



PLANNING COMMISSION REGULAR MEETING-

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

July 22, 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

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 |

[1.](#) Recommendation on Proposed Annexation – Salida School District / 627 Oak Street

[2.](#) Recommendation on Proposed Zoning – Salida School District / 627 Oak Street

UPDATES

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 STAFF REPORT

MEETING DATE: July 22, 2024

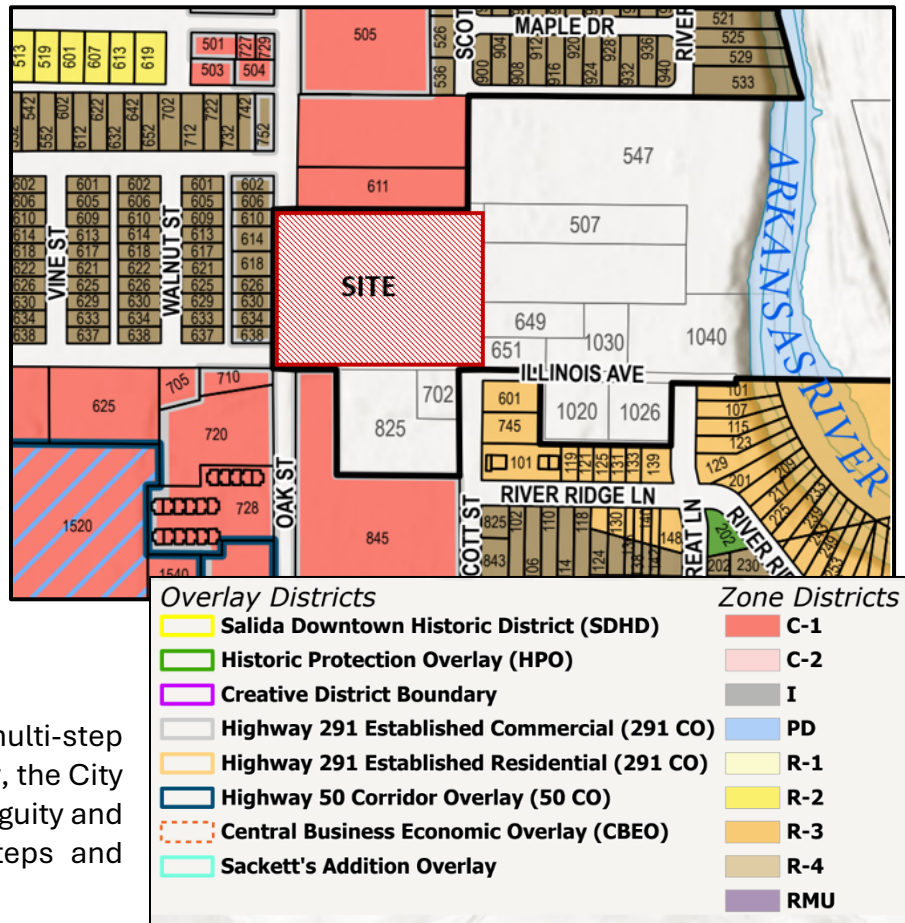
AGENDA ITEM TITLE: Recommendation on Proposed Annexation – Salida School District / 627 Oak Street

AGENDA SECTION: Public Hearing

REQUEST / BACKGROUND:

The applicant, Salida School District, submitted a complete application to annex the 4.43 acre property, inclusive of adjacent rights-of-way, located at 627 Oak Street, on May 30, 2024.

Surrounding Land Use and Zoning: The site is currently zoned COM (Commercial) in the County. The properties east and south are in Chaffee County and are zoned RES (Residential). The properties to the north, west, southwest, and southeast are within the City limits and are zoned C-1 (Commercial), R-4 (Manu-factured Housing Residential) C-1 (Commercial), and R-3 (High Density Residential) respectively. The properties to the west and southwest are also in the SH 291 Established Commercial Overlay.



ANNEXATION PROCESS:

An application for annexation is a multi-step process. When annexing a property, the City must follow state statutes for contiguity and procedural requirements. The steps and standards include:

- 1/6th of the perimeter of a proposed annexation must be contiguous with the City of Salida;
- Staff reviews the petition for compliance with city and state statutes and Council adopts a resolution stating the petition is valid and sets a public hearing date that is no less than 30 days and no greater than 60 days from the resolution date;

- On July 16, 2024 City Council adopted Resolution 2024-44 finding the Annexation petition in compliance with city and state statutes and set the public hearing date for September 3, 2024.
- The (City Council) public hearing is advertised in the newspaper for four consecutive weeks;
- The Planning Commission holds a public hearing to review the annexation and recommend the zoning designation of the property;
- Council holds the public hearing on the annexation petition;
- Council holds a public hearing to review and possibly approves the proposed zoning.

