



LIMITED IMPACT & MAJOR IMPACT SUBMITTAL REQUIREMENTS

448 East First Street, Suite 112
Salida, CO 81201
Phone: 719-530-2626 Fax: 719-539-5271
Email: planning@cityofsalida.com

An application is meant to highlight the requirements and procedures of the Land Use Code. With any development application, it is the responsibility of the applicant to read, understand, and follow all of the provisions of the Land Use Code.

1. PROCEDURE (Section 16-3-80)

A. Development Process (City Code Section 16-3-50) Any application for approval of a development permit shall include a written list of information which shall constitute the applicant's development plan, which shall be that information necessary to determine whether the proposed development complies with this Code. The development plan shall include the following, as further specified for each level of review on the pre-application checklist:

1. Pre-Application Conference (Limited Impact and Major Impact Review Applications)
2. Submit Application
4. Staff Review. Staff report or decision forwarded to the applicant (Administrative review)
5. Public Notice
6. Public Hearing with Planning Commission (Limited Impact and Major Impact Review Applications)
7. Public Notice
8. Hearing Conducted by City Council (Major Impact Review)

☒ **B. Application Contents** (City Code Section 16-3-50)

- ☐ 1. A General Development Agreement completed.
- ☒ 2. A copy of a current survey or the duly approved and recorded subdivision plat covering the subject lots where the proposal is for development on previously subdivided or platted lots;
- ☒ 3. A brief written description of the proposed development signed by the applicant;
- ☐ 4. Special Fee and Cost Reimbursement Agreement completed.
- ☒ 5. Public Notice.
 - a) List. A list shall be submitted by the applicant to the city of adjoining property owners' names and addresses. A property owner is considered adjoining if it is within 175 feet of the subject property regardless of public ways. The list shall be created using the current Chaffee County tax records.
 - b) Postage Paid Envelopes. Each name on the list shall be written on a postage-paid envelope. Postage is required for up to one ounce. Return Address shall be: City of Salida, 448 E. First Street, Suite 112, Salida, CO 81201.
 - c) Applicant is responsible for posting the property and submittal of notarized affidavits for proof of posting the public notice.

☐ 7. Developments involving construction shall provide the following information:

(i) A development plan map, at a scale of one (1) inch equals fifty (50) feet or larger with title, date, north arrow and scale on a minimum sheet size of eight and one-half (8½) inches by eleven (11) inches, which depicts the area within the boundaries of the subject lot, including:

a. The locations of existing and proposed land uses, the number of dwelling units and the square footage of building space devoted to each use;

b. The location and dimensions, including building heights, of all existing and proposed Buildings or structures and setbacks from lot lines or building envelopes where exact dimensions are not available;

c. Parking spaces;

d. Utility distribution systems, utility lines, and utility easements;

e. Drainage improvements and drainage easements;

f. Roads, alleys, curbs, curb cuts and other access improvements;

g. Any other improvements;

h. Any proposed reservations or dedications of public right-of-way, easements or other public lands, and

i. Existing topography and any proposed changes in topography, using five-foot contour intervals or ten-foot contour intervals in rugged topography.

(ii) 24" x 36" paper prints certified by a licensed engineer and drawn to meet City specifications to depict the following:

a. Utility plans for water, sanitary sewer, storm sewer, electric, gas and telephone lines;

b. Plans and profiles for sanitary and storm sewers; and

c. Profiles for municipal water lines; and

d. Street plans and profiles.

(iii) Developments in the major impact review procedure shall provide a development plan map on paper prints of twenty-four (24) inches by thirty-six (36) inches, with north arrow and scale, and with title and date in lower right corner, at a scale of one (1) inch equals fifty (50) feet or larger which depicts the area within the boundaries of the subject lots and including those items in Section 16-3-40(a) (3).

- ☐ 8. Any request for zoning action, including review criteria for a requested conditional use (Sec. 16-4-190) or zoning variance (Sec. 16-4-180);
- ☐ 9. Any subdivision request including a plat meeting the requirements of Section 16-6-110;
- ☐ 10. Any other information which the Administrator determines is necessary to determine whether the proposed development complies with this Code, including but not limited to the following:

(i) A tabular summary of the development proposal, which identifies the total proposed development area in acres, with a breakdown of the percentages and amounts devoted to specific land uses; total number and type of proposed residential units; total number of square feet of proposed nonresidential space; number of proposed lots; and sufficient information to demonstrate that the plat conforms with all applicable dimensional standards and off-street parking requirements.

(ii) A description of those soil characteristics of the site which would have a significant influence on the proposed use of the land, with supporting soil maps, soil logs and classifications sufficient to enable evaluation of soil suitability for development purposes. Data furnished by the USDA Natural Resource Conservation Service or a licensed engineer shall be used. The data shall include the shrink/swell potential of the soils, the groundwater levels and the resulting foundation requirements. Additional data may be required by the City if deemed to be warranted due to unusual site conditions.

