - below

Motion:

"I make a motion to recommend the City Council approve the Shaken Roost Major Subdivision as it meets the review standards for a subdivision, subject to the following conditions:

1. Prior to Council review of the major subdivision, the applicant will work with Xcel Energy to determine if additional public utility easements are required to serve the subdivision. If so, the plat shall be amended to show the new easements.
2. Prior to recordation of the final plat, Council shall approve a subdivision improvement / inclusionary housing agreement for the project to generally address the amount, timing and guarantee of the construction of public improvements that are necessary for the project; require

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the provision of any fees-in-lieu (schools and open space) and affordable housing consistent with Article XIII of Chapter 16 of the Salida Municipal Code.

a. Two (2) built inclusionary housing units shall be provided per the requirements of Sec. 16-13-60 of the Salida Municipal Code. Additionally, fees-in-lieu for the remaining two (2) proposed units (2/6) shall be paid per the fee schedule in place at time of building permit.

3. The final plat shall have the following notes and additions:

a. Pursuant to Section 16-6-140 of the Salida Municipal Code (SMC), Fair Contributions to School Sites as may be amended, at the time that residential dwelling units are constructed on any of the lots herein, a payment in lieu of land dedication for Fair Contributions to Public School Sites shall be paid by the owner of each lot within this subdivision prior to issuance of a building permit for any new residence on such lot.

b. Pursuant to Section 16-6-120(8) of the SMC, Parks, Trails and Open Space fees-in-lieu shall be provided at the time of development (issuance of a building permit) per the fee schedule in place at time of building permit.

c. Provide a Typical Building Setback exhibit like as shown under Observations #4 above.

d. Provide a note stating the Access Easements and Outlot for Retention Pond will not be maintained by the City of Salida; or will be maintained by the homeowner's association per the C.C.& R.s recorded at Reception No. _____.

e. The Shaken Roost Major Subdivision meets the standards of Chapter 16 of the SMC and is subject to the terms of the executed Subdivision Improvement and Inclusionary Housing Agreement as recorded at Reception No. _____.

f. Pursuant to Section 16-6-120(11) of the SMC, no residential façade elevation may be repeated more than once per five (5) lots on the same side of the street.

4. Water and sewer system development fees are due at the time of issuance of a building permit per the fee schedule in place at time of building permit.

5. The applicant will continue to work with Xcel Energy to receive approval of utility access and maintenance as outlined in Attachment 6."

Changes to motion:

1. Stike prior to council review and continue with "applicant will work with Xcel."
2. a. First Inclusionary Housing unit must receive certificate of occupancy (CO) no later than the sixth market rate unit.

Motion made by Vice-Chair Bomer, Seconded by Commissioner Kriebel. – **8:44 PM**

Voting Yea: Chairman Follet, Vice-Chair Bomer, Commissioner Kriebel, Commissioner Dockery, Commissioner Colby, Alternate Commissioner Layton, Alternate Commissioner Bush

MOTION APPROVED 7-0

UPDATES – 8:45 PM

COMMISSIONERS' COMMENTS – 8:45 PM

ADJOURN – 8:48 PM

Motion made by Commissioner Kriebel, Seconded by Vice-Chair Bomer

APPROVED BY VOICE VOTE

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PLANNING COMMISSION REGULAR MEETING-

448 E. 1st Street, Room 190 Salida, Colorado 81201

July 22, 2024 - 6:00 PM

MINUTES

Email public comments to: planning@cityofsalida.com

Please register for the Planning Commission meeting:
<https://attendee.gotowebinar.com/rt/1909092342220683277>

CALL TO ORDER BY CHAIRMAN – 6:00 PM

ROLL CALL – 6:01PM

APPROVAL OF THE MINUTES – N/A

UNSCHEDULED CITIZENS – 6:02 PM: None

AMENDMENT(S) TO AGENDA – 6:02 PM: None

PUBLIC HEARINGS

1. Recommendation on Proposed Annexation – Salida School District / 627 Oak Street
 - A. Open Public Hearing – 6:02 PM
 - B. Proof of Publication – 6:02 PM
 - C. Staff Review of Application/Proposal – 6:03 PM: presentation done by Kathryn Dunleavy
 - D. Applicant's Presentation (if applicable) – 6:09 PM
 - E. Public Input – 6:09 PM
 - F. Close Public Hearing – 6:09 PM
 - G. Commission Discussion – 6:10 PM
 - H. Commission Decision or Recommendation – 6:11 PM

I make a motion to recommend City Council approve the proposed Salida School District annexation as it meets the findings of fact for annexation.

Motion made by Vice-Chair Bomer, Seconded by Commissioner Colby.

Voting Yea: Chairman Follet, Vice-Chair Bomer, Commissioner Dockery, Commissioner Colby, Commissioner Derwingson, Alternate Commissioner Bush

2. Recommendation on Proposed Zoning – Salida School District / 627 Oak Street
 - A. Open Public Hearing – 6:11 PM
 - B. Proof of Publication – 6:11 PM
 - C. Staff Review of Application/Proposal – 6:11 PM: presentation done by Kathryn Dunleavy
 - D. Applicant's Presentation (if applicable) – 6:15 PM
 - E. Public Input – 6:16 PM
 - F. Close Public Hearing – 6:16 PM
 - G. Commission Discussion – 6:16 PM
 - H. Commission Decision or Recommendation 6:16 PM

I make a motion to recommend the City Council approve the proposed zoning of the subject site to Commercial (C-1) Zone District, as it meets the review standards for a zoning/rezoning.

Motion made by Vice-Chair Bomer, Seconded by Commissioner Dockery.

Voting Yea: Chairman Follet, Vice-Chair Bomer, Commissioner Dockery, Commissioner Colby, Commissioner Derwingson, Alternate Commissioner Bush

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UPDATES – 6:17 PM

COMMISSIONERS' COMMENTS – 6:17 PM

ADJOURN – 6:18 PM

Motion: I move to adjourn.

Motion made by Vice-Chair Bomer, Seconded by Commissioner Colby.

Voting Yea: Chairman Follet, Vice-Chair Bomer, Commissioner Dockery, Commissioner Colby, Commissioner Derwingson, Alternate Commissioner Bush

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PLANNING COMMISSION WORK SESSION

448 E. 1st Street, Room 190 Salida, Colorado 81201

July 22, 2024 - 6:30 PM

MINUTES

Please register for the Planning Commission Work Session meeting:

<https://attendee.gotowebinar.com/register/7256115246685999119>

CALL TO ORDER BY CHAIRMAN - 6:00 PM

DISCUSSION ITEMS

1. Planning Commission Bylaws Discussion

PRESENTATIONS – 6:32 PM: presented by Nina Williams

COMMISSIONERS' COMMENTS – 6:40 PM

ADJOURN – 6:58 PM

Motion: I move to adjourn.

Motion made by Chairman Follet, Seconded by Vice-Chair Bomer.

Voting Yea: Chairman Follet, Vice-Chair Bomer, Commissioner Dockery, Commissioner Colby, Commissioner Derwingson, Alternate Commissioner Bush



STAFF REPORT

MEETING DATE: August 26, 2024

AGENDA ITEM TITLE: 137 Cotopaxi Lane – Limited Impact Review, Multiple Principal Structures

AGENDA SECTION: Public Hearing

REQUEST:

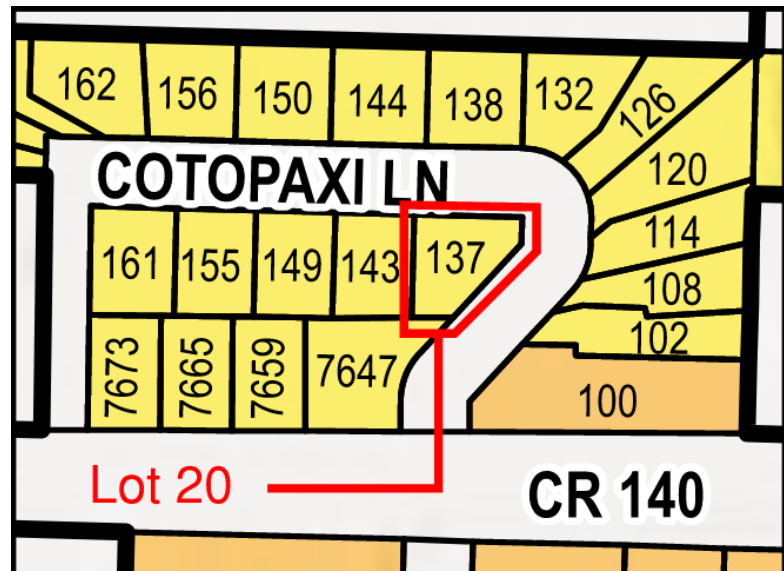
The request is for limited impact review approval for three (3) dwelling units within two (2) multiple principal structures on a lot known as Lot 20 of West End Subdivision of Salida (137 Cotopaxi Lane). The property is located in the Medium Density Residential (R-2) Zone District.