Regarding an Annexation Agreement: An annexation agreement is typical, but not required, and is not proposed with this annexation. All terms of this annexation were recently approved by City Council in Resolution 2024-13, an amended pre-annexation agreement. That agreement included, but was not limited to, the school’s obligations for right-of-way dedication, fees-in-lieu of street improvements, drainage improvements, and landscape requirements. Those obligations are required to be met prior to connection to municipal water services.

FINDINGS OF FACT:

As explained above, the annexation shall be considered by the Commission as a required step prior to the zoning of the property. The following findings of facts are required for annexation:

1. The proposed annexation meets the required 1/6th contiguity with the municipal boundary of the City of Salida as shown on the annexation plat.
2. All applicable owners of the property are party to the annexation.
3. The annexation property is within the Municipal Services Area (MSA) of the City of Salida, as defined in the City’s Comprehensive Plan and its intergovernmental agreement (IGA) with Chaffee County approved in 2010. According to the IGA, the MSA “encompasses properties which are eligible for annexation and extension of municipal utilities and infrastructure, within the parameters set forth in the Salida Municipal Code and Salida Comprehensive Plan, which may be amended from time to time.”
4. The property may be efficiently served by City fire and police departments.
5. The property is a natural extension of the City’s municipal boundary and meets the legal requirements for annexation.

RESPONSE FROM REFERRAL DEPARTMENTS AND AGENCIES:

- Salida Fire Department: Assistant Fire Chief, Kathy Rohrich, responded “Fire Department has no concerns at this time.”
- Salida Police Department: Police Chief, Russ Johnson, responded “No issues from PD at this time.”
- Public Works Department: Public Works, Director, David Lady, responded that sufficient right-of-way dedication has been shown on the annexation plat. The requested drainage report has

been submitted. All other requirements of the pre-annexation agreement must be met prior to connection to municipal water services. This includes payment of fees-in-lieu of constructing required site improvements in the amount described in the cost estimate provided by the School District dated February 23, 2024.

- Salida Finance Department: Staff Accountant, Renee Thonhoff, responded “627 Oak Street currently has one sewer tap. The account is classified as Sewer Only In City. System Development fees for water and fees for a water meter may be required upon annexation.”
- Xcel Energy: (Full Response Letter Attached) Donna George, Right of Way and Permits, responded “Please be advised that Public Service Company has existing both overhead and underground electric distribution facilities within the areas indicated in this proposed rezone. Public Service Company has no objection to this proposed rezone, contingent upon Public Service Company of Colorado’s ability to maintain all existing rights and this amendment should not hinder our ability for future expansion, including all present and any future accommodations for natural gas transmission and electric transmission related facilities.”
- Atmos Energy: Dan Higgins, responded, “Atmos Energy has no comment”.
- Chaffee County Planning Department: Planning Director, Miles Cottom, According to our maps and records, the portion of Illinois Ave. abutting the southern property boundary (between Oak St. and Scott St.) and the portion of Scott St. abutting the eastern property boundary are still technically in the County. If your records reflect the same, this may be a good time to formally annex those two into the City.
- Chaffee County Building Department: Chief Building Official, Chad Chadwick, responded, “No concerns at this time.”

STAFF RECOMMENDATION:

Staff recommends the Planning Commission recommend City Council approve the proposed annexation.

RECOMMENDED MOTION:

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

Attachments: Proof of publication
Salida School District Annexation Petition and Plat
Xcel Referral Response Letter



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) _____
- Major Impact Review:
(Type) EDNING
- Other: _____

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

A. Applicant Information

Name of Applicant: Salida School District R-32-J

Mailing Address: 627 Oak Street, Salida, CO 81201

Telephone Number: 719-530-5200 FAX: 719-539-6220

Email Address: smoore@salidaschools.org

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: Horizon Exploratory Academy

Street Address: 627 Oak Street, Salida, CO 81201
Tract in p25w4 4-49-9

Legal Description: Lot _____ 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 _____