(iii) A report on the geologic characteristics of the area, including any potential natural or man-made hazards which would have a significant influence on the proposed use of the land, including but not limited to hazards from steep or unstable slopes, rockfall, faults, ground subsidence or radiation, a determination of what effect such factors would have, and proposed corrective or protective measures.

(iv) Engineering specifications for any improvements.

(v) A plan for erosion and sediment control, stabilization and revegetation.

(vi) A traffic analysis prepared by a qualified expert, including projections of traffic volumes to be generated by the development and traffic flow patterns, to determine the impacts of a proposed development on surrounding City streets and to evaluate the need for road improvements to be made.

(vii) A storm drainage analysis consisting of the following:

(a) A layout map (which may be combined with the topographic map) showing the method of moving storm sewer water through the subdivision shall be provided. The map shall also show runoff concentrations in acres of drainage area on each street entering each intersection. Flow arrows shall clearly show the complete runoff flow pattern at each intersection. The location, size and grades of culverts, drain inlets and storm drainage sewers shall be shown, as applicable.

(b) The applicant shall demonstrate the adequacy of drainage outlets by plan, cross-section and/or notes and explain how diverted stormwater will be handled after it leaves the subdivision. Details for ditches and culverts shall be submitted, as applicable.

(c) The projected quantity of stormwater entering the subdivision naturally from areas outside of subdivision and the quantities of flow at each pickup point shall be calculated.

(viii) Evidence of adequate water supply and sanitary sewer service - Data addressing the population planned to occupy the proposed subdivision and future development phases and other developments that may need to be served by extensions of the proposed water supply and sewage disposal systems. The resulting domestic, irrigation and fire flow demands shall be expressed in terms of gallons of water needed on an average day and at peak time, and the resulting amounts of sewage to be treated shall be expressed in gallons per day.

(ix) An analysis shall be submitted addressing how water for domestic use and for fire flows is to be provided, along with the collection and treatment of sewage generated by the property to be subdivided.

(x) A statement shall be submitted addressing the quantity, quality and availability of any water that is attached to the land.

(xi) A preliminary estimate of the cost of all required public improvements, tentative development schedule (with development phases identified), proposed or existing covenants and proposed maintenance and performance guarantees. The applicant shall submit, at least in summary or outline form, any agreements as may be required by Section 16-2-70, relating to improvements and dedications.

(xii) If intending to use solar design in the development, include a description of the steps that have been taken to protect and enhance the use of solar energy in the proposed subdivision. This shall include how the streets and lots have been laid out and how the buildings will be sited to enhance solar energy usage.

(xiii) If applicable, a report shall be submitted identifying the location of the one-hundred-year floodplain and the drainage ways near or affecting the property being subdivided. If any portion of a one-hundred-year floodplain is located on the property, the applicant shall also identify the floodway and floodway fringe area. The applicant shall also describe the steps that will be taken to ensure that development locating in the floodway fringe area is accomplished in a manner which meets Federal Insurance Administration standards.

(xiv) If applicable, a report shall be submitted on the location of wetlands, as defined by the U.S. Army Corp of Engineers, on or affecting the property being subdivided. The report shall outline the development techniques planned to ensure compliance with federal, state and local regulations.

(xv) A landscape plan, meeting the specifications of Section 16-8-90.

(xvi) If applicable, a description of how the proposal will comply with the standards of any of the overlays.

(xvii) A site plan for parks, trails and/or open space meeting the requirements of Section 16-6-110 below. If an alternate site dedication or fee in lieu of dedication is proposed, detailed information about the proposal shall be submitted.

(xviii) All development and subdivision naming shall be subject to approval by the City. No development or subdivision name shall be used which will duplicate or be confused with the name of any existing street or development in the City or the County;

☐ 11. An access permit from the Colorado Department of Transportation; and

- ☐ 12. A plan for locations and specifications of street lights, signs and traffic control devices.

2. REVIEW STANDARDS (If necessary, attach additional sheets)

The application for Limited or Major Impact Review shall comply with the following standards.