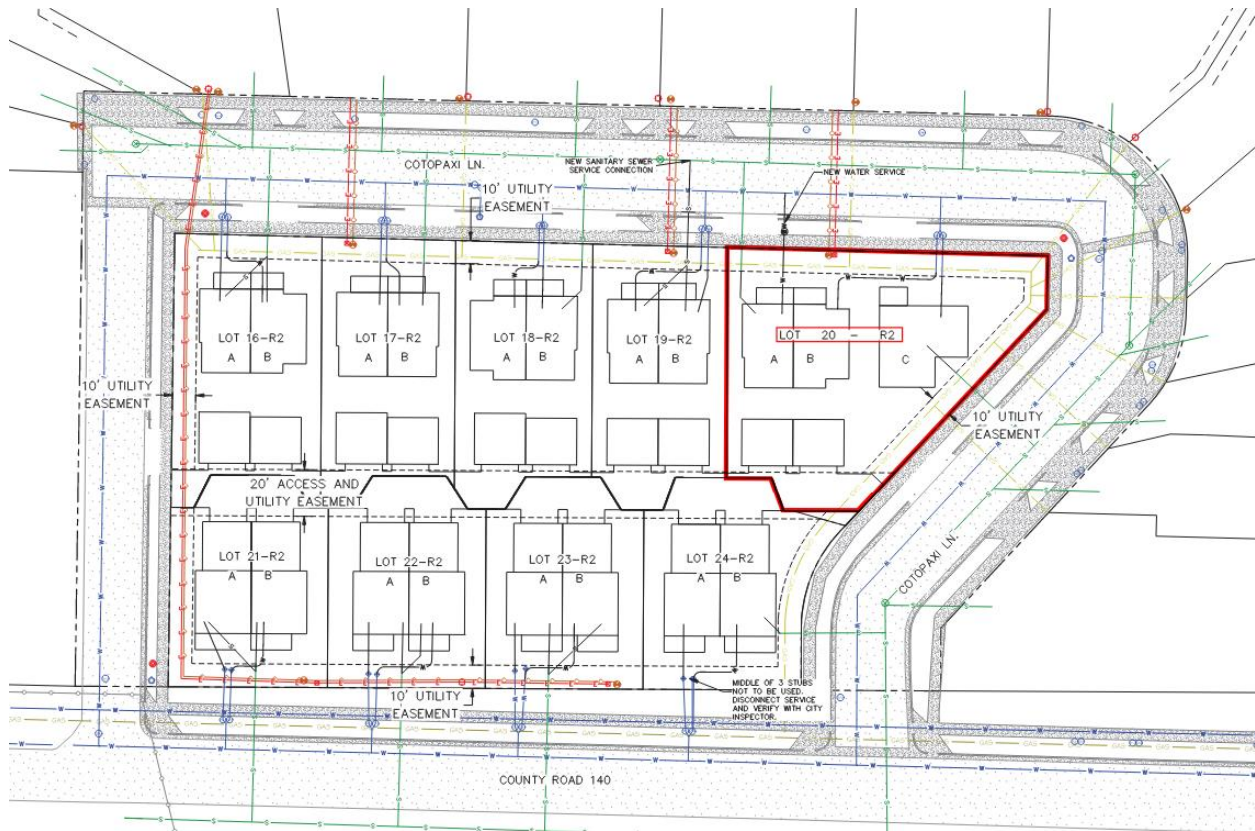
APPLICANT:

The applicant is SPG, LLC, 901 N Pennsylvania Ave, Denver CO 80203.

LOCATION:

The subject property is known and described as 137 Cotopaxi Lane, Lot 20 of West End Subdivision of Salida, City of Salida, Chaffee County, Colorado and contains 11,517 SF.





PROCESS:

Multiple Principal Structures requires a Limited Impact Review in the R-2 zone district per Salida Municipal Code Table 16-D. Limited Impact Reviews are for those land uses which are generally compatible with the permitted uses in a zone district, but require site-specific review of their location, design, intensity, density, configuration, and operating characteristics, and which may require the imposition of appropriate conditions, in order to ensure compatibility of the use at a particular location and mitigate its potentially adverse impacts

The Salida Municipal Code, Chapter 16, specifies that Limited Impact Review applications be reviewed by the City of Salida Planning Commission at a public hearing after fifteen days public notice. The Planning Commission may make a decision to approve, approve with conditions, deny, or remand the application back to the applicant for modification.

OBSERVATIONS: This section is intended to highlight concerns raised by staff to assist the Commission in doing the same. Additional concerns or questions may arise after a presentation by the applicant.

- 1) The site is within the Medium Density Residential (R-2) Zone District.
- 2) The subject property has a total 11,517 square foot lot area and the density requirement per dwelling unit is 2,734 square feet within the R-2 zone district,

utilizing the Inclusionary Housing incentives. The property is allowed a maximum of four (4) dwelling units on the property. Only three (3) dwelling units are proposed.

- 3) The site is surrounded by other medium density land uses, such as single-family homes and duplexes.
- 4) This site is currently vacant.
- 5) The R-2 zone district allows for a maximum building lot coverage of 40% which will be verified with the building permit submittal.
- 6) One water and one sewer tap currently exist, and future development would require utilities to be stubbed in for the additional principal structure.

REVIEW STANDARDS: 16-4-190(b) Multiple Principal Structures:

1. **Scale.** The entire site, including all proposed structures, shall be of a scale that is compatible with the surrounding and nearby properties. Scale shall mean the proportional relationship of the principal buildings to each other and to the neighborhood, including but not limited to height, mass, setbacks and orientation.
 - The proposed principal structures will be required to conform to primary building dimensional requirements of the R-2 zone district with the building permit submittal.
 - The site is surrounded by other medium density land uses, such as single-family homes and duplexes, both proposed and constructed, within the West End Subdivision. The proposed massing is compatible with the neighborhood.
2. **Parking and Access.** Required parking shall be provided on the site for all buildings and uses on the site. Access should be consolidated to reduce curb cuts and shall be provided through alleys where available.
 - The applicant provided information relaying that detached garages will be provided for the duplex units, and an attached garage will be provided for the single-family home. An access easement runs south of the lot which will serve the detached garages, and the attached garage will likely connect to the right-of-way.
3. **Provision of Adequate Services.** Each principal structure shall have its own municipal services, including water and sewer, in accordance with Chapter 13, Municipal Utilities, of this Code.
 - One water and one sewer tap currently exist for this lot, and future development would require utilities being stubbed in for the additional

principal structure. The tap fees will be due at the time of building permit application.

REVIEW AGENCY COMMENTS: The Public Works Director, Fire Chief, Police Chief, Finance Department, the Chaffee County Director of Development Services, and Public Service Companies were invited to comment on the application. The following comments were received in response to this request.

Finance Department: System development fees will be required for all housing units being built on the site.

Salida Fire Department, Kathy Rohrich, Assistant Chief: No concerns at this time.

Salida Police Department, Russ Johnson, Chief: No issues.

Public Works Director, David Lady: Applicant to ensure construction services are in accordance with City Standards and obtain necessary Street Cut permits.

Chaffee County Director of Development Services, Chad Chadwick: No comments or concerns.

Xcel Energy: PSCo owns and operates existing underground electric distribution facilities within the project area. The property owner/developer/contractor must complete the application process for any new electric service, or modification to existing facilities. It is then the responsibility of the developer to contact the Designer assigned to the project for approval of design details. If additional easements need to be acquired by separate PSCo document, a Right-of-Way Agent will need to be contacted. As a safety precaution, PSCo would like to remind the developer to contact Colorado 811 for utility locates prior to construction.

RECOMMENDED FINDINGS:

1. This application is consistent with the Comprehensive Plan and the Land Use Code as three principal dwelling units on the proposed lot is compatible with the surrounding neighborhood.
2. The applicable review criteria for limited review applications have been met.

REQUIRED ACTIONS BY THE COMMISSION:

1. The Commission shall confirm that adequate notice was provided and a fee paid.
2. The Commission shall conduct a public hearing.
3. The Commission shall make findings regarding the proposed use in order to ensure the use is consistent with the Comprehensive Plan, conforms to the Land Use Code, is appropriate to its location and compatible with neighboring uses, is served by adequate public facilities and does not cause undue traffic congestion or significant deterioration of the environment.