Signature of property owner [Signature] Date 5/6/24



SALIDA SCHOOL DISTRICT R-32-J

BOARD OF EDUCATION

Joe Smith, President

Jodi Breckenridge Petit, Vice-President; Matthew Hobbs, Treasurer

Directors: Ben Hill, Karen Lundberg, Mandy Paschall, Jenn Schuchman

David Blackburn, Superintendent

William Wooddell, Assistant Superintendent

To the City of Salida:

As previously discussed in our pre-annexation agreement, The Salida School District is seeking to annex our current county property located at 627 Oak St. into the city in the coming months. We are currently on County land, and we are looking at moving into the city with the intent of building up this side of the community along with the new fire station. This will also allow the district to put forth work to tap into city utilities as we pursue a remodel project on the land with intent to improve programming facilities for many students within the district. This development will allow us to safely serve more students in a learning-rich environment within the city lines.

Our development of the land will consist of adding on an additional square footage on the structure already existing at 627 Oak St with the intent of bringing our Horizons Exploratory Academy into the facility. We currently have one of our middle schools meeting at this location, and this addition will allow us to bring more students onto a centralized campus. We will also be endeavoring to create an appealing and well-kept space that fosters student learning as well as improves the visual appeal for the entire town. We have appreciated the partnership we have with the city in our other main campus locations and feel this would be a move that would allow us to continue our partnership allowing for the district and city to better serve our community and specifically the students within the community.

Thank you for your consideration,

Joe Smith

Salida School Board - President



ANNEXATION APPLICATION

448 East First Street, Suite 112
Salida, CO 81201

Phone: 719-530-2626 Fax: 719-539-5271
Email: planning@cityofsalida.com

1. PROCEDURE (City Code Section 16-9-20)

A. Development Process

1. Pre-Application Conference. Optional.
2. Submit Application.
3. Staff Review for Completeness.
4. Resolution to Accept Application to City Council
5. Establish Public Hearing Date before Council per Colorado Municipal Annexation Act of 1965.
6. Staff Evaluation of Application and Annexation Agreement (if applicable)
7. Establish Public Hearing Date Before the Planning Commission.
8. Public Notice Provided For Hearings.
9. Public Hearing Conducted by Commission.
10. Annexation Ordinance to City Council for 1st and 2nd Reading.

2. APPLICATION CONTENTS (City Code Section 16-9-40)

✓ 1. General Development Application

2. Annexation Petition

*DLR
Already
Submitted*

→ 3. Annexation Map. The preferred scale of the map is one (1) inch equals one hundred (100) feet; the minimum allowable scale is one (1) inch equals two hundred (200) feet. Sheet size shall be twenty-four (24) inches by thirty-six (36) inches. If it is necessary to draw the map on more than one (1) sheet, a sheet index shall be placed on the first sheet. The annexation map shall contain the following:

- a. Annexation Name
- b. Legal description. Legal description of the perimeter
- c. Names and addresses. Names and addresses of the owners, subdivider, land planner and land surveyor registered in the State.
- d. Scale
- e. North arrow
- f. Date. The date the map was prepared.
- g. Boundary lines and dimensions. Boundary lines of the proposed annexation. Distinction of the boundary that is contiguous to the City and the length of the same boundary on the map, including required showing of contiguity in feet.
- h. Platted lots. Lot and block numbers if the area is already platted.
- i. Improvements and easements. The location and dimensions of all existing and proposed streets, alleys, easements, ditches and utilities within or adjacent to the proposed annexation.
- j. Vicinity map. The vicinity map shall show the location of the proposed annexation, in relation to the City.
- k. Acreage. Total acreage to be annexed.
- l. Certificates. Certificates required to appear on the final annexation plat are described in Section 16-9-40 of the Land Use Code.

*DLR
Already
Submitted*

4. Digital Copy. A digital copy of the plat compatible with the City GIS shall be submitted.

5. Application Fee - According to current adopted fee schedule

7. Public Notice.

- a) 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 proof of posting the public notice.

8. Petition for Exclusion from the South Arkansas Fire Protection District (optional)**9. Notarized Special Fee and Cost Reimbursement Agreement completed**

ANNEXATION PETITION

TO THE CITY COUNCIL OF THE CITY OF SALIDA, COLORADO, GREETINGS:

The undersigned hereby petition(s) the City of Salida to annex to the City of Salida the territory shown on the map(s) attached hereto and described on the attachment hereto:

This Petition is signed by the landowners qualified to sign. It is intended that this Petition be a one hundred percent (100%) petition for annexation as described in C. R. S. 1973, Section 31-12-107(l)(g), (as amended).

