



# The Meadow Amended Development Plan (DP 06-01B), The Meadow Replat and Preliminary Condominium Map

## Estes Park Community Development Department

Municipal Building, 170 MacGregor Avenue

PO Box 1200

Estes Park, CO 80517

Phone: 970-577-3721

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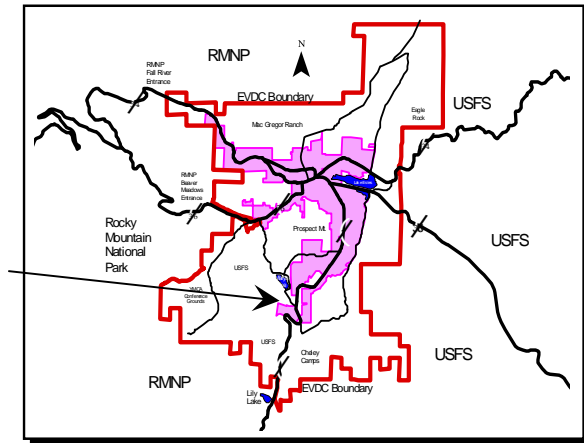
[www.estesnet.com](http://www.estesnet.com)

**DATE:** May 19, 2009

### **REQUESTS:**

- 1) Amend existing approved development plan; and,
- 2) Amend an existing subdivision plat, and subdivide two existing lots into four lots (three buildable, and one non-buildable outlot); and,
- 3) Preliminary condominium map.

**LOCATION:** West of Marys Lake Road, north of Kiowa Drive, south of Promontory Drive, and east of Kiowa Trail (within the Town of Estes Park).



**APPLICANT:** CMS Planning and Development (Frank Theis)

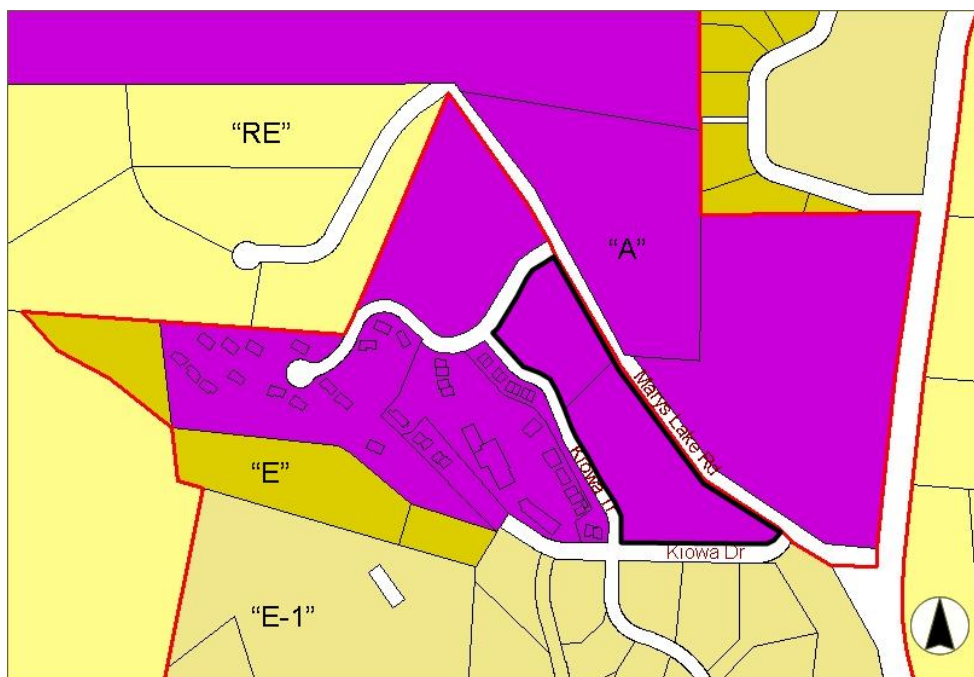
**PROPERTY OWNER:** Marys Meadow Development, Inc. (Jim Tawney, Ponderosa Lodge)

