

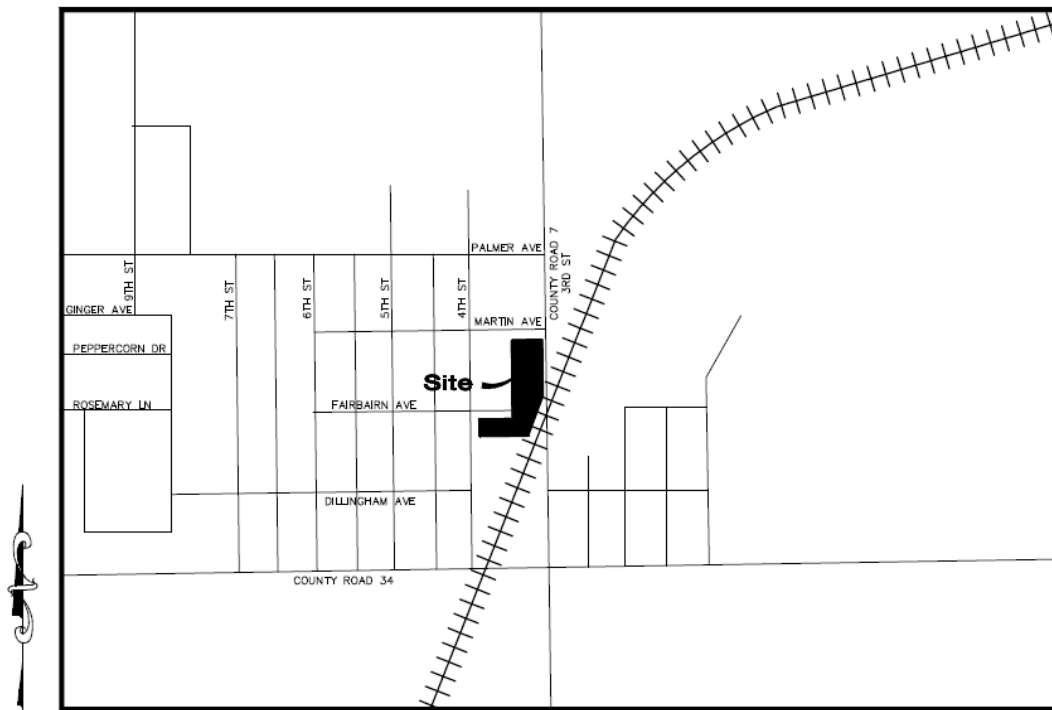


Agenda Item Summary

MEETING DATE: April 29, 2024
SUBJECT: **Ordinance No. 1053** – An Ordinance of the Town of Mead, Colorado
Approving the Town of Mead Community Center Site Plan
PRESENTED BY: Kyle Estrada-Clarke, Planner I

SUMMARY

Staff has approved an application for the Town of Mead Community Center Site Plan (“**Site Plan**”), which allows for the construction of a community center for the Town of Mead. The site is generally located south of Martin Avenue and west of Weld County Road 7 (3rd Street), as shown on the Vicinity Map below and more fully described in the Site Plan (“**Property**”). The Site Plan substantially complies with the regulations governing the development, including the Mead Municipal Code (“**MMC**”), Town Design Standards and Construction Specifications, fire code and standards set forth by relevant utilities.



Vicinity Map
SCALE: 1" = 500'

SITE DETAILS

Applicant:	Town of Mead
Property Owner:	Town of Mead
Property Location:	Generally located south of Martin Avenue and west of Weld County Road 7 (3 rd Street)
Zoning Classification:	Downtown Mixed Use (DMU)
Comp. Plan Designation:	Downtown Mixed Use (DMU)
Surrounding Land Uses:	
North	Civic, Downtown Mixed Use (DMU) – Town of Mead
South	Commercial, Downtown Mixed Use (DMU) – Town of Mead
East	Light Industrial (LI) – Town of Mead
West	Residential, Downtown Mixed Use (DMU) – Town of Mead

OVERVIEW

MMC Section 16-4-100(b)(8) allows for administrative approval of site plans by staff. Section 16-4-100(b)(9) requires that staff bring approved site plans before the Board of Trustees for adoption by ordinance. The Site Plan complies with relevant regulations and the review criteria set forth in Section 16-4-100 of the MMC, as discussed in more detail below.

The Town of Mead (“**Applicant**”) is the owner of the Property, which consists of Lot 1, Mead Community Center Subdivision Final Plat (“**Final Plat**”). Applicant has submitted the application for the Mead Community Center Subdivision Final Plat concurrently with the Site Plan application. Both applications are included on the April 29, 2024, consent agenda for Board of Trustees consideration.

The Site Plan proposes the construction of a 11,551 square foot community center. Improvements include the paving of the alley located on the western property line as well as a connection to Main St., landscaping, grading, and drainage improvements.

REVIEW CRITERIA

For Town staff to approve a site plan and for the Board of Trustees to subsequently adopt the site plan, the proposal must comply with the six review criteria set forth in MMC Section 16-4-100 related to the approval of site plans. Individual criteria are presented below in bold and are followed by detailed analysis and confirmation that each criterion has been satisfied.

Criterion No. 1: All information required by Section 16-4-100(b)(3)h. is shown on the site plan.

The required physical, legal and technical information, including legal descriptions, land use and acreage tables, survey information, titling, north arrows, utility locations, and the like, has been included to the satisfaction of Town staff, subject to additional, minor technical corrections (a condition of approval in the proposed Ordinance).