In support of this petition, the undersigned state(s) and allege(s) as follows, to wit:

1. That it is desirable and necessary that the above-described territory be annexed to the City of Salida.
2. That petitioners are landowners of one hundred percent (100%) of the territory, excluding streets and alleys, herein proposed for annexation to the City of Salida.
3. That no less than one-sixth of the aggregate external boundaries of the above-described territory hereby petitioned to the City of Salida is contiguous to the City limits of the City of Salida.
4. Accompanying this petition are two mylars and twenty copies of the annexation map.
5. That a community of interest exists between the above-described territory and the City of Salida, and that the same is urban, or will be urbanized in the near future, and further that the said territory is integrated or is capable of being integrated in the City of Salida.
6. That the above-described territory does not include any area which is the same or substantially the same area in which an election for an annexation to the City of Salida, was held within the twelve months preceding the filing of this petition.
7. That the above-described territory does not include any area included in another annexation proceeding involving city other than the City of Salida.
8. That the above-described territory is not presently a part of any incorporated city, city and county, or town.
9. That the above area described will (not) result in the detachment of the area from any school district and the attachment of the same to another school district.

ANNEXATION PETITION

"INSERT A"

(Description of territory proposed for annexation)

**LEGAL DESCRIPTION
OF A TRACT OF LAND**

A TRACT OF LAND LOCATED WITHIN THE NORTH HALF OF THE SOUTHWEST QUARTER OF SECTION 4, TOWNSHIP 49 NORTH, RANGE 9 EAST OF THE NEW MEXICO PRINCIPAL MERIDIAN, CHAFFEE COUNTY, COLORADO, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF THE PROPERTY DESCRIBED AT RECEPTION NO. 474501, BEING MARKED BY A 1 ½" ALUMINUM CAP STAMPED LS 16117, FROM WHENCE THE CENTER QUARTER CORNER OF SAID SECTION 4, BEING MARKED BY A 2 ½" ALUMINUM CAP STAMPED LS 16117, BEARS NORTH 78°21'04" EAST, A DISTANCE OF 1290.53 FEET; THENCE SOUTH 89°21'33" EAST, A DISTANCE OF 38.99 FEET TO THE EAST RIGHT-OF-WAY OF SCOTT STREET; THENCE SOUTH 00°18'13" WEST, ALONG SAID EAST RIGHT-OF-WAY OF SCOTT STREET, A DISTANCE OF 378.79 FEET; THENCE NORTH 89°41'31" WEST, ALONG THE SOUTH RIGHT-OF-WAY OF ILLINOIS AVENUE, A DISTANCE OF 350.90 FEET; THENCE NORTH 89°59'07" WEST, ALONG THE SOUTH RIGHT-OF-WAY OF ILLINOIS AVENUE, A DISTANCE OF 97.41 FEET TO THE EAST RIGHT-OF-WAY OF COLORADO STATE HIGHWAY NO. 291 (OAK STREET); THENCE NORTH 89°59'07" WEST, A DISTANCE OF 60.00 FEET TO THE WEST RIGHT-OF-WAY OF COLORADO STATE HIGHWAY NO. 291 (OAK STREET); THENCE NORTH 00°43'13" EAST, ALONG THE WEST RIGHT-OF-WAY OF COLORADO STATE HIGHWAY NO. 291 (OAK STREET), A DISTANCE OF 382.55 FEET; THENCE SOUTH 89°21'33" EAST, A DISTANCE OF 59.06 FEET TO THE NORTHWEST CORNER OF SAID PROPERTY DESCRIBED AT RECEPTION NO. 474501; THENCE SOUTH 89°21'33" EAST, ALONG THE NORTH BOUNDARY OF SAID PROPERTY DESCRIBED AT RECEPTION NO. 474501, A DISTANCE OF 407.49 FEET TO THE POINT OF BEGINNING. CONTAINING 4.43 ACRES

PREPARED BY:

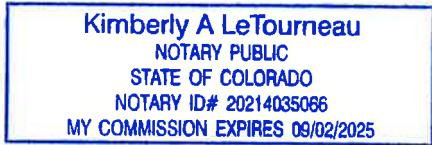


ANNEXATION PETITION

CIRCULATOR'S AFFIDAVIT

STATE OF COLORADO)
) ss.
COUNTY OF CHAFFEE)

being first duly sworn, upon oath deposes and says that she/he was the circulator of the above and foregoing petition and that the signatures on said petition are the signatures of the persons whose names they purport to be.