**STAFF CONTACT:** Dave Shirk ([dshirk@estes.org](mailto:dshirk@estes.org), 577-3729)

### **SITE DATA TABLE:**

<b>Engineer:</b> Van Horn Engineering (Joe Coop)	
<b>Parcel Numbers:</b> 3402124002, 3402438004	<b>Development Area:</b> 5 acres (+/-)
<b>Number of Lots:</b> Two existing, three buildable and one non-buildable outlot proposed.	<b>Existing Land Use:</b> Undeveloped, with new units under construction in the southern portion of the site (working under approval of existing development plan)
<b>Proposed Land Use:</b> Accommodations and multi-family residential	<b>Existing Zoning:</b> "A" Accommodations

<b>Adjacent Zoning-</b>	
East: "A" Accommodations	North: "A" Accommodations
West: "A" Accommodations	South: "E-1" Estate
<b>Adjacent Land Uses-</b>	
East: Undeveloped	North: Institutional (Rocky Mountain Church)
West: Accommodations (Marys Lake Lodge)	South: Single-family residential (Kiowa Ridge Subdivision)
<b>Services-</b>	
Water: Town	Sewer: UTSD
Fire Protection: Estes Park Volunteer	



**PROJECT DESCRIPTION/BACKGROUND:** This is a request to modify an existing approved development plan know as "Marys Meadow" and to subdivide one lot (Lot 4) into three lots (two buildable lots and an outlot).

This request also includes the preliminary condominium map. Pursuant to state law, final condominium maps cannot be filed until individual units are substantially complete; declarations would be filed with the final condominium map application.

The existing 35-unit plan was approved by the Planning Commission in April 2006, with a minor modification approved by Staff in February 2009. The current request is to amend this development plan by separating into two lots, add eleven more units, and adjust the boundary with the undeveloped lot to the north. The

drainage facilities would be put in a non-buildable outlot, with a joint maintenance agreement.

Because the issues of this proposal are all inter-related, this report outlines all three requests, and concludes with three separate recommendations.

Small scale copies of the development plan and platting history have been included for reference.

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**REVIEW CRITERIA:** This development plan is subject to applicable sections of the Estes Valley Development Code (EVDC). Depending upon the complexity of the project, this section may be a brief summary of the standards of review or may involve a more detailed analysis of the standards based upon issues relevant to any particular project.

**Zoning Requirements.**

*Land Use.* The proposed land uses are allowed in “A” Accommodation district:

- Lot 2A (northern lot) does not have any development proposed at this time, though the property is zoned “A” Accommodations.
- Lot 4A (middle lot) is proposed for short-term accommodations use (Hotel/Motel), with property management operated through the Ponderosa Lodge.
- Lot 4B (southern lot) is proposed for multi-family residential. This does not preclude short-term or nightly rentals.

Definitions: General definition of “Accommodations, High-Intensity” is “visitor-serving facilities that provide temporary lodging in guest rooms or guest units for compensation, and with an average length of stay of less than thirty (30) days. High-intensity accommodations generally serve a larger number of guests than low-intensity accommodations.”

Examples include a Hotel/Motel, which is defined as “An establishment that provides temporary lodging to the general public in guest rooms and typically providing additional services, such as restaurants, meeting rooms, entertainment and recreational facilities.”

Guest rooms/units are defined as “a room or suite of rooms in an accommodations use that contains sleeping and sanitary facilities and that may include limited kitchen facilities.”

*Density.* This proposal meets density requirements, as outlined below.

Density requirements vary depending on unit type. For example, accommodations units (without full kitchens) require 1,800 square feet of net land area each, and duplex units each require 6,750 square feet. The applicant does not propose single-family units or multi-family units, each of which has its own density requirement.

- Lot 2A: No development proposed at this time, though the applicant has requested the density from Outlot A be transferred to Lot 2A. Staff supports this request because this area was part of Lot 2A with the original submittal, and it was staff who requested the stormwater ponds be placed in the outlot. The following note should be placed on the plat: “Outlot A land area shall be applied to Lot 2A for density calculation purposes. Maximum density is not guaranteed.”
- Lot 4A: Thirty-six (36) accommodations units are proposed. Each accommodations unit requires at least 1,800 square feet of net land area. Thirty-six units require a total of 64,800 square feet of land area, or 1.48 acres. The lot is 1.61 acres, thus large enough for the proposed units. In sum, thirty-six units are proposed where a maximum of thirty-nine would be allowed.
- Lot 4B: Ten duplex units are proposed. Each duplex unit requires at least 6,750 square feet of net land area. Ten duplex units require a total of 67,500 square feet of land area, or 1.55 acres. The lot is 1.88 acres, thus large enough for the proposed units. In sum, ten units (five duplexes) are proposed where a maximum of twelve units (six duplexes) would be allowed.