STAFF RECOMMENDATION:

Staff recommends the Planning Commission approve the limited impact review application for the request to construct three (3) dwelling units within two (2) multiple principal structures on the property located at Lot 20 of the West End Subdivision.

RECOMMENDED MOTION: “I make a motion to approve the 137 Cotopaxi Lane Limited Impact Review application to construct multiple principal structures as it meets the review standards for such.”

Attachments:

1. Application materials
2. Site Plan
3. Proof of Publication



GENERAL DEVELOPMENT APPLICATION

448 East First Street, Suite 112

Salida, CO 81201

Phone: 719-539-4555 Fax: 719-539-5271

Email: planning@cityofsalida.com

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1. TYPE OF APPLICATION (Check-off as appropriate)

- ☐ Annexation
- ☐ Pre-Annexation Agreement
- ☐ Appeal Application (Interpretation)
- ☐ Certificate of Approval
- ☐ Creative Sign Permit
- ☐ Historic Landmark/District
- ☐ License to Encroach
- ☐ Text Amendment to Land Use Code
- ☐ Watershed Protection Permit
- ☐ Conditional Use

- ☐ Administrative Review:
(Type) _____
- ☒ Limited Impact Review: **Multiple Principal Structures**
(Type) _____
- ☐ Major Impact Review:
(Type) _____
- ☐ Other: _____

2. GENERAL DATA (To be completed by the applicant)

A. Applicant Information

Name of Applicant: SPG, LLC

Mailing Address: 901 N Pennsylvania Ave, Denver, CO 80203

Telephone Number: 601.301.6794 FAX: _____

Email Address: toryup@gmail.com

Power of Attorney/ Authorized Representative: _____
(Provide a letter authorizing agent to represent you, include representative's name, street and mailing address, telephone number, and FAX)

B. Site Data

Name of Development: West End Salida

Street Address: SE 1/2 SW 1/4 of Section 31. T50N R9E of the N.M.P.M. Salida, Colorado

Legal Description: Lot 16-24 Block _____ Subdivision West End Major Subdivision (attach description)

Disclosure of Ownership: List all owners' names, mortgages, liens, easements, judgments, contracts and agreements that run with the land. (May be in the form of a current certificate from a title insurance company, deed, ownership and encumbrance report, attorney's opinion, or other documentation acceptable to the City Attorney)

I certify that I have read the application form and that the information and exhibits herewith submitted are true and correct to the best of my knowledge.

Signature of applicant/agent Tory Upchurch Date 07/08/2024

Signature of property owner Tory Upchurch Date 07/08/2024



LIMITED IMPACT & MAJOR IMPACT SUBMITTAL REQUIREMENTS

448 East First Street, Suite 112
Salida, CO 81201
Phone: 719-530-2626 Fax: 719-539-5271
Email: planning@cityofsalida.com

An application is meant to highlight the requirements and procedures of the Land Use Code. With any development application, it is the responsibility of the applicant to read, understand, and follow all of the provisions of the Land Use Code.

1. PROCEDURE (Section 16-3-80)

A. Development Process (City Code Section 16-3-50) Any application for approval of a development permit shall include a written list of information which shall constitute the applicant's development plan, which shall be that information necessary to determine whether the proposed development complies with this Code. The development plan shall include the following, as further specified for each level of review on the pre-application checklist:

1. Pre-Application Conference (Limited Impact and Major Impact Review Applications)
2. Submit Application
3. Staff Review. Staff report or decision forwarded to the applicant (Administrative review)
4. Public Notice
5. Public Hearing with Planning Commission (Limited Impact and Major Impact Review Applications)
6. Public Notice
7. Hearing Conducted by City Council (Major Impact Review)

☒ **B. Application Contents** (City Code Section 16-3-50)

☒ 1. A General Development Application

☒ 2. A copy of a current survey or the duly approved and recorded subdivision plat covering the subject lots where the proposal is for development on previously subdivided or platted lots;

☒ 3. A brief written description of the proposed development signed by the applicant;

N/A ☐ 4. Special Fee and Cost Reimbursement Agreement completed. **major impact only*

☒ 5. Public Notice.

- a) List. A list shall be submitted by the applicant to the city of adjoining property owners' names and addresses. A property owner is considered adjoining if it is within 175 feet of the subject property regardless of public ways. The list shall be created using the current Chaffee County tax records.
- b) Postage Paid Envelopes. Each name on the list shall be written on a postage-paid envelope. Postage is required for up to one ounce. Return Address shall be: City of Salida, 448 E. First Street, Suite 112, Salida, CO 81201.
- c) Applicant is responsible for posting the property and submittal of proof of posting the public notice.

☒ 6. Developments involving construction shall provide the following information:

(i) A development plan map, at a scale of one (1) inch equals fifty (50) feet or larger with title, date, north arrow and scale on a minimum sheet size of eight and one-half (8½) inches by eleven (11) inches, which depicts the area within the boundaries of the subject lot, including:

site plan to address
specific requirements
of MPS
(Section 16-4-190 (b))

a. The locations of existing and proposed land uses, the number of dwelling units and the square footage of building space devoted to each use;

b. The location and dimensions, including building heights, of all existing and proposed Buildings or structures and setbacks from lot lines or building envelopes where exact dimensions are not available;

c. Parking spaces;

d. Utility distribution systems, utility lines, and utility easements;

e. Drainage improvements and drainage easements;

f. Roads, alleys, curbs, curb cuts and other access improvements;

g. Any other improvements;

h. Any proposed reservations or dedications of public right-of-way, easements or other public lands, and

i. Existing topography and any proposed changes in topography, using five-foot contour intervals or ten-foot contour intervals in rugged topography.

(ii) 24" x 36" paper prints certified by a licensed engineer and drawn to meet City specifications to depict the following:

a. Utility plans for water, sanitary sewer, storm sewer, electric, gas and telephone lines;

b. Plans and profiles for sanitary and storm sewers; and

c. Profiles for municipal water lines; and

d. Street plans and profiles.

(iii) Developments in the major impact review procedure shall provide a development plan map on paper prints of twenty-four (24) inches by thirty-six (36) inches, with north arrow and scale, and with title and date in lower right corner, at a scale of one (1) inch equals fifty (50) feet or larger which depicts the area within the boundaries of the subject lots and including those items in Section 16-3-40(a)(3).

N/A ☐ 7. Any request for zoning action, including review criteria for a requested conditional use (Sec. 16-4-190) or zoning variance (Sec. 16-4-180);

N/A

- ☒ 8. Any subdivision request including a plat meeting the requirements of Section 16-6-110;
- ☐ 9. Any other information which the Administrator determines is necessary to determine whether the proposed development complies with this Code, including but not limited to the following:

(i) A tabular summary of the development proposal, which identifies the total proposed development area in acres, with a breakdown of the percentages and amounts devoted to specific land uses; total number and type of proposed residential units; total number of square feet of proposed nonresidential space; number of proposed lots; and sufficient information to demonstrate that the plat conforms with all applicable dimensional standards and off-street parking requirements.

(ii) A description of those soil characteristics of the site which would have a significant influence on the proposed use of the land, with supporting soil maps, soil logs and classifications sufficient to enable evaluation of soil suitability for development purposes. Data furnished by the USDA Natural Resource Conservation Service or a licensed engineer shall be used. The data shall include the shrink/swell potential of the soils, the groundwater levels and the resulting foundation requirements. Additional data may be required by the City if deemed to be warranted due to unusual site conditions.

(iii) A report on the geologic characteristics of the area, including any potential natural or man-made hazards which would have a significant influence on the proposed use of the land, including but not limited to hazards from steep or unstable slopes, rockfall, faults, ground subsidence or radiation, a determination of what effect such factors would have, and proposed corrective or protective measures.

(iv) Engineering specifications for any improvements.

(v) A plan for erosion and sediment control, stabilization and revegetation.

(vi) A traffic analysis prepared by a qualified expert, including projections of traffic volumes to be generated by the development and traffic flow patterns, to determine the impacts of a proposed development on surrounding City streets and to evaluate the need for road improvements to be made.

(vii) A storm drainage analysis consisting of the following:

(a) A layout map (which may be combined with the topographic map) showing the method of moving storm sewer water through the subdivision shall be provided. The map shall also show runoff concentrations in acres of drainage area on each street entering each intersection. Flow arrows shall clearly show the complete runoff flow pattern at each intersection. The location, size and grades of culverts, drain inlets and storm drainage sewers shall be shown, as applicable.