Criterion No. 2: The lot size and lot dimensions are consistent with what is shown on the approved final plat.

The size and dimensions of the lot shown on the Site Plan are consistent with the Final Plat, also before the Board of Trustees for consideration at the April 29, 2024, regular meeting. Lot 1 will be created upon Board of Trustees approval and Town's recordation of the Final Plat.

Criterion No. 3: No buildings or structures infringe on any easements.

None of the proposed construction infringes on any easements.

Criterion No. 4: The proposed site grading is consistent with the requirements of any applicable adopted storm drainage criteria or master drainage plans.

This criterion has been met. This Site Plan application contains a grading plan and drainage plan, which have been reviewed to the satisfaction of the Town Engineer's office and found to comply with all relevant requirements.

Criterion No. 5: The density and dimensions shown conform with the Town density and dimensional standards or the approved PUD requirements.

The zoning of the Property is Downtown Mixed Use (DMU) which allows civic and community buildings as a use by right and is consistent with the designation of the Property in the 2018 Mead Comprehensive Plan. The proposed development meets the density and dimensional standards found in Section 16-3-80, Table 3-3 of the MMC, as follows:

- The development exceeds the required zero-foot (0') setback from CR 7/3rd Street.
- The development exceeds the required zero-foot (0') setback from Martin Avenue and the western alley.
- The proposed building complies with the forty-foot (40') maximum height in the Downtown Mixed Use (DMU) zone district.

Criterion No. 6: The applicable provisions of this Code have been adequately addressed and the proposed improvements conform to this Code.

This proposal conforms with the MMC and related standards. Applicable regulations, beyond the "density and dimensional standards" discussed above, include the Town of Mead Design Standards and Construction Specifications and the sections of MMC Chapter 16, Article 2 that address parking, landscape design and commercial architecture. Analysis indicating how the proposal complies with each is provided below.

Design Standards and Construction Specifications – The proposal has been reviewed by the Town Engineer's office against the appropriate design standards and code sections. Staff has found the proposal to be in substantial compliance with Town technical standards. Traffic, drainage and utility systems were designed, reviewed and approved. The uses proposed with this application can be served appropriately. The Applicant will undertake the following to provide appropriate services to the proposed development:

- Paving of the alley on the western property line as well as a connection to Main Street.
- All grading, earthwork, and drainage improvements, including detention improvements, associated with the improvements listed here;
- Landscaping Improvements.

Parking (Sec. 16-2-90) – The proposed development complies with the office use parking standards of providing one (1) space per five hundred (500) square feet of gross floor area. The development is required to provide a total of twenty-three (23) parking spaces. The Site Plan exceeds the required parking by providing sixty-four (64) parking spaces.

Landscape design (Sec. 16-2-150) – The Site Plan meets the standards set forth in the MMC for landscape requirements. The proposal includes one (1) tree per one thousand (1,000) square feet of landscaped area and one (1) shrub per one hundred and fifty (150) square feet of landscaped area, for a total of 28 site trees and one hundred and fifty (150) site shrubs for phase 1 and 8 site trees and nineteen (19) site shrubs for phase 2.

Commercial and Industrial Architecture (Sec. 16-2-190) – The proposed Mead Community Center incorporates architectural features that provide appropriate variation in compliance with the MMC. These buildings are designed featuring three-hundred and sixty-degree (360°) architecture, and provide visible interest and intrigue with the use of windows and fenestration, towers, horizontal and vertical breaks, and change in textures and colors.

Lighting (Sec. 16-2-250) – The Site Plan includes fully downcast pole-mounted lighting and additional building mounted lighting. The proposed lighting complies with the MMC and adequately lights the building structures and parking areas, while avoiding light spillage onto adjacent properties.

FINANCIAL CONSIDERATIONS

There are no financial considerations directly tied to the approval/conditional approval of the Site Plan. Approval of the Final Plat and Site Plan for the Property will permit the Town to move forward with the construction of the Mead Community Center project. The approved 2024 budget identifies \$7,675,000 for the Mead Community Center project in budget line-item no. 09-51-5500, *Capital Outlay, Municipal Facilities*.

ALTERNATIVES/OPTIONS

The Board may adopt Ordinance No. 1053 ratifying staff's approval of the Town of Mead Community Center Site Plan application. Alternately the Board may adopt the Ordinance with added conditions, or the Board may choose to not adopt the Ordinance. Any decision by the Board not to adopt Ordinance No. 1053 shall be accompanied by a clear statement outlining which of the required review criteria the Board believes have not been met.

STAFF RECOMMENDATION/ACTION REQUIRED

Pursuant to MMC Section 16-4-100, Town staff has approved the Site Plan subject to the conditions of approval set forth in Ordinance No. 1053 and therefore recommends that the Board of Trustees proceed to adopt the Ordinance in the form presented.

A motion to approve the April 29, 2024, consent agenda will approve this item. If the Ordinance is removed from the current agenda, for further discussion or for questions of Town staff, staff recommends the following motion:

Suggested Motion:

“I move to approve Ordinance No. 1053, an Ordinance of the Town of Mead, Colorado, Approving the Town of Mead Community Center Site Plan, Based on Staff Approval and Satisfaction of Site Plan Review Criteria Set Forth in Section 16-4-100 of the Mead Municipal Code.”

ATTACHMENTS

Ordinance No. 1053
Town of Mead Community Center Site Plan