*Impervious Coverage.* This proposal complies with impervious coverage limits. The “A” district has a maximum impervious coverage of 50%. Lot 4A proposed lot coverage is 36.5%; Lot 4B proposed lot coverage is 42.6%.

*Pedestrian Amenities and Linkage Requirements.* Table 4-8 requires provision for pedestrian linkages. Staff suggests the sidewalk on Kiowa Trail be extended along the entire frontage, which the applicant has agreed to.

*Sidewalk Width.* Appendix D.V1c requires sidewalks in nonresidential zoning districts to be at least 8-feet wide. The applicant proposes 7-foot wide sidewalks along Kiowa Trail in front of the accommodations buildings.

The design of the parking stalls utilizes a curb instead of wheel stops. Due to the vehicle overhang, this means that 2.5-feet of the sidewalk does not count toward the required eight-foot width.

Add these together, and the applicant proposes a 4.5-foot wide pedestrian walkway (7 feet - 2.5 feet = 4.5 feet), where eight-feet are required.

The applicant requests a Minor Modification to the code requirement. The Planning Commission may grant up to a 25% modification. In this case, that would allow a sidewalk width of 8.5-feet. Staff arrived at this figure by reducing 8-feet to

6-feet through the Minor Modification allowance, then adding the 2.5-foot overhang:  $6+2.5=8.5$ .

The Planning Commission must decide if this Minor Modification request advances the goals of the code or results in less visual impact or more effective environmental or open space preservation.

*Setbacks.* The proposed layout complies with setback requirements: 15-foot front and side yards, 10-foot rear yard. Building 1 would have steps on the south side to provide access, which is allowed per Section 1.9.D1b. A surveyor will establish footer locations and provide a certificate to the building official at the foundation inspection. This certificate will need to verify that building locations comply with the approved development plan.

*Height.* The proposed structures comply with height limitations set forth on Table 4-5 “Density and Dimensional Standards Nonresidential Zoning Districts” (which defines how tall a structure can be) and Section 1.9.E “Height” (which defines how maximum height is measured).

Maximum building height will be verified with each building permit application by a registered land surveyor during the construction process.

Building height on Lot 4A has generated interest and concern of condominium owners on the west side of Kiowa Trail, and building height on Lot 4B has generated interest and concern of a property owner south of Kiowa Drive.

All units will appear as one story units from the “uphill side,” with a walk-out on the “downhill side.” For example, Building 1 (southern building on Lot 4A) would have an upper level finish floor elevation of 8118.5; the road elevation at that point is 8120.

**Subdivision Design Standards.** Subdivision requirements such as water, sewer, electric, and pedestrian access are addressed elsewhere in this report.

At Staff’s suggestion, the applicant has agreed to place the stormwater detention ponds in a non-buildable outlot. Ownership and maintenance of this outlot should be addressed in a maintenance agreement, and should be submitted for staff review and approval prior to Town Board hearing.

The proposed subdivision is a Minor Subdivision in terms of review procedures. Section 3.9.E requires the planning commission “find that approval will not be materially detrimental to the public welfare, injurious to other property in the neighborhood, or in conflict with the purposes and objectives of [the EVDC].” Staff suggests this is the case because the subdivision of the property has no bearing on the overall zoning, land use, or density for this area.

The outlot should be labeled “Outlot A” and be clearly labeled as a drainage easement, and include the label “nonbuildable.”

**Condominium Review Standards.** Section 10.5.H of the EVDC requires that condominium airspace developments be subject to the same review process as subdivisions. It is staff’s opinion the subdivision review and development plan review combine to provide adequate review of the preliminary condominium map. Final condominium map would not be submitted for Town Board review until at least one unit is substantially complete, which allows for surveying of the airspace. Condominium projects typically involve submittal of a final map, with multiple supplemental maps as the project builds out.

Staff suggests future condominium declarations clarify the use of Lot 4A is accommodations use, as defined by the EVDC. This should be included in condominium declarations because the proposed density is allowed only for accommodations use, and not for residential use.