(b) The applicant shall demonstrate the adequacy of drainage outlets by plan, cross-section and/or notes and explain how diverted stormwater will be handled after it leaves the subdivision. Details for ditches and culverts shall be submitted, as applicable.

(c) The projected quantity of stormwater entering the subdivision naturally from areas outside of subdivision and the quantities of flow at each pickup point shall be calculated.

(viii) Evidence of adequate water supply and sanitary sewer service - Data addressing the population planned to occupy the proposed subdivision and future development phases and other developments that may need to be served by extensions of the proposed water supply and sewage disposal systems. The resulting domestic, irrigation and fire flow demands shall be expressed in terms of gallons of

water needed on an average day and at peak time, and the resulting amounts of sewage to be treated shall be expressed in gallons per day.

(ix) An analysis shall be submitted addressing how water for domestic use and for fire flows is to be provided, along with the collection and treatment of sewage generated by the property to be subdivided.

(x) A statement shall be submitted addressing the quantity, quality and availability of any water that is attached to the land.

(xi) A preliminary estimate of the cost of all required public improvements, tentative development schedule (with development phases identified), proposed or existing covenants and proposed maintenance and performance guarantees. The applicant shall submit, at least in summary or outline form, any agreements as may be required by Section 16-2-70, relating to improvements and dedications.

(xii) If intending to use solar design in the development, include a description of the steps that have been taken to protect and enhance the use of solar energy in the proposed subdivision. This shall include how the streets and lots have been laid out and how the buildings will be sited to enhance solar energy usage.

(xiii) If applicable, a report shall be submitted identifying the location of the one-hundred-year floodplain and the drainageways near or affecting the property being subdivided. If any portion of a one-hundred-year floodplain is located on the property, the applicant shall also identify the floodway and floodway fringe area. The applicant shall also describe the steps that will be taken to ensure that development locating in the floodway fringe area is accomplished in a manner which meets Federal Insurance Administration standards.

(xiv) If applicable, a report shall be submitted on the location of wetlands, as defined by the U.S. Army Corp of Engineers, on or affecting the property being subdivided. The report shall outline the development techniques planned to ensure compliance with federal, state and local regulations.

(xv) A landscape plan, meeting the specifications of Section 16-8-90.

(xvi) If applicable, a description of how the proposal will comply with the standards of any of the overlays.

(xvii) A site plan for parks, trails and/or open space meeting the requirements of Section 16-6-110 below. If an alternate site dedication or fee in lieu of dedication is proposed, detailed information about the proposal shall be submitted.

(xviii) All development and subdivision naming shall be subject to approval by the City. No development or subdivision name shall be used which will duplicate or be confused with the name of any existing street or development in the City or the County;

N/A ☐ 10. An access permit from the Colorado Department of Transportation; and

N/A ☐ 11. A plan for locations and specifications of street lights, signs and traffic control devices.

2. REVIEW STANDARDS (If necessary, attach additional sheets)

The application for Limited or Major Impact Review shall comply with the following standards.

1. Consistency with Comprehensive Plan. The use shall be consistent with the City's Comprehensive Plan.

Action LU&G-I. 1.b. – New development should complement the neighborhood's mass and scale.

Action LU&G-I.2.a - Encourage projects to use maximum density allowances to make the best use of the available infrastructure

Policy H-I.1 – Provide a mix of housing types and densities throughout the city to address a variety of incomes and lifestyles.

Action LU&G-I.2.c –Focus new development in the Salida area within the Municipal Services Area to ensure adequate provision of services and limit sprawl development around the city.

2. Conformance to Code. The use shall conform to all other applicable provisions of this Land Use Code, including, but not limited to:

- a. Zoning District Standards. The purpose of the zone district in which it is located, the dimensional standards of that zone district, and any standards applicable to the particular use, all as specified in Article 5, Use and Dimensional Standards.

The West End subdivision is located in the R-2 Zone District with Inclusionary Housing dimensional standards.

- b. Site Development Standards. The parking, landscaping, sign and improvements standards.

The proposed changes will conform to the parking, landscaping, sign and improvement standards

3. Use Appropriate and Compatible. The use shall be appropriate to its proposed location and be compatible with the character of neighboring uses, or enhance the mixture of complementary uses and activities in the immediate vicinity.

The proposed multiple principal residential structures on Lot 20 will be compatible in both use and character to the neighboring uses and activities in the immediate vicinity. The architecture of both structures will be of the same scale and character as the adjacent duplexes.

- 4. Nuisance.** The operating characteristics of the use shall not create a nuisance and the impacts of the use on surrounding properties shall be minimized with respect to noise, odors, vibrations, glare, and similar conditions.

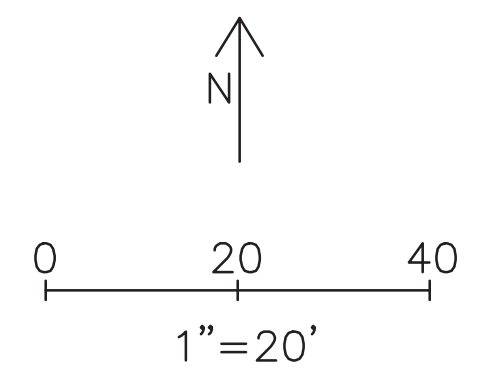
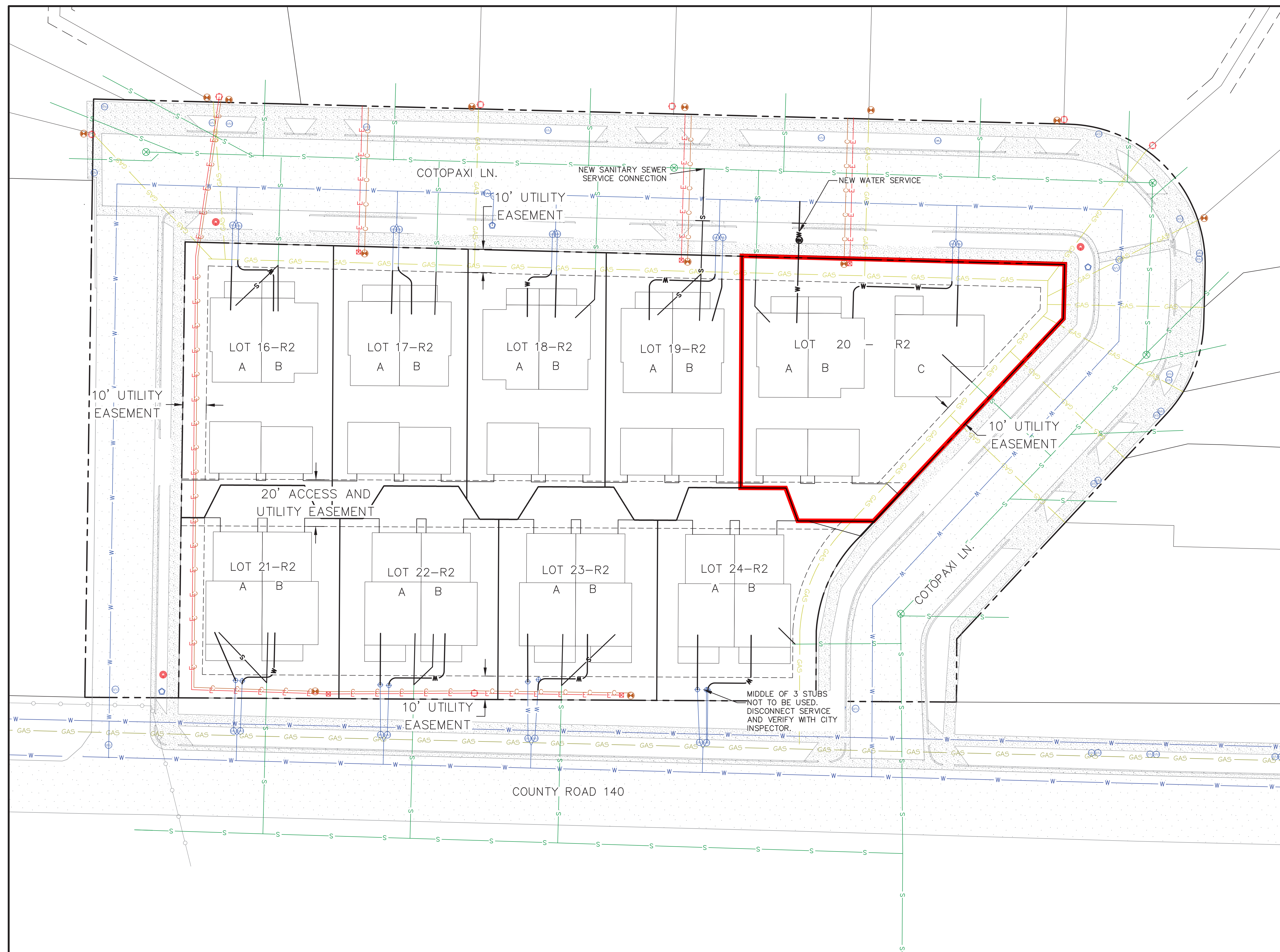
The operating characteristics of the use (residential) are the same as the surrounding properties, both existing and proposed. There are no associated nuisances that would differ due to the proposed change in use.

