



Jefferson County, Colorado
Planning & Zoning Division

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PRE-APPLICATION REVIEW RESPONSE

A summary of the pre-application review meeting;
staff comments; and requirements for formal submittal.

Case Number: 06-123719 PA
Process: Rezoning

Map Number: 34
Pre-Application Meeting Date: October 19, 2006
Date Response Prepared: October 23, 2006

Case Manager (Planner):

Alan Tiefenbach

Co-manager (Planning Engineer):

Sean Madden

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Summary of Request

Rezoning to allow for expansion of existing church and associated site improvements

Respaen

Items