**Grading and Site Disturbance.** Section 7.2.D requires the Decision-Making Body approve proposed Limits of Disturbance for all development plans. This section includes criteria for establishing Limits of Disturbance. It is Staff’s opinion the proposed LOD meet these criteria. For example, the existing aspen grove north of Building 4 will be protected with construction fencing during construction, and the overall site configuration will reduce site disturbance compared to the existing approved plan.

**Tree and Vegetation Protection.** Existing trees to remain shall be fenced for protection prior to any site work. Tree protection fencing shall comply with standards set forth in Appendix D.VIII.

**Landscaping and Buffers.** The landscape plans require several minor corrections. The applicant has agreed to these requirements, as outlined in letter to the applicant dated May 6, 2009 (attached).

**Exterior Lighting.** The proposed development will be subject to lighting standards set forth in Section 7.9, which requires exterior lighting be shielded and downcast. No lighting fixture shall be higher than fifteen feet above ground. This includes parking lot and security lighting.

A lighting “cut sheet” will need to be submitted for Staff review prior to issuance of first building permit.

**Off-Street Parking and Loading.** Lot 4A requires thirty-six (36) parking spaces; thirty-nine will be provided. These include the on-street parking spaces approved during the original subdivision design process.

Lot 4B requires twenty-three (23) parking spaces; thirty-two will be provided.

The overall parking design and layout are functional, and comply with design standards set forth in Section 7.11 and Appendix D.

**Adequate Public Facilities.** No building permit shall be issued unless such public facilities and services are in place or the commitments described in Section 7.12.C have been made. This section requires that facilities are available to serve the proposed development when building permits are issued.

*Electric.* All electric service is to be placed underground.

*Drainage/Water Quality Management.* The storm water management plan has been forwarded to the Public Works Department for review and comment. The basic design concept is the same as for the currently approved plan: drain downhill across the meadow toward the ponds, using culverts and swales where necessary.

*Sanitary Sewer.* Before a certificate of occupancy is issued for Lot 4A, a sanitary sewer/access easement shall be granted to the UTSD, and a copy submitted to Community Development.

*Water.* A two-inch private main will extend from the existing 12-inch main in Marys Lake Road to serve Lot 4B. Individual service lines will extend from this.

A new 8-inch main will be extended from the existing 12-inch main in Marys Lake Road to serve Lot 4A. A four-inch line will be extended from this new 8-inch main, with service lines extending from the four-inch line into each of the four proposed buildings.

The 8-inch main will become part of the town's water system, where all other lines will be private.

*Fire Protection.* The submitted ISO calculations indicate one additional hydrant will be installed.

Per Section 7.12.G, all fire protection requirements shall be installed prior to issuance of a building permit. The fire chief will need to provide building permit approval.

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**REFERRAL COMMENTS AND OTHER ISSUES:** This request has been submitted to all applicable reviewing agency staff for consideration and comment.

*Town Attorney White* had comments regarding notes on the plat and responsibility for maintenance of the drainage ponds.

*Building Department.* The Building Department has listed five comments that must be addressed prior to approval. Staff has included compliance with the Building Department memo as a suggested condition of approval. These issues

relate to accessibility, and will be verified prior to presentation of mylars for signature by the Chair. The applicant has a consultant (Thomas Beck) evaluating ADA needs.

*Public Works.* Comments from Engineering, Light and Power, and Water have been included as suggested conditions of approval.

*Neighborhood Comments.* As of May 6, Staff had received comments from six nearby property owners. Comments include:

- "I oppose this change in development."
- Opposition to increase in density
- Concern about height and blocked views.
- Exterior materials and design.
- Concern about change in character of Marys Lake Lodge area and mix of short-term visitors and long-term residents.
- Concern about wind turbine and solar panels.

*Conduits.* Per Section 7.13, "conduit, meters, vents and other equipment attached to the building or protruding from the roof shall be screened, covered or painted to minimize visual impacts."

*Construction Plans.* Final construction plans shall be approved by the Town of Estes Park Public Works Department and UTSD prior to issuance of the grading permit and/or first building permit.