- 5. Facilities.** There shall be adequate public facilities in place to serve the proposed use, or the applicant shall propose necessary improvements to address service deficiencies which the use would cause.

The same density is being proposed, but instead of a triplex building, this application requests a duplex building and a single-family house.

- 6. Environment.** The use shall not cause significant deterioration to water resources, wetlands, wildlife habitat, scenic characteristics, or other natural features. As applicable, the proposed use shall mitigate its adverse impacts on the environment.

This use will not cause significant deterioration to water, wetlands, wildlife, habitat, scenic characteristics, or other natural features.



LEGEND

- RIGHT OF WAY LINE
- PROPERTY LINE
- ⊕ WATER METER WITH CURB STOP
- ⊕ EXISTING WATER SERVICE STUB
- W EXISTING WATER LINE
- ⊕ EXISTING WATER VALVE
- ⊕ EXISTING FIRE HYDRANT
- ⊕ EXISTING ELECTRIC PEDESTAL
- ⊕ EXISTING ELECTRIC XFMR
- E— EXISTING UNDERGROUND ELECTRIC LINE
- EXISTING UTILITY POLE
- ⊕ EXISTING SEWER MANHOLE
- S EXISTING SEWER LINE
- ⊕ EXISTING COMMS PEDESTAL
- C— EXISTING UNDERGROUND COMMS LINE
- W NEW 3/4" WATER SERVICE LINE, CONNECT TO EXISTING STUB UNLESS OTHERWISE NOTED
- S NEW 4" SANITARY SEWER SERVICE LINE, CONNECT TO EXISTING STUB UNLESS OTHERWISE NOTED

NOTES:

1. WATER SERVICE STUB LOCATIONS ON NORTH SIDE OF BLOCK ARE SHOWN PER INITIAL DESIGN. FIELD LOCATIONS MAY VARY. CONTRACTOR SHALL LOCATE USING TRACER WIRE AT METER PIT/CURB STOP.
2. CONTRACTOR SHALL KEEP WATER AND SEWER SERVICE LINES WITHIN THE PROPERTY TO BE SERVED OR THE 10' UTILITY EASEMENT WHENEVER FEASIBLE.

ISSUED FOR REVIEW

UTILITY PLAN

WEST END REPLAT
JOB #24006

DRAWN BY BILL HUSSEY
SALIDA, CO

8/20/24

SHEET 3 OF 4



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PUBLIC NOTICE

NOTICE OF A PUBLIC HEARING BEFORE THE PLANNING COMMISSION FOR THE CITY OF SALIDA CONCERNING A LIMITED IMPACT REVIEW APPLICATION

TO ALL MEMBERS OF THE PUBLIC AND INTERESTED PERSONS: PLEASE TAKE NOTICE that on Monday, August 26, 2024 at or about the hour of 6:00 p.m., a public hearing will be conducted by the City of Salida Planning Commission at City Council Chambers, 448 E. 1st Street, Salida, Colorado and online at the following link: <https://attendee.gotowebinar.com/rt/1909092342220683277>

The hearing is regarding a Limited Impact Review application submitted by SPG, LLC for approval of multiple principal structures in the R-2 Zone district at West End Subdivision, located at County Road 140 and Cotopaxi Lane.

Interested individuals are encouraged to attend the public hearing or make comments during the public hearing via GoToWebinar at the above link.

Approval of the limited impact review application shall constitute authorization to proceed with recording the plat and commencing with the subdivision. Further information on the application may be obtained from the Community Development Department by calling (719) 530-2638.

*Please note that it is inappropriate to personally contact individual City Councilors or Planning Commissioners, outside of the public hearing, while an application is pending. Such contact is considered ex parte communication and will have to be disclosed as part of the public hearings on the matter. If you have any questions/comments, you should email or write a letter to staff, or present your concerns at the public meeting via the above GoToWebinar link so your comments can be made part of the record.

Published in The Mountain Mail August 9, 2024.



PLANNING COMMISSION STAFF REPORT

MEETING DATE: August 26, 2024
AGENDA ITEM TITLE: Salida Montessori Charter School – Location & Extent Review
AGENDA SECTION: Public Hearing

REQUEST:

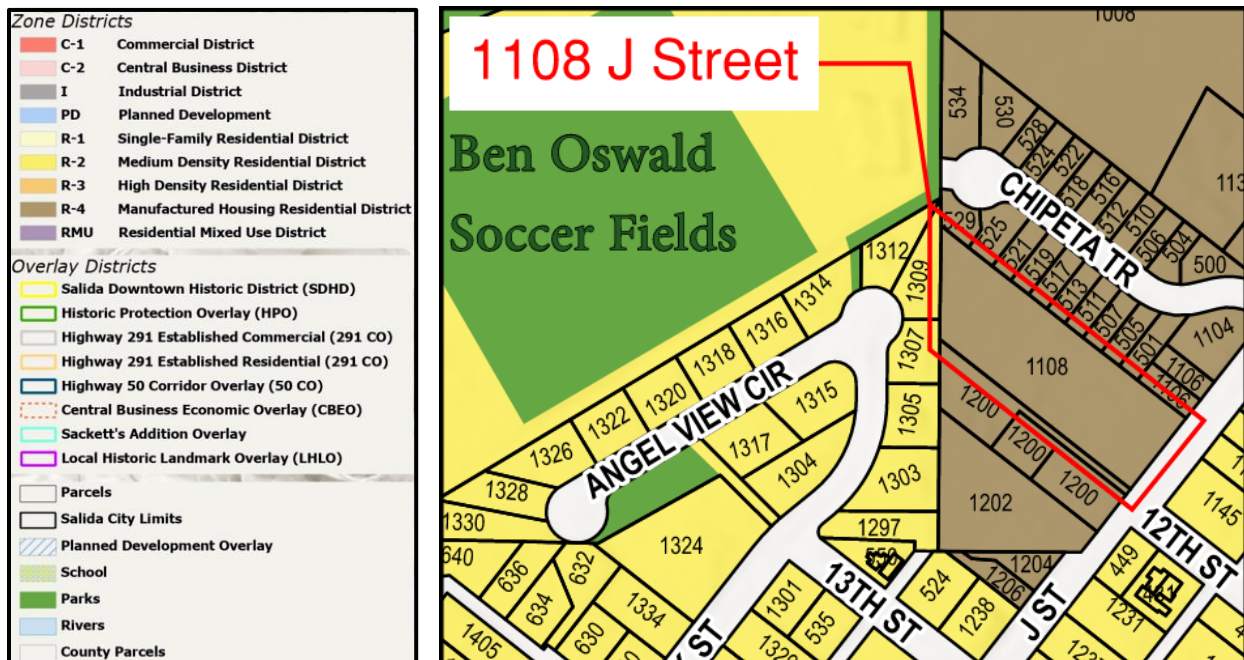
The request is to receive Location & Extent Review approval for a Public Charter School use on the property known as 1108 J Street, Salida, CO 81201.

APPLICANT:

The applicant is Ericka Everett, RTA Architects, 19 S Tejon St #300, Colorado Springs CO 80903, on behalf of Salida Montessori Charter School (SMCS).

LOCATION:

The subject property is known as 1108 J Street, City of Salida, Chaffee County and contains 1.5 Acres.



PROCESS:

Location & Extent Review is a unique process governed by state statute specifically for public facilities projects such as public schools. The Colorado Revised Statutes, CRS 22-32-124 specifies that the Planning Commission may make a decision to approve the application or provide comments to the applicant. If the Planning Commission is not satisfied with the response to such comments, they may request a hearing before the board of education regarding such plan. CRS 22-32-124 does not explicitly stipulate the

review process, thus we are utilizing the Limited Impact Review process as is required in Salida's Land Use Code, table 16-D.

Limited Impact Review are for those land uses which are generally compatible with the permitted uses in a zone district, but require site-specific review of their location, design, intensity, density, configuration, and operating characteristics. Limited Impact Reviews may require the imposition of appropriate conditions in order to ensure compatibility of the use at a particular location and mitigate its potentially adverse impacts.

