



MEMO TO: Planning Chairperson Wolter and Planning Commissioners
FROM: Catherine E. Trotter, AICP, Town Planner
DATE: January 29, 2020
SUBJECT: Planner Briefing on Wapiti Quadplex– Major Site Plan

MATTER BEFORE THE PLANNING COMMISSION:

Major Site Plan.

ACTION REQUESTED:

The owner, Wapiti Homes LLC., is requesting Major Site Plan approval for the construction of a quadplex to be constructed on a vacant lot legally described as Amended Lot B3, Clayton Subdivision AKA 201 S. Wapiti Drive. The applicant is not proposing to subdivide the property.

BACKGROUND:

This property is zoned Business with Riverwalk Mixed Use Overlay District and we are processing a Major Site Plan in accordance with Section 19-2-110 of the Land Development Code.

Maps below indicates the general vicinity of the property:





Staff has provided the following materials in the packet:

Planner Briefing ([THIS MEMO](#))

Public Notice

Public Works Director Engineering Comments

Xcel Energy Comments

Land Use Application

Building Design Development Standards (Code Section 19-4-190)

Final Plat Reception #99001103

Draft Resolution

The applicant has provided the following materials in the packet:

Site Plan-Package Submittal

Plan Set

Clayton Material Board

Initial Data Compilation

Phase I Drainage Study

Site Plan with parking spaces identified

The engineering review is still on going. A Construction Guarantee Agreement and appropriate security shall be required for public improvements and shall be submitted prior to building permit issuance. The applicant has requested two utility easements from the Town of Fraser for a sewer service line and an electric service line. This matter was on the Town Board agenda on January 22, 2020. The Town Board gave staff direction to proceed with processing such easements with the applicant.

Code Section 19-4-190 details building design development standards. See packet for a copy of said regulations.

RECOMMENDATION:

Pending any issues that may arise at the public hearing, staff is recommending approval of the Major Site Plan for the Wapiti Quadplex with the following conditions:

1. Add setbacks (front = 20', side = 5' and rear = 10'), snow storage (33% of the area to be cleared), open space calculations, and refuse container location to site plan.
2. Site plan needs to show 35% open space of which 15% needs to be part of a landscape plan. Please confirm.
3. Sheet C1.0, revise zoning district to Business with Riverwalk Mixed Use Overlay District.
4. Address all engineering comments and revise documentation accordingly.
5. A Construction Guarantee Agreement (CGA) and appropriate security shall be required for public improvements and shall be submitted prior to building permit issuance.
6. General notes need to say "All construction shall be in accordance with the Town of Fraser Design Criteria and Construction Standards, as specified in Chapter 14 of the Fraser Municipal Code." Also, revise notes to say Town instead of City.
7. List on cover sheet that each unit has 2 bedrooms/unit (relates to required parking spaces).
8. Adjacent existing building should be labeled Holiday Inn Express and NOT Pinnacle Lodge. Revise accordingly.
9. Project narrative on sheet C1 has several typos. Revise accordingly.
10. Sheet C5 shows approximate 30' stream setback (see Note #8). We are not seeing a Note #8. Please clarify.
11. Provide deed for ROW dedication.
12. Provide utility easements for the sewer service line and the electric service line.

See PC Resolution 2020-01-01 in packet.

Please contact me with questions/concerns. ctrotter@town.fraser.co.us