1. Consistency with Comprehensive Plan. The use shall be consistent with the City's Comprehensive Plan.

Per the 2013 Salida Comprehensive Plan, page 3-6, Zoning Districts, it states, "An appropriate range of housing types will be available to serve the varied lifestyles, ages, and income levels of residents." On page 4-6 it states, "...the vision for the City of Salida to be a place that is affordable for multi-generational population to live, work, play and raise a family. Planning ... will allow the city to be proactive in creating opportunities for current and future residents to remain in the community." Page 6-1, "The existing pattern of a mixture of housing types, family sizes and incomes in Salida neighborhoods is integral to the character of the community. Decent housing should be attainable by all citizens of Salida whether to rent or to own. Affordable housing has been a growing concern in recent years as the increase in housing costs has outpaced wage increases. While Salida may seem to some like an affordable alternative to other Colorado resort communities, rising housing costs have put pressure on local residents to live outside of the municipality, live in sub-standard housing or leave the community. Ensuring diverse housing opportunities are available will enhance and support the city's economic and social diversity, and help maintain the sense of community. . . The city recognizes that the cost of infrastructure per household is reduced as density increases and dense housing should be encouraged" On page 6-2, it states, "Salida is not a city of gated communities or income defined neighborhoods. The city was built with functional neighborhoods constructed with a variety of home sizes, styles and income levels. Small multifamily structures were integrated into neighborhoods of large and small single-family homes providing neighborhoods which housed a variety of household sizes and incomes. The diversity of housing types drives the integrated feel of the neighborhoods in Salida and this quality is highly valued." On page 6-6, "Policy H-I.1 – Provide a mix of housing types and densities throughout the city to address a variety of incomes and lifestyles." Page 6-2 states, "The possibility exists for the city to...provid(e) meaningful incentives to developers that provide affordable housing. Other efforts from the city could include the possible allocation of city owned lands for affordable housing projects or offering reduced fees associated with the cost of developing affordable housing." On page 6-4 it states, "Adoption of the Strategic Plan was followed closely by the creation of the Chaffee Housing Trust ("Housing Trust"), a community land trust." Implementation measure #9 from the Strategic Plan states that the city should provide direct support for the Housing Trust.

2. Conformance to Code. The use shall conform to all other applicable provisions of this Land Use Code, including, but not limited to:

- a. Zoning District Standards. The purpose of the zone district in which it is located, the dimensional standards of that zone district, and any standards applicable to the particular use, all as specified in Article 5, Use and Dimensional Standards.

The parcel is zoned R-2 similar to the neighboring properties. Properties adjacent to the lot to the northwest, northeast, and southeast are all zoned R-2. All these properties lie at a lower elevation than properties to the southwest, which lie on a mesa this is higher than rooftops to the northeast. This topographical distinction reflects the change in zoning from R-2 to R-1 for parcels that are on top of the mesa. The parcel (including the vacated right of way) meets all standards pertinent to R-2. All dimensional standards are met, including density. Up to 5 units are allowed, plus one ADU, totaling 6 units.

- b. Site Development Standards. The parking, landscaping, sign and improvements standards.

At the time of development application, the CHT will provide all necessary parking, landscaping, and sign improvements as requested by the City of Salida, and that result from the pre-development public process.

3. Use Appropriate and Compatible. The use shall be appropriate to its proposed location and be compatible with the character of neighboring uses, or enhance the mixture of complementary uses and activities in the immediate vicinity.

The proposed use, residential housing, conforms with neighboring property uses and zoning. As stated in #2 above, the parcel is zoned R-2 and is compatible with adjacent properties. This project will fill a spatial gap created by the intersection of three streets. Construction of housing on the newly created parcel will create a continuous frontage of housing along the south side of 3rd Street, joining the frontage of the homes to the southeast. Refer to the responses to question #1 regarding the appropriateness of affordable housing on this site.

4. Nuisance. The operating characteristics of the use shall not create a nuisance and the impacts of the use on surrounding properties shall be minimized with respect to noise, odors, vibrations, glare, and similar conditions.

The operating characteristics, residential use, will not have an impact on neighboring properties. Residents of the future homes created on this lot will be similar to the majority of Salida residents, i.e. regular working families with steady incomes who can responsibly make payments on a mortgage or rent. Per the Community Land Trust model, the CHT will retain ownership to the underlying land, selling or renting the improvements (homes) to qualified county residents. Lease agreements will include provisions for the CHT to respond to any issues of nuisance. Residents may be evicted for failure to comply with lease agreements including nuisance, failure to maintain their residence, or non-compliance with condominium owners association rules and regulations. The CHT will also have the right to remedy any nuisance or failure to maintain the property. These provisions exceed existing provisions for neighboring properties, making the CHT property less likely to be a nuisance than those adjacent or in the neighborhood.

- 5. Facilities.** There shall be adequate public facilities in place to serve the proposed use, or the applicant shall propose necessary improvements to address service deficiencies which the use would cause.

Water and sewer access, as well as electricity, are available on site or adjacent to the site. Prior to developing this parcel, the City will be making changes to the sewer line (paid for by the CHT, as well as related expenses, and sidewalks. See attached EOPC for budget), directing it down M Street to the main line on 3rd Street. This eliminates the need for the sewer line running under the section of E. Crestone that has been vacated. M Street will then be adjusted (added curvature) and re-graded to improve the stopping area leading up to the stop sign for vehicles traveling north on M St. at 3rd. This improves the safety of the intersection. Parking for the development will be accessible from E. Crestone, behind units, giving them more street frontage on 3rd St., adding to the neighborhood feel.

- 6. Environment.** The use shall not cause significant deterioration to water resources, wetlands, wildlife habitat, scenic characteristics, or other natural features. As applicable, the proposed use shall mitigate its adverse impacts on the environment.

The use will improve the characteristics of the neighborhood by making use of space consumed by redundant streets, currently covered with asphalt or left as neglected and unattended open space. The addition of landscaping and the planting of trees on site will improve the environmental and aesthetic aspects of the site.