The Salida Municipal Code, Chapter 16, specifies that Limited Impact Review applications be reviewed by the City of Salida Planning Commission at a public hearing after fifteen days public notice.

OBSERVATIONS:

1. The property is located within the Manufactured Housing Residential District (R-4). Properties surrounding this parcel are located within the Medium Density Residential (R-2) and (R-4) zone districts.
2. The purpose of the Manufactured Housing Residential (R-4) zone district is "to provide for relatively high density manufactured housing, mobile home residences and mobile home parks. Complementary land uses may also include such supporting land uses as parks, schools, churches, home occupations or day care, amongst other uses".

REVIEW STANDARDS – Conditional Use (Section 16-4-110):

- (1) Consistency with Comprehensive Plan. The use shall be consistent with the City's Comprehensive Plan.
 - The proposed use is consistent with the City's Comprehensive Plan.
- (2) **Conformance to Code:**
 - a. **Zoning District Standards.** The purpose of the zone district in which it is located, the dimensional standards of that zone district and any standards applicable to the particular use, all as specified in Article V.
 - Applicant Response: The site is zoned R-4 and the proposed use is a school. Per Chapter 16 of the Land Use Code, section 16-4-70 Residential Zone Districts, schools are permitted as a complementary land use in R-4 Zone Districts.
 - Staff Response: Although listed as a complementary use, the Public Charter School will be a primary use on the site and per table 16-D shall be permitted only through a Limited Impact Review, more specifically, a Location & Extent Review.

- Applicant Response: The site and building design aim to meet the Dimensional Standards as specified in Article 5 to the greatest extent possible. See attached drawings for additional information.
- Staff Response: The maximum allowed building height for institutional structures in residential zone districts is 35' while the proposed building height is ~37.5'. Staff believes that the sloping roof, in combination with the building being centered in the lot with generous side setbacks, will help with the bulk of the building, and is thus not concerned with the slight overage of the height.
- Staff Response: All setbacks comply with the appropriate dimensional standards.

b. **Site development standards.** The parking, landscaping, sign and improvements standards.

Staff Responses:

- As student pick up and drop off are anticipated to occur on J Street in some capacity, an administrative variance has been granted from Public Works to allow for an attached sidewalk for this specific school use.
- Parking/Access Lot coverage is 37% while only 25% is allowed. Staff recognizes the unique situation for drop off and pick up, and encourages as much to occur on site as possible, reducing traffic in the right-of-way. Staff is not concerned about the lot coverage being over the maximum allowed amount.
- Required parking for a school use is 60 spaces while only 38 spaces are provided. Staff recognizes the proposed school is meant for younger students who cannot drive. Staff is not concerned about the amount of parking being below the required amount.
- Parking spaces are 18.5' x 9' minimum required but only ~15'-8" x 9' is provided. Staff has expressed concern over the tightness of the parking and drive aisle widths on site, especially considering the transient nature of the drop-off and pick up function of the lot. Staff recommends waiting to stripe the lot until the optimal function has been determined.
- The final design of the parking lot and access drives should be designed in such a manner that permits the safe passage of parents and students from parking spaces across access aisles and into the school.
- The crusher-fines path southeast of the parking lot should accommodate accessibility needs, bikes, and snow removal. Staff recommends paving this path to ensure its durability and functionality over time.

- (3) Use Appropriate and Compatible.** The use shall be appropriate to its proposed location and be compatible with the character of neighboring uses, or enhance the mixture of complementary uses and activities in the immediate vicinity.

- Applicant Response: The site is zoned R-4 and the proposed use is a school. Per Chapter 16 of the Land Use Code, section 16-4-70 Residential Zone Districts, schools are permitted as a complementary land use.
- Staff Response: Although listed as a complementary use, the Public Charter School will be a primary use on the site and per table 16-D shall be permitted only through a Limited Impact Review, more specifically, a Location & Extent Review

- (4) Traffic.** The use shall not cause undue traffic congestion, dangerous traffic conditions or incompatible service delivery, parking or loading problems. Necessary mitigating measures shall be proposed by the applicant.

- Applicant Response: The Salida Montessori Charter School makes every effort to minimize the impact of student drop-off and pick-up traffic associated with the school operations. Parents and staff are encouraged to walk and ride bicycles to school throughout the year with ample bike parking provided (it is estimated that 30% of staff will walk or bike each day). The design maximizes on-site parking with 33 spaces provided for parents to utilize when dropping-off and picking up students. On-street drop-off is also anticipated along the new sidewalk at J-Street for older students. As demonstrated at the current I-Street and St. Josephs school locations, SMCS works proactively with parents and neighbors to streamline the process and minimize the impact of this periodic traffic event.
- Applicant Response: The school employs a staggered drop-off and pick-up schedule, so the traffic will be diluted from 8:00 - 8:30 am, and from 3:35-4:00 pm. The preschool kids have a longer window in the morning 8-8:30, older kids, 1st-8th come in 8-8:15. We let out the toddlers through Kinders at 3:35, and the 1st-8th at 3:50 pm. We do have a very active community, and one of the reasons we decided to build in town is the number of parents that requested an in town location for the ability to bike and walk to school.
- Staff Response: Staff believes the staggered drop-off and pick-up times will help alleviate the traffic congestion anticipated at peak times. Staff also suggests the school to consider alternative arrangements such as shared parking agreements per 16-8-80(a)-2 with nearby properties.

- (5) Nuisance.** The operating characteristics of the use shall not create a nuisance, and the impacts of the use on surrounding properties shall be minimized with respect to noise, odors, vibrations, glare and similar conditions.

- Applicant Response: The design concept has incorporated screen walls around mechanical equipment to mitigate noise and visual screening. There are no anticipated odors, vibrations or similar nuisances.

- (6) **Facilities.** There shall be adequate public facilities in place to serve the proposed use, or the applicant shall propose necessary improvements to address service deficiencies which the use would cause.

➤ Applicant Response: Improvements to existing public facilities are proposed that will be adequate for the new development. See Development Plan Drawings for additional information.

- (7) **Environment.** The use shall not cause significant deterioration to water resources, wetlands, wildlife habitat, scenic characteristics or other natural features. As applicable, the proposed use shall mitigate its adverse impacts on the environment.

➤ Applicant Response: The Montessori School program is deeply rooted in authentic, natural learning experiences with a strong connection to the outdoors. The curriculum promotes environmental stewardship by integrating lessons on conservation, recycling, and the importance of nature. There are no foreseen uses that would cause significant deterioration of natural resources or features. Regarding the building itself, the new facility is designed around CHPS (Collaborative for High Performance Schools) benchmark performance criteria to provide a sustainable and energy efficient design.

REVIEW AGENCY COMMENTS: The Public Works Director, Fire Chief, Police Chief, Finance Department, Chaffee County Planning & Director of Development Services, and Public Service Companies were invited to comment on the application. The following comments were received in response to this request.

Finance Department: 1108 J Street currently does not have city water or sewer services. System development fees will have to be paid at the time of development.

Salida Fire Department, Kathy Rohrich, Assistant Chief: No concerns at this time.

Salida Police Department, Russ Johnson, Chief: No issues from Salida PD at this time. We have already looked at the area and do not recommend any additional signage on the roadways near the school.

Public Works Director, David Lady: PW has reviewed the plans and recommended variance from design standards to allow for an attached sidewalk. Additional grading details were requested for the entrance aprons. Plans to be updated based on engineering review. Provide Water Tap Application Form to review water service line sizing.

Chaffee County Planning & Zoning, Garry Baker: The central rain garden in the parking lot could be finished with permeable gravel/pavers to allow students to connect to the gravel walkway on the southwest boundary, avoiding walking behind parked vehicles.

Chaffee County Director of Development Services: No comments or concerns.

RECOMMENDED FINDINGS: The purpose of the location & extent review process, similar to that of a limited impact review process, is to determine the compliance of the application with the review standards contained in Section 16-4-110.

1. The application complies with the comprehensive plan and the proposed school use shall carry out the purpose and spirit of the comprehensive plan and conform to all of the applicable objectives, guiding principles and recommended actions.
2. This application makes every effort to comply with the standards and uses of the R-4 zone district.
3. The application has made every effort to comply with city codes for the proposed school development.

REQUIRED ACTIONS BY THE COMMISSION:

1. The Commission shall confirm that adequate notice was provided and a fee paid.
2. The Commission shall conduct a public hearing.
3. The Commission shall make findings regarding the proposed use in order to ensure the use is consistent with the Comprehensive Plan, conforms to the Land Use Code, is appropriate to its location and compatible with neighboring uses, is served by adequate public facilities and does not cause undue traffic congestion or significant deterioration of the environment.

