



# Town of Johnstown

**TO:** Morgan Kidder – Journey Homes  
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Robbie Lauer – Northern Engineering  
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**FROM:** Justin Currie, Planner II, Town of Johnstown

**DATE:** February 11, 2022

**RE:** Larson Property Annexation –1<sup>st</sup> Submittal

*Sent via email only.*

To Whom It May Concern,

In accordance with the Johnstown Comprehensive Plan and the municipal code, the Johnstown Review Committee (JRC) has reviewed the recent submittal received by the Town. Additional comments and revisions to be made can be found in the attached redlines and comments from the Town and ancillary review agencies. Below are enumerated comments from the Town.

1. This project will require public hearing before the Planning & Zoning Commission and Town Council, as well as a Neighborhood Meeting. Please work with your planner/project manager to schedule a neighborhood meeting. The Town's hearing agendas can become quite full, so once Town Staff feels the revised plans have reached a point that they are "supportable" at hearings, we will work to get your project on the next available hearing dates that accommodate required notifications. Prior to hearings, Town Staff will provide a Hearing Prep Checklist for additional items needed.
2. Resubmittal is required. Please address all redlines in plans, and provide compelling rationale in writing for any comments or redlined revisions that are not made within the plans. Any resubmittals found to be substantially incomplete during review, in terms of addressing comments or providing needed information or otherwise, will be returned for resubmittal with complete materials.
3. Please review comments and redlines and reach out with any questions, concerns, or for clarification. Our reviewing agencies are generally available Tuesday afternoons 1-4 PM – please email [planning@johnstownco.gov](mailto:planning@johnstownco.gov) to schedule an upcoming Tuesday discussion with your design team.

The Community That Cares

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## **General Comments**

1. Per the annexation submittal checklist (included with JRC Comments) there are a few missing items:
  - Annexation Petition doesn't have signatures, also refer to Chapter 15 of the Town Code for petition items required and contact the Town Clerk or myself for clarification.
  - Need to provide Annexation Impact Report per CRS 31-12-108.5
  - Currently the annex map and proposed zoning map are on the same sheet and need to be separate documents

## **Annexation Map, 1<sup>st</sup> Submittal**

*See redlines along with comments below:*

### *Project Cover Sheet*

1. The Town is now requiring that the needed right-of-way be dedicated at the time of annexation via the annexation agreement. Please add a note stating that 30' of additional right-of-way will be dedicated to the Town of Johnstown.

## **Annexation Narrative**

*See redlines along with comments below:*

1. Per Town Code, SF-1 minimum lot sizes are 6,000 sf
2. Town Staff encourages applicants to get to 30% open space and 10% park space of the project area, the park space can count towards the 30% open space number.

### *Ancillary Reviewers:*

- a. IMEG
- b. LFRA
- c. Helton & Williamsen, P.C.
- d. Weld County

Please address these comments/redlines and those of our ancillary reviewers, and resubmit for review with a response letter indicating how each comment was addressed in the plans. Staff is available to answer any questions or concerns about these comments.

Justin Currie

*Planner II, Town of Johnstown*

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