[Handwritten Signature]
Circulator

Subscribed and sworn to before me this 6th day of May, A. D. 2024.
Witness my hand and official seal. My commission expires: September 2, 2025.

[Handwritten Signature]
Notary Public



Right of Way & Permits
1123 West 3rd Avenue
Denver, Colorado 80223
Telephone: **303.571.3306**
Facsimile: 303.571.3284
Donna.L.George@xcelenergy.com

May 22, 2024

City of Salida
448 East First Street, Suite 112
Salida, CO 81201

Attn: Kathryn Dunleavy

Re: 627 Oak Street Annexation and Zoning

Public Service Company of Colorado's (PSCo) Right of Way & Permits Referral Desk has reviewed the documentation for **627 Oak Street Annexation and Zoning**. Please be advised that Public Service Company has existing both overhead and underground electric distribution facilities within the areas indicated in this proposed rezone. Public Service Company has no objection to this proposed rezone, contingent upon Public Service Company of Colorado's ability to maintain all existing rights and this amendment should not hinder our ability for future expansion, including all present and any future accommodations for natural gas transmission and electric transmission related facilities.

The City of Salida must send us notification after approval of the proposed annexation has been finalized. This notification should be sent to Ashley Valdez at Ashley.R.Valdez@xcelenergy.com. This will allow our mapping department to make the necessary updates to our mapping system.

The property owner/developer/contractor must complete the application process for any new electric service, or modification to existing facilities via xcelenergy.com/InstallAndConnect. It is then the responsibility of the developer to contact the Designer assigned to the project for approval of design details.

For additional easements that may need to be acquired by separate PSCo document, a Right-of-Way Agent, must be contacted.

As a safety precaution, PSCo would like to remind the developer to contact Colorado 811 for utility locates prior to construction.

Donna George
Right of Way and Permits
Public Service Company of Colorado dba Xcel Energy
Office: 303-571-3306 – Email: Donna.L.George@xcelenergy.com

**PUBLIC NOTICE
NOTICE OF PUBLIC HEARING BEFORE
PLANNING COMMISSION AND CITY
COUNCIL FOR THE CITY OF SALIDA
CONCERNING ANNEXATION AND
ZONING APPLICATIONS**

TO ALL MEMBERS OF THE PUBLIC AND INTERESTED PERSONS: PLEASE TAKE NOTICE that on June 11, 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 East First Street, Suite 190, Salida, Colorado and online at the following link: <https://attendee.gotowebinar.com/rt/1909092342220683277>

The hearing is regarding applications for Annexation and Zoning submitted by and on behalf of Salida School District R-32-J, for the property located at 627 Oak Street.

The City is currently considering a petition to annex and zone the subject property into the City. The general purpose of the application is to consider the applicant's request to zone the property Commercial (C-1).

Any recommendation by the Planning Commission for the Annexation and Zoning shall be forwarded to the City Council for review and a public hearing scheduled for July 16, 2024, at or about the hour of 6:00 p.m. at City Council Chambers and online at the following link: <https://attendee.gotowebinar.com/register/6382995264411204366>.

Interested persons are encouraged to attend the public hearing. Further information on the applications may be obtained from the Community Development Department, (719) 530-2631.

*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 May 24, 2024



PLANNING COMMISSION STAFF REPORT

MEETING DATE: July 22, 2024

AGENDA ITEM TITLE: Recommendation on Proposed Zoning – Salida School District / 627 Oak Street