STAFF RECOMMENDATION: Based upon the observations, review standards, and findings outlined above, staff recommends the following:

The Planning Commission approve the Location & Extent Review application to construct and use 1108 J Street for a Public School Structure.

RECOMMENDED MOTION: "I make a motion to approve the Salida Montessori Charter School as it meets the Location & Extent Review Standards."

Attachments:

Proof of publication
Application materials
Site Plan

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PUBLIC NOTICE

NOTICE OF A PUBLIC HEARING BEFORE THE PLANNING COMMISSION FOR THE CITY OF SALIDA CONCERNING A LOCATION AND EXTENT REVIEW APPLICATION

TO ALL MEMBERS OF THE PUBLIC AND INTERESTED PERSONS: PLEASE TAKE NOTICE that on Monday, August 26, 2024 at or about the hour of 6:00 p.m., a public hearing will be conducted by the City of Salida Planning Commission at City Council Chambers, 448 E. 1st Street, Salida, Colorado and online at the following link: <https://attendee.gotowebinar.com/rt/1909092342220683277>

The hearing is regarding a Location and Extent Review application submitted by RTA Architects on behalf of Salida Montessori Charter Schools for approval of a Public Charter School structure on a 1.5-acre lot located at 1108 J Street, Salida CO.

The property is zoned R-4 Manufactured Housing Residential District.

Interested individuals are encouraged to attend the public hearing or make comments during the public hearing via GoToWebinar at the above link.

The hearing will be conducted consistent with the statutory requirements on CRS 22-32-124(1). Approval of the Location and Extent Review application shall constitute authorization to proceed with construction and use of the new school structure. Further information on the application may be obtained from the Community Development Department by calling (719) 530-2625.

*Please note that it is inappropriate to personally contact individual City Councilors or Planning Commissioners, outside of the public hearing, while an application is pending. Such contact is considered ex parte communication and will have to be disclosed as part of the public hearings on the matter. If you have any questions/comments, you should email or write a letter to staff, or present your concerns at the public meeting via the above GoToWebinar link so your comments can be made part of the record.

Published in The Mountain Mail August 9, 2024



GENERAL DEVELOPMENT APPLICATION

448 East First Street, Suite 112

Salida, CO 81201

Phone: 719-539-4555 Fax: 719-539-5271

Email: planning@cityofsalida.com

1. TYPE OF APPLICATION (Check-off as appropriate)

- | | |
|--|--|
| ☐ Annexation
☐ Pre-Annexation Agreement
☐ Appeal Application (Interpretation)
☐ Certificate of Approval
☐ Creative Sign Permit
☐ Historic Landmark/District
☐ License to Encroach
☐ Text Amendment to Land Use Code
☐ Watershed Protection Permit
☐ Conditional Use | ☐ Administrative Review:
(Type) _____
☒ Limited Impact Review:
(Type) <u>New Commercial Construction</u>
☐ Major Impact Review:
(Type) _____
☐ Other: _____ |
|--|--|

2. GENERAL DATA (To be completed by the applicant)

A. Applicant Information

Name of Applicant: Ericka Everett

Mailing Address: 19 S. Tejon St #300 , Colorado Springs, CO 80903

Telephone Number: (719) 471-7566 FAX: _____

Email Address: ericka@rtaarchitects.com

Power of Attorney/ Authorized Representative: _____
 (Provide a letter authorizing agent to represent you, include representative's name, street and mailing address, telephone number, and FAX)

B. Site Data

Name of Development: Salida Montessori Charter School

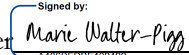
Street Address: 1108 J Street , Salida, CO 81201

Legal Description: Lot X Block _____ Subdivision _____ (attach description)

Disclosure of Ownership: List all owners' names, mortgages, liens, easements, judgments, contracts and agreements that run with the land. (May be in the form of a current certificate from a title insurance company, deed, ownership and encumbrance report, attorney's opinion, or other documentation acceptable to the City Attorney)

I certify that I have read the application form and that the information and exhibits herewith submitted are true and correct to the best of my knowledge.

Signature of applicant/agent  Date 7/12/2024

Signature of property owner  Date 7/19/2024



LIMITED IMPACT & MAJOR IMPACT SUBMITTAL REQUIREMENTS

448 East First Street, Suite 112
Salida, CO 81201
Phone: 719-530-2626 Fax: 719-539-5271
Email: planning@cityofsalida.com

An application is meant to highlight the requirements and procedures of the Land Use Code. With any development application, it is the responsibility of the applicant to read, understand, and follow all of the provisions of the Land Use Code.

1. PROCEDURE (Section 16-3-80)

A. Development Process (City Code Section 16-3-50) Any application for approval of a development permit shall include a written list of information which shall constitute the applicant's development plan, which shall be that information necessary to determine whether the proposed development complies with this Code. The development plan shall include the following, as further specified for each level of review on the pre-application checklist:

1. Pre-Application Conference (Limited Impact and Major Impact Review Applications)
2. Submit Application
3. Staff Review. Staff report or decision forwarded to the applicant (Administrative review)
4. Public Notice
5. Public Hearing with Planning Commission (Limited Impact and Major Impact Review Applications)
6. Public Notice
7. Hearing Conducted by City Council (Major Impact Review)

☒ **B. Application Contents** (City Code Section 16-3-50)

- ☒ 1. A General Development Application
- ☒ 2. A copy of a current survey or the duly approved and recorded subdivision plat covering the subject lots where the proposal is for development on previously subdivided or platted lots;
- ☒ 3. A brief written description of the proposed development signed by the applicant;
- ☐ 4. Special Fee and Cost Reimbursement Agreement completed. **major impact only*
- ☒ 5. Public Notice.
 - a) List. A list shall be submitted by the applicant to the city of adjoining property owners' names and addresses. A property owner is considered adjoining if it is within 175 feet of the subject property regardless of public ways. The list shall be created using the current Chaffee County tax records.
 - b) Postage Paid Envelopes. Each name on the list shall be written on a postage-paid envelope. Postage is required for up to one ounce. Return Address shall be: City of Salida, 448 E. First Street, Suite 112, Salida, CO 81201.
 - c) Applicant is responsible for posting the property and submittal of proof of posting the public notice.

- ☒ 6. Developments involving construction shall provide the following information:
- (i) A development plan map, at a scale of one (1) inch equals fifty (50) feet or larger with title, date, north arrow and scale on a minimum sheet size of eight and one-half (8½) inches by eleven (11) inches, which depicts the area within the boundaries of the subject lot, including:
 - a. The locations of existing and proposed land uses, the number of dwelling units and the square footage of building space devoted to each use;
 - b. The location and dimensions, including building heights, of all existing and proposed Buildings or structures and setbacks from lot lines or building envelopes where exact dimensions are not available;
 - c. Parking spaces;
 - d. Utility distribution systems, utility lines, and utility easements;
 - e. Drainage improvements and drainage easements;
 - f. Roads, alleys, curbs, curb cuts and other access improvements;
 - g. Any other improvements;
 - h. Any proposed reservations or dedications of public right-of-way, easements or other public lands, and
 - i. Existing topography and any proposed changes in topography, using five-foot contour intervals or ten-foot contour intervals in rugged topography.
 - (ii) 24" x 36" paper prints certified by a licensed engineer and drawn to meet City specifications to depict the following:
 - a. Utility plans for water, sanitary sewer, storm sewer, electric, gas and telephone lines;
 - b. Plans and profiles for sanitary and storm sewers; and
 - c. Profiles for municipal water lines; and
 - d. Street plans and profiles.
 - (iii) Developments in the major impact review procedure shall provide a development plan map on paper prints of twenty-four (24) inches by thirty-six (36) inches, with north arrow and scale, and with title and date in lower right corner, at a scale of one (1) inch equals fifty (50) feet or larger which depicts the area within the boundaries of the subject lots and including those items in Section 16-3-40(a)(3).

- ☐ 7. Any request for zoning action, including review criteria for a requested conditional use (Sec. 16-4-190) or zoning variance (Sec. 16-4-180);

- ☐ 8. Any subdivision request including a plat meeting the requirements of Section 16-6-110;
- ☒ 9. Any other information which the Administrator determines is necessary to determine whether the proposed development complies with this Code, including but not limited to the following:

(i) A tabular summary of the development proposal, which identifies the total proposed development area in acres, with a breakdown of the percentages and amounts devoted to specific land uses; total number and type of proposed residential units; total number of square feet of proposed nonresidential space; number of proposed lots; and sufficient information to demonstrate that the plat conforms with all applicable dimensional standards and off-street parking requirements.