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**STAFF FINDINGS AND RECOMMENDATION:** Based on the foregoing, Staff finds:

1. The applicant should carefully review the Staff report, which contains several references to Code requirements. Failure to satisfy these requirements could lead to a delay in issuance of building permits or certificates of occupancy.
2. If all recommended conditions of approval are required, the development plan will comply with all applicable standards set forth in this Code.
3. Approval of The Meadow Replat will not be materially detrimental to the public welfare, injurious to other property in the neighborhood, or in conflict with the purposes and objectives of the Estes Valley Development Code.
4. This request has been submitted to all applicable reviewing agency staff for consideration and comment.
5. The Planning Commission must decide if this Minor Modification request advances the goals of the code or results in less visual impact or more effective environmental or open space preservation.
6. The Planning Commission is the Decision-Making body for the development plan and the recommending body for the subdivision plat and preliminary condominium map.

Therefore, Staff recommends:

**I. APPROVAL** of the proposed “The Meadow” Development Plan 06-01B  
**CONDITIONAL TO:**

1. Compliance with approved development plan, architectural plans, and “The Meadow Replat” submitted as part of the review package;
2. Final construction plans shall be approved by the Town of Estes Park Public Works Department and UTSD prior to issuance of the grading permit and/or first building permit for Lot 4A.
3. Before a certificate of occupancy is issued for Lot 4A, a sanitary sewer/access easement shall be granted to the UTSD, and a copy of the recorded document submitted to Community Development.
4. The sidewalk between on-street parking and the accommodations buildings shall be 8.5-foot wide.
5. Compliance with the following memos/letters:
  - a. From Community Development to CMS Planning and Development dated May 6, 2009.
  - b. From Will Birchfield, Chief Building Official, to Dave Shirk dated April 27, 2009.
  - c. From Tracy Feagans to Dave Shirk, Bob Goehring and Scott Zurn dated April 24, 2009.
  - d. Memo from Upper Thompson Sanitation District to Dave Shirk dated April 24, 2009.
  - e. Memo from Greg White to Dave Shirk dated April 15, 2009.
  - f. Letter from Dave Shirk to CMS Planning dated May 7, 2009.
  - g. Email from Greg Sievers to Dave Shirk dated May 8, 2009 (except note 2).

**II. The Planning Commission recommend approval of The Meadow Replat**  
**CONDITIONAL TO:**

1. Ownership and maintenance of Outlot A shall be addressed in a maintenance agreement, which shall be submitted for Staff review and approval prior to Town Board hearing, and shall be submitted for recording with plat mylars. This agreement shall include a summary of existing agreements in place for this property, and outline necessary changes;
2. The following note shall be placed on the plat: “Outlot A land area shall be applied to Lot 2A for density calculation purposes. Maximum density is not guaranteed.”
3. The outlot shall be labeled “Outlot A” and be clearly labeled as a drainage easement, and include the label “nonbuildable.”

4. The property owner shall be responsible for revising, if necessary, the following agreements: Reception number 2005-0018246, Reception number 2005-0018247, Reception number 2006-0055940, and Reception number 2006-0020812. These revisions shall be subject to review and approval of the Town Attorney, and shall be submitted for recording, along with applicable filing fee, with The Meadow Replat.

**III.** The Planning Commission recommend approval of The Meadow preliminary condominium map **CONDITIONAL TO:** Condominium declarations shall specify the use of Lot 4A is accommodations use, as defined by the EVDC.

**SUGGESTED MOTIONS:**

**I.** I move approval of Development Plan 06-01B “The Meadows Amended Development Plan” with the findings and conditions recommended by staff, and;

**II.** I move to recommend approval of “The Meadow Replat” to the Town Board with the findings and conditions recommend by staff, and;

**III.** I move to recommend approval of “The Meadow preliminary condominium map to the Town Board.

(Staff recommends separate votes be taken)

**GREGORY A. WHITE**  
Attorney at Law

North Park Place  
1423 West 29<sup>th</sup> Street  
Loveland, Colorado 80538

970/667-5310  
Fax 970/667-2527

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April 15, 2009

DAVE SHIRK, PLANNER II  
COMMUNITY DEVELOPMENT DEPT  
TOWN OF ESTES PARK  
PO BOX 1200  
ESTES PARK, CO 80517

Re: **Amended Development Plan 06-01B – Mary’s Meadow  
Development**

Dear Mr. Shirk:

I have the following comments:

Replat of Lots 2A and 4A

1. The area of non-disturbance on Lots 4A is labeled “non-disturbance portion of Lot 4A”. However, the Plan indicates that is now a portion of Lot 2A. Also, the area of non-disturbance portion of Lot 4A (labeled) does not close.
2. Subdivision Notes No. 3 refers to “the area outside the platted limits of disturbance”. However, the wording uses “non-disturbance portion”. The Subdivision Note should accurately refer to that portion of the property.
3. The Dedication Statements needs to dedicate all of the easements located on the Plat including, but not limited to, all utility easements, drainage easements, and non-motorized trail easements.