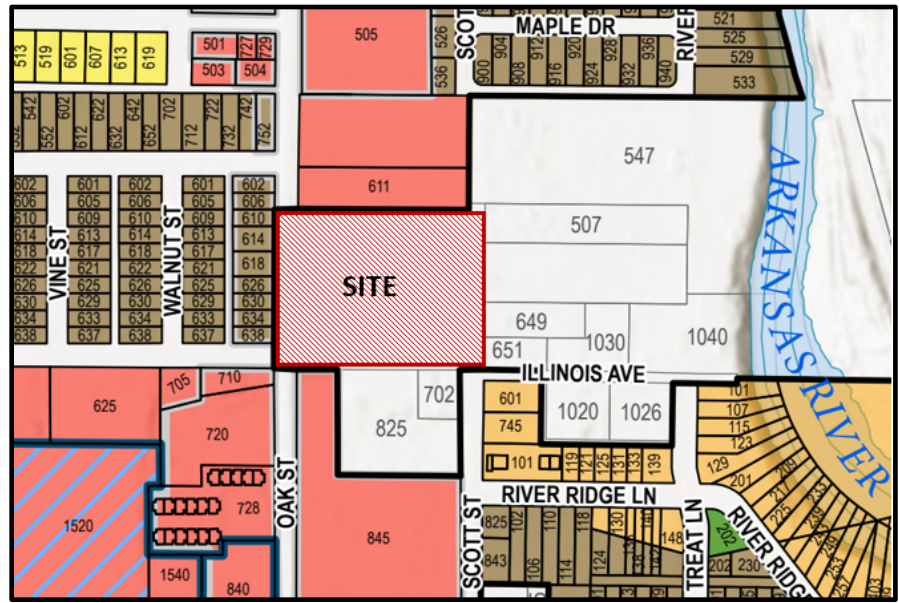
AGENDA SECTION: Public Hearing

REQUEST / BACKGROUND:

The applicant, Salida School District, submitted a complete application to annex the 4.43 acre property, inclusive of adjacent rights-of-way, located at 627 Oak Street, on May 30, 2024. The area annexed must be brought under the municipality’s zoning ordinance within 90 days from the effective date of the annexation ordinance. The applicant is requesting that the property be zoned Commercial (C-1) following approval of the annexation into the City of Salida.

Surrounding Land Use and Zoning:

The site is currently zoned COM (Commercial) in the County. The properties east and south are in Chaffee County and are zoned RES (Residential). The properties to the north, west, southwest, and southeast are within the City limits and are zoned C-1 (Commercial), R-4 (Manufactured Housing Residential) C-1 (Commercial), and R-3 (High Density Residential) respectively. The properties to the west and southwest are also in the SH 291 Established Commercial Overlay.