(ii) A description of those soil characteristics of the site which would have a significant influence on the proposed use of the land, with supporting soil maps, soil logs and classifications sufficient to enable evaluation of soil suitability for development purposes. Data furnished by the USDA Natural Resource Conservation Service or a licensed engineer shall be used. The data shall include the shrink/swell potential of the soils, the groundwater levels and the resulting foundation requirements. Additional data may be required by the City if deemed to be warranted due to unusual site conditions.

(iii) A report on the geologic characteristics of the area, including any potential natural or man-made hazards which would have a significant influence on the proposed use of the land, including but not limited to hazards from steep or unstable slopes, rockfall, faults, ground subsidence or radiation, a determination of what effect such factors would have, and proposed corrective or protective measures.

(iv) Engineering specifications for any improvements.

(v) A plan for erosion and sediment control, stabilization and revegetation.

(vi) A traffic analysis prepared by a qualified expert, including projections of traffic volumes to be generated by the development and traffic flow patterns, to determine the impacts of a proposed development on surrounding City streets and to evaluate the need for road improvements to be made.

(vii) A storm drainage analysis consisting of the following:

(a) A layout map (which may be combined with the topographic map) showing the method of moving storm sewer water through the subdivision shall be provided. The map shall also show runoff concentrations in acres of drainage area on each street entering each intersection. Flow arrows shall clearly show the complete runoff flow pattern at each intersection. The location, size and grades of culverts, drain inlets and storm drainage sewers shall be shown, as applicable.

(b) The applicant shall demonstrate the adequacy of drainage outlets by plan, cross-section and/or notes and explain how diverted stormwater will be handled after it leaves the subdivision. Details for ditches and culverts shall be submitted, as applicable.

(c) The projected quantity of stormwater entering the subdivision naturally from areas outside of subdivision and the quantities of flow at each pickup point shall be calculated.

(viii) Evidence of adequate water supply and sanitary sewer service - Data addressing the population planned to occupy the proposed subdivision and future development phases and other developments that may need to be served by extensions of the proposed water supply and sewage disposal systems. The resulting domestic, irrigation and fire flow demands shall be expressed in terms of gallons of

water needed on an average day and at peak time, and the resulting amounts of sewage to be treated shall be expressed in gallons per day.

(ix) An analysis shall be submitted addressing how water for domestic use and for fire flows is to be provided, along with the collection and treatment of sewage generated by the property to be subdivided.

(x) A statement shall be submitted addressing the quantity, quality and availability of any water that is attached to the land.

(xi) A preliminary estimate of the cost of all required public improvements, tentative development schedule (with development phases identified), proposed or existing covenants and proposed maintenance and performance guarantees. The applicant shall submit, at least in summary or outline form, any agreements as may be required by Section 16-2-70, relating to improvements and dedications.

(xii) If intending to use solar design in the development, include a description of the steps that have been taken to protect and enhance the use of solar energy in the proposed subdivision. This shall include how the streets and lots have been laid out and how the buildings will be sited to enhance solar energy usage.

(xiii) If applicable, a report shall be submitted identifying the location of the one-hundred-year floodplain and the drainageways near or affecting the property being subdivided. If any portion of a one-hundred-year floodplain is located on the property, the applicant shall also identify the floodway and floodway fringe area. The applicant shall also describe the steps that will be taken to ensure that development locating in the floodway fringe area is accomplished in a manner which meets Federal Insurance Administration standards.

(xiv) If applicable, a report shall be submitted on the location of wetlands, as defined by the U.S. Army Corp of Engineers, on or affecting the property being subdivided. The report shall outline the development techniques planned to ensure compliance with federal, state and local regulations.

(xv) A landscape plan, meeting the specifications of Section 16-8-90.

(xvi) If applicable, a description of how the proposal will comply with the standards of any of the overlays.

(xvii) A site plan for parks, trails and/or open space meeting the requirements of Section 16-6-110 below. If an alternate site dedication or fee in lieu of dedication is proposed, detailed information about the proposal shall be submitted.

(xviii) All development and subdivision naming shall be subject to approval by the City. No development or subdivision name shall be used which will duplicate or be confused with the name of any existing street or development in the City or the County;

☐ 10. An access permit from the Colorado Department of Transportation; and

☒ 11. A plan for locations and specifications of street lights, signs and traffic control devices.

2. REVIEW STANDARDS (If necessary, attach additional sheets)

The application for Limited or Major Impact Review shall comply with the following standards.

1. **Consistency with Comprehensive Plan.** The use shall be consistent with the City's Comprehensive Plan.
The proposed use does not conflict with what is understood by the City's Comprehensive Plan.

2. **Conformance to Code.** The use shall conform to all other applicable provisions of this Land Use Code, including, but not limited to:

- a. **Zoning District Standards.** The purpose of the zone district in which it is located, the dimensional standards of that zone district, and any standards applicable to the particular use, all as specified in Article 5, Use and Dimensional Standards.

The site is zoned R-4 and the proposed use is a school. Per Chapter 16 of the Land Use Code, section 16-4-70 Residential Zone Districts, schools are permitted as a complementary land use in R-4 Zone Districts. The site and building design aim to meet the Dimensional Standards as specified in Article 5 to the greatest extent possible. See attached drawings for additional information.

- b. **Site Development Standards.** The parking, landscaping, sign and improvements standards.

The proposed site improvements meet the development standards. See attached drawings and landscape narrative for additional information.

3. **Use Appropriate and Compatible.** The use shall be appropriate to its proposed location and be compatible with the character of neighboring uses, or enhance the mixture of complementary uses and activities in the immediate vicinity.

The site is zoned R-4 and the proposed use is a school. Per Chapter 16 of the Land Use Code, section 16-4-70 Residential Zone Districts, schools are permitted as a complementary land use.

- 4. Nuisance.** The operating characteristics of the use shall not create a nuisance and the impacts of the use on surrounding properties shall be minimized with respect to noise, odors, vibrations, glare, and similar conditions.

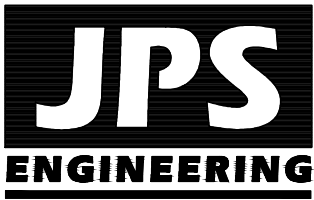
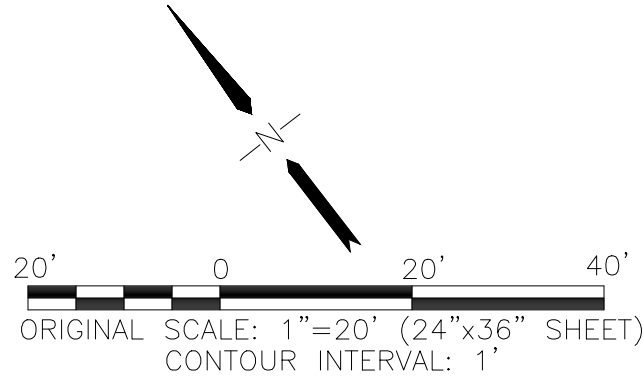
The design concept has incorporated screen walls around mechanical equipment to mitigate noise and visual screening. There is no anticipated odors, vibrations or similar nuisances.

- 5. Facilities.** There shall be adequate public facilities in place to serve the proposed use, or the applicant shall propose necessary improvements to address service deficiencies which the use would cause.

Improvements to existing public facilities are proposed that will be adequate for the new development. See Development Plan Drawings for additional information.

- 6. Environment.** The use shall not cause significant deterioration to water resources, wetlands, wildlife habitat, scenic characteristics, or other natural features. As applicable, the proposed use shall mitigate its adverse impacts on the environment.

The Montessori School program is deeply rooted in authentic, natural learning experiences with a strong connection to the outdoors. The curriculum promotes environmental stewardship by integrating lessons on conservation, recycling, and the importance of nature. There is no foreseen uses that would cause significant deterioration of natural resources or features. Regarding the building itself, the new facility is designed around CHPS (Collaborative for High Performance Schools) benchmark performance criteria to provide a sustainable and energy efficient design.



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SALIDA MONTESSORI CHARTER SCHOOL

SALIDA MONTESSORI CHARTER SCHOOL

1108 J St
Salida, CO 81201

NOT FOR CONSTRUCTION

SHEET TITLE
**SITE
DEVELOPMENT
PLAN**

PROJECT NUMBER
2024-008.00
DATE
07-12-2024
REVISIONS

#	DATE	DESCRIPTION
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DESIGNED BY: JPS
DRAWN BY: PV
CHECKED BY: JPS
SUBMIT FOR: DEVELOPMENT PLAN
SHEET NO.: SD1.1