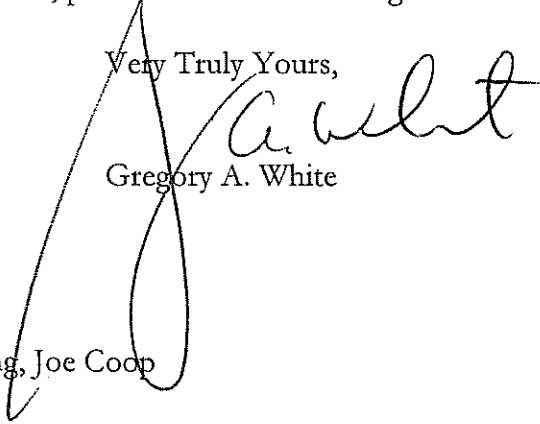
Amended Development Plan

1. Project Notes No. 14 indicates that the detention basin will be the responsibility of the owner of Lot 2A. For purposes of this comment, I am assuming that drainage from the development will drain into the series of detention facilities located in the easement for drainage and detention facilities shown on the Development Plan. It is my opinion that the responsibility for the maintenance of those detention facilities should be the development occurring pursuant to this Development Plan. As Lot 2A is a separate lot, it may be under separate ownership and the owners of Lot 2A responsibility to maintain the series of detention facilities used by this development may not occur.

2. This property was annexed to the Town pursuant to an Annexation Agreement. Said Annexation Agreement listed the responsibilities of the owners of the property with regard to conditions to development on the properties. For purpose of this review, I have assumed that all of the responsibilities of the owners set forth in the Annexation Agreement have been met and that the Annexation Agreement does not need to be amended to approve this proposed development.

If you have any questions, please do not hesitate to give me a call.

Very Truly Yours,

  
Gregory A. White

GAW/ldr

Cc: Van Horn Engineering, Joe Coop  
Fax: 970/586-8101

# MEMORANDUM

**To:** Dave Shirk, Planner II

**From:** Will Birchfield, Chief Building Official

**Date:** April 27, 2009

**Subject:** Mary's Meadow Development  
Lot 4A, Mary's Lake Replat of Mary's Lake Subdivision  
341 Kiowa Drive

The Department of Building Safety has reviewed the Development Plan for the above-referenced property and offers the following:

Below comments must be addressed and revised plans must be submitted to the Town of Estes Park Department of Building Safety for review/approval prior to development plan final approval.

1. The designer shall specify the intended use for the proposed units on the development plan. (2003 IBC R-2, R-1; 2003 IRC R-3 one & two family dwellings, etc)
3. The designer shall specify the CRS Implementation plan as required by 9-5-106 for accessible units on the development plan.
4. The designer shall specify the required number and location of accessible parking spaces on the development plan.
5. The designer shall provide accessible route, slope, curb and ramp details on the development plan.

Please refer to attached Development Plan Review Checklist for Building Department requirements.

# Memo

To: Dave Shirk, Bob Goehring, and Scott Zum  
From: Tracy Feagans  
Date: April 24, 2009  
Re: Marys Meadow Development, 341 Kiowa Dr

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**Background:**

The Public Works and Utilities Departments have enclosed progress comments regarding the submittals received to date and remain general as the submittals are not complete and construction drawings for the public improvements have not been submitted. It is important to note that these Departments reserve the right to make additional comments and revise comments as more detail is provided in the subsequent submittals and development plans.