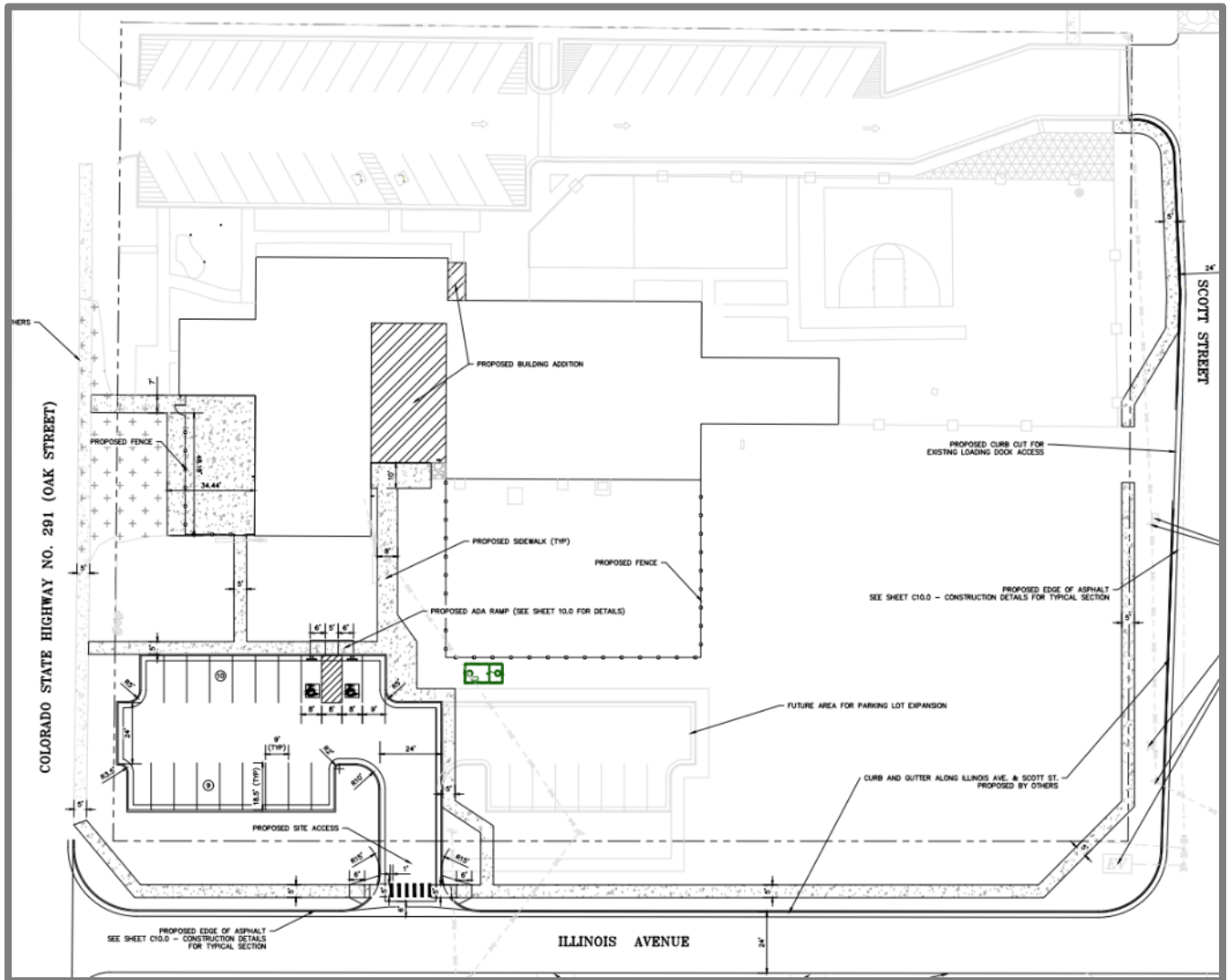


Overlay Districts	Zone Districts
Salida Downtown Historic District (SDHD)	C-1
Historic Protection Overlay (HPO)	C-2
Creative District Boundary	I
Highway 291 Established Commercial (291 CO)	PD
Highway 291 Established Residential (291 CO)	R-1
Highway 50 Corridor Overlay (50 CO)	R-2
Central Business Economic Overlay (CBEO)	R-3
Sackett's Addition Overlay	R-4
	RMU

Site Background: The site currently contains two schools and school district offices and is serviced by City sewer granted under a 2012 pre-annexation with a previous owner. A planned remodel and addition to the building

require connection to municipal water. To do so, per the 2012 pre-annexation agreement, the site must annex into the City of Salida. On March 19, 2024, City Council approved Resolution 2024-13, an amendment to the pre-annexation agreement that outlined the requirements that must be met for the City to provide municipal water service to the site.

The school district submitted construction plans to the County in early July for a building addition and partial remodel, along with an additional parking lot on the south side of the property.



REVIEW STANDARDS FOR MAP AMENDMENTS (Section 16-4-210):

1. **Consistent with Comprehensive Plan.** The proposed amendment shall be consistent with the Comprehensive Plan.
 - The Comprehensive Plan includes the goals that new projects should complement the neighborhood’s mass and scale; be focused within the Municipal Services Area (MSA) and be developed at maximum densities to make the best use of available infrastructure.

- A school as well as district offices are complementary to the existing mix of commercial / residential / light industrial / institutional buildings and uses that exist along this corridor.
- The area is within the MSA.
- A school as well as district offices maximizes the utilization of this lot for an essential public use.

2. **Consistency with Purpose of Zone District.** The proposed amendment shall be consistent with the purpose of the zone district to which the property is to be designated.

- Per the land use code, the purpose of the Commercial (C-1) zone district is: “to provide for commercial and service businesses in a pattern that allows ease of access by both vehicles and pedestrians. Typically, residential uses are conditional within a C-1 zone district. Areas designated Commercial (C-1) are located primarily along the City’s main entrance corridors.”
- This is the most compatible zone district that the Land Use Code offers. In lieu of an “Institutional” district, this proposed amendment is consistent with the purposes of the Commercial (C-1) district.

3. **Compatibility with Surrounding Zone Districts and Uses.** The development permitted by the proposed amendment shall be compatible with surrounding zone districts, land uses and neighborhood character.

- The zoning classification of Commercial (C-1) is compatible with the surrounding zoning of C-1, R-4, and R-3. The existing C-1 and R-4 zoned properties do have an SH 291 Established Commercial Overlay that was not included on the fire station property directly north of this site, nor is being requested for this property. C.R.S. §22-32-124(1) provides that a school board retains final authority to decide where schools are needed and to build the necessary buildings. In the forthcoming Land Use Code and Zoning Conversion, this site is designated to be converted to the “Institutional Use” zone.
- Adjacent uses include a future fire station, manufactured housing, and multi-family residential.

