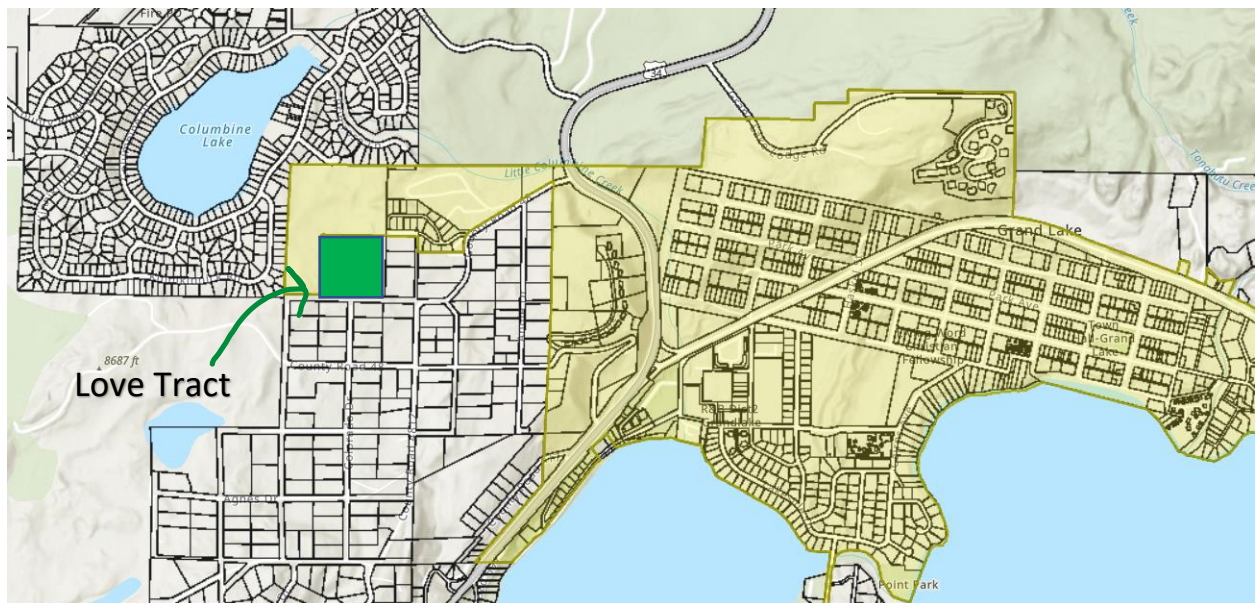




PLANNING COMMISSION STAFF MEMORANDUM

DATE: June 7th, 2023
TO: Chairman Shockey and Planning Commissioners
FROM: Kimberly White, Planning Department
SUBJECT: Love Tract- subdivision
SUMMARY OF REQUEST: Sketch Plan for Minor Subdivision of the 8.98 acre Love Tract parcel.
The Site Plan proposes to:

- Divide the property into 4, 2-acres parcels
- Dedicate 10' utility and trail easements



Background:

Per the municipal code 12-6-7, a minor subdivision is involving four (4) or less lots. The minor subdivision process allows for a more condensed subdivision process. The sketch plan is not required, and the preliminary development hearing can occur at the time of the Final development hearing.

PROCESS –The following items are required for the sketch plan:

- (a) Land Use Development Application Deposit.
- (b) Written consent of each landowner whose properties are located within the development. The application shall be made by a person or entity having an interest in the property to be in the development and shall include the consent of all owners of or corporate interests in such property who are party to the development.



- (c) A map showing the general location of the development, the property boundaries of the proposed development, and the direction of True North.
- (d) A block, lot, street, and (if applicable) building layout indicating general scaled dimensions to an appropriate scale.
- (e) The sketch plan shall contain a description of the water distribution system contemplated for the proposed development, as well as the estimated total number of gallons per day of water to be required.
- (f) The sketch plan shall contain a description of the sewer collection system contemplated for the proposed development, as well as the estimated total number of gallons per day of sewage to be required.
- (g) The acreage and square footage of the entire tract.
- (h) The scale of the Sketch Plan shall be not less than one inch (1") equals two hundred (200) feet. Some variations from this will be acceptable in the case of large developments, provided the plans and design are clearly legible. The sketch plan shall include the name of the proposed development, and block and lot numbers. In the case of large developments requiring more than two (2) sheets at such a scale, an area plan showing the total area on a single sheet and at an appropriate scale shall also be submitted.
- (i) At the time of review of the Sketch Plan, the Planning Commission shall discuss and establish requirements for public sites for schools, parks and other public uses.

Letters were sent to the referral agencies (*attached responses*).

Summary Statement:

- 8.98 acres to be developed
- 4 total proposed dwelling units
- Minimum 12,00 sq ft primary structure
- 8 off-street parking spaces total

Analysis:

- The applicant has submitted all the required documentation listed above.
- The applicant has addressed the referral agency observations or concerns on the minor subdivision plat.
- The proposed density and coverage of buildings will follow residential estates zoning code
- The proposed zoning allows for 1 single family dwelling unit per acre; since these are proposed to be ~2 acre plots, we may want to include a resolution or plat note to prevent further subdivision of the property.
- Parking spaces required for single family homes are listed in zoning regulation as 2 spaces per single family dwelling.
- Solar orientation will be taken into consideration with orientation of buildings at time of development.
- Drainage has not been engineered since grading has yet to be proposed.
- A traffic report indicating the impact of the Development on the Town street system with 4 homes should have minimal impact on the traffic and should be waived.



- The proposed maximum height of all buildings within the Development shall not exceed the 32' maximum that is allowed in Residential Estates Zone.
- Source of proposed public water service will originate from Mad Moose and Foxy Lane and run down the middle of the North South ROW
- Three Lakes Sanitation indicated sewer service availability nearby with main extension.
- The design scheme will be in accordance with the Town of Grand Lakes design requirements for materials and the buildings are within the correct setbacks locations and height restrictions.

Planning Commission Discussion:

The Planning Commission shall review the Sketch Plan and render an informal preliminary review of the project and determine conditions which might affect Preliminary and Final Development Application submission requirements.