**Light & Power:** The Light and Power Department has reviewed the Application for an Amended Development Plan #06-01B for the above referenced property and has the following comments:

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1. Due to the significant changes that have been made to the initial plan. The Department requires a plan showing the requested electrical underground facilities, from that, we can ascertain our level of involvement and will be able to determine the cost to provide service. Contact Line Superintendent Todd Steichen at 970-577-3601 with questions or concerns.
2. A three phase loop feed will be necessary, compensation in full must be made to the department and installation of all underground conduits is imperative before any building permits will be released.
3. Developer to install all trenches & conduits, all materials, truck hours and mileage will be purchased from & installed by Town of Estes Park.
4. We will in the future need accurate As-Builts in electronic, Mylar, and paper versions.
5. Easements need to accompany new lot lines in new proposed locations.

6. Easements also need to accompany all existing primary electric lines and any secondary electric on others property.
7. The vacation of an easement is allowable if it is presently vacant with no chance of being occupied in the future.
8. Any relocation or upgrade of existing facilities will be accomplished at the project owners request and expense.
9. Each and every meter socket will need to be permanently marked with the specific address and or unit number prior to hook-up by the utility.
10. All primary electric must be buried 4' deep in a 6" gray electric conduit with warning tape at 2'. All secondary must be buried 2' deep with warning tape at 1' in the appropriately sized gray electric conduit for the conductor.
11. We will need to meet with the developer and the electrical engineer to determine exact cost and location of proposed facilities.
12. Submit plans from the project electrical engineer for Town review and approval.
13. We will need to know the size of each individual service, type of heat and whether or not air conditioning is being proposed.

**Water:** After review of the Amended Development Plan 06-01B the Water Department has the following comments:

1) The Blue line elevation for service from Mary's Lake Road is 8120. Domestic service may be adequate at the upper levels on The Suites on the Meadow. If any of the buildings require a fire suppression/sprinkler system then this supply will not be adequate, in which case the fire suppression and domestic service will be required to come off the main line to the west of the property that is supplied by the Kiowa tank which has a Blue line elevation of 8250.

2) If the structure is required to have a Fire Suppression System a 'Fire Sprinkler System Connection Application' **must be completed and submitted to the Water Department before any connection is granted.** This application must include a detailed drawing noting:

- Location, sizing and type of backflow prevention device(s)
- Engineered flow requirements for the fire sprinkler system
- Spill control method for proper disposal of discharge from the relief valve, indicating location and sizing of drainage capable of accommodating the discharge that could occur

Due to fire line size both a chlorination and pressure test will be required, conducted by a representative of the Water Department prior to acceptance. Any Fire suppression line servicing a building from the water main is a private service line and must be noted as such on the Development Plan and the Subdivision Plat. Future repair or maintenance required on this service is the sole responsibility of the building owner.

3) Construction drawings are required for the project. Drawings must be approved and signed by the Utilities Director or designated representative prior to any construction. All water line design and construction shall be done according to the Water Utility Policies and Standards. All water main lines and easements must be deeded to the Town of Estes Park.

Construction drawings must include:

- Plan and profile to show potential conflicts between water and other utilities including culverts, show Utility Easement locations when utility is not in Road Right of Way.
- Metering/Tap location plan (drawing) indicating tap locations, meter sizing, meter locations, and addresses served by each.

4) Any water service line greater than 2" will be required to pass a chlorination and pressure test prior to activation for service. To schedule the chlorination and pressure testing contact 970-577-6322 prior to installation. A service line permit is required and installation is subject to inspection by the Building Department.

5) For verification all properties must show proof of inclusion in the Northern Colorado Water Conservancy District prior to connection to the water distribution system.

**Engineering:** Forthcoming



P.O. Box 568  
Estes Park, Colorado 80517  
(970) 586-4544

April 24, 2009

Dave Shirk, Planner II  
Town of Estes Park  
PO Box 1200  
Estes Park, CO 80517

Re: Mary's Meadow Development  
Lot 4A, Mary's Lake Replat of Mary's Lake Subdivision  
341 Kiowa Drive

Dear Dave,

The Upper Thompson Sanitation District submits the following comments for the above referenced property:

1. The District has the capacity in the collection system and the treatment facility to serve the proposed development.
2. District personnel will need to review the plans to determine the plant investment fees due. Plant investment and permit fees are to be collected at the time the building permit applications are routed through the District's administration office. The condominium association will be billed accordingly for service charges. The District will contact them to establish a billing procedure.
3. The District will require a dedicated easement exclusive to the main line portion prior to the connection and acceptance of the main line.
4. The District will require a separate 6" connection to each unit.
5. Plans to construct will need to be submitted to the District, and upon approval, a pre-construction meeting will be scheduled. Please have the owner, contractor, and the engineer present at the pre-construction meeting.
6. Construction plans that are not signed by the engineer will not be considered as official construction plans.

No. 8822 P. 3

7. The District will not allow the placement of any landscaping (especially trees) and the impounding of water on the easement without prior approval. Fencing or any other structures on the easement must be designed in a way to allow the access of District vehicles to maintain the collection line.

8. A *Warranty Agreement* and an *Application for Acceptance* must be signed before the District will allow a connection to the system.

If you have any questions or need further assistance, please do not hesitate to call me.

Thank you,



Todd Krula  
Lines Superintendent  
Upper Thompson Sanitation District

cc: Joe Coop



# TOWN OF ESTES PARK

5/7/2009

Community Development Department

CMS Planning

PO Box 416

Estes Park, CO 80517

## RE: The Meadow Amended Development Plan and Replat

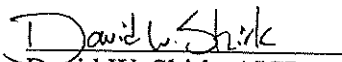
To Whom It May Concern:

Staff has completed review of the proposed The Meadow development plan, and offers the following corrections/changes that need to be made:

- 1) Revise architectural plans to reference "Limited Kitchen Facilities" instead of "Kitchenette," add dimensions of parking spaces in basement, clarify that fireplaces will be gas.
- 2) Revise landscape plan show it shows the proposed site configuration for Lot 4B and account for relocated sanitary sewer main on Lot 4A.
- 3) Revise landscape plan title blocks so they accurately reflect the lot they reference.
- 4) Add grass mix to landscaping plans.
- 5) Add note to landscaping plans: Property owner shall be responsible for maintenance of landscaping within right-of-way.
- 6) Coordinate size of plantings shown on the planting table with the requirements outlined in the notes section. For example, aspens are listed per height in the table, but are required to be measured by DBH. Also, the table lists a height of 7-feet for some conifers, where that should be 8-feet.
- 7) Show landscaping proposed in retaining wall planting pockets.
- 8) Relocate proposed sewer main for Lot 4A so it is closer to the water main, and revise landscaping plan so the trees are on the east side of the sewer main.
- 9) Add notes to landscaping plans: No tree shall be planted within 5-feet of any water main or 7.5 feet of any sewer main.
- 10) Landscaping plan for Lot 4B does not graphically show plantings required. For example, the schedule lists 7 cottonwoods none are shown; 9 crabapples are listed, four are shown; etc, for a total of 25 missing trees. Those yet to be graphically delineated should be located as street landscaping along Kiowa Trail and in the retaining wall planting pockets.
- 11) Add note to landscaping plans, below sign graphic: "Signs shall be subject to review and approval at time of sign permit application."

Should you have questions regarding this matter, please feel free to contact Community Development at your convenience. Thank you.

Respectfully,

  
David W. Shirk, AICP  
Planner

## Dave Shirk

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**From:** Greg Sievers  
**Sent:** Friday, May 08, 2009 11:28 AM  
**To:** Dave Shirk  
**Subject:** Marys Meadows

After reviewing this Development PW has the following comments:

1. Provide a continuation of the proposed sidewalk along Kiowa Trail to cross the southwest dwy.
2. Widen proposed sidewalk to 10' to accommodate auto bumper overhang, and public access esmt. to match.
3. Provide radii on both sides of both driveways to meet local/local 20' radius. (due the ADT, as well as RV & trash trucks)
4. Provide larger turn-around area (or hammerhead) in service road to accommodate Fire or Trash truck size vehicles.
5. NW dwy. cannot be on top of existing Drainage Easement.
6. Design the storm water collection catch basin east of Unit 1.
7. Design the storm water collection/discharge point to the south of Building 1, and its drainage to the east.
8. Provide thorough design for east driveway including cross sections.

**Greg Sievers**, *Project Manager*  
*Town of Estes Park*  
*Public Works Engineering*  
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<http://www.estesnet.com/publicworks/Engineering/default.aspx>

**We are what we repeatedly do.**  
**Excellence, then, is not an act, but a habit.-- Aristotle**