4. **Changed Conditions or Errors.** The applicant shall demonstrate that conditions affecting the subject parcel or the surrounding neighborhood have changed, or that due to incorrect assumptions or conclusions about the property, one (1) or more errors in the boundaries shown on the Official Zoning Map have occurred.

- The proposed zoning is occurring because of the requirement to zone the property when annexed into the City in accordance with Section 16-4-50 of the Land Use and Development Code.

STAFF RECOMMENDATION:

Staff recommends the Planning Commission recommend the City Council approve the proposed zoning of the site as Commercial (C-1).

RECOMMENDED MOTIONS:

“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.”

ATTACHMENTS:

- Proof of Publication
- Application Materials



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) _____
- Major Impact Review:
(Type) EDNING
- Other: _____

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

A. Applicant Information

Name of Applicant: Salida School District R-32-J
 Mailing Address: 627 Oak Street, Salida, CO 81201
 Telephone Number: 719-530-5200 FAX: 719-539-6220
 Email Address: smoore@salidaschools.org
 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: Horizon Exploratory Academy
 Street Address: 627 Oak Street, Salida, CO 81201
Tract in p25W4 4-49-9
 Legal Description: Lot _____ 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 _____

Signature of property owner [Signature] Date 5/6/24



SALIDA SCHOOL DISTRICT R-32-J

BOARD OF EDUCATION

Joe Smith, President

Jodi Breckenridge Petit, Vice-President; Matthew Hobbs, Treasurer

Directors: Ben Hill, Karen Lundberg, Mandy Paschall, Jenn Schuchman

David Blackburn, Superintendent

William Wooddell, Assistant Superintendent

To the City of Salida:

As previously discussed in our pre-annexation agreement, The Salida School District is seeking to annex our current county property located at 627 Oak St. into the city in the coming months. We are currently on County land, and we are looking at moving into the city with the intent of building up this side of the community along with the new fire station. This will also allow the district to put forth work to tap into city utilities as we pursue a remodel project on the land with intent to improve programming facilities for many students within the district. This development will allow us to safely serve more students in a learning-rich environment within the city lines.

Our development of the land will consist of adding on an additional square footage on the structure already existing at 627 Oak St with the intent of bringing our Horizons Exploratory Academy into the facility. We currently have one of our middle schools meeting at this location, and this addition will allow us to bring more students onto a centralized campus. We will also be endeavoring to create an appealing and well-kept space that fosters student learning as well as improves the visual appeal for the entire town. We have appreciated the partnership we have with the city in our other main campus locations and feel this would be a move that would allow us to continue our partnership allowing for the district and city to better serve our community and specifically the students within the community.

Thank you for your consideration,

Joe Smith

Salida School Board - President



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:

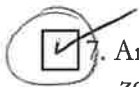
a. Utility plans for water, sanitary sewer, storm sewer, electric, gas and telephone lines;

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.

Request C1 Zone - Consistent w/
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.

C1 zone request for School District

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

Refer Pre Annexation Agreement

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.

Current County School - compatible
w/ surrounding areas

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.

Will not create nuisance - currently a School Building

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.

Facilities are adequate to serve proposed/current use

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.

Current use of property does not cause deterioration to any features. No environmental impacts foreseen.

**PUBLIC NOTICE
NOTICE OF PUBLIC HEARING BEFORE
PLANNING COMMISSION AND CITY
COUNCIL FOR THE CITY OF SALIDA
CONCERNING ANNEXATION AND
ZONING APPLICATIONS**

TO ALL MEMBERS OF THE PUBLIC AND INTERESTED PERSONS: PLEASE TAKE NOTICE that on June 11, 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 East First Street, Suite 190, Salida, Colorado and online at the following link: <https://attendee.gotowebinar.com/rt/1909092342220683277>

The hearing is regarding applications for Annexation and Zoning submitted by and on behalf of Salida School District R-32-J, for the property located at 627 Oak Street.

The City is currently considering a petition to annex and zone the subject property into the City. The general purpose of the application is to consider the applicant's request to zone the property Commercial (C-1).

Any recommendation by the Planning Commission for the Annexation and Zoning shall be forwarded to the City Council for review and a public hearing scheduled for July 16, 2024, at or about the hour of 6:00 p.m. at City Council Chambers and online at the following link: <https://attendee.gotowebinar.com/register/6382995264411204366>.

Interested persons are encouraged to attend the public hearing. Further information on the applications may be obtained from the Community Development Department, (719) 530-2631.

*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 May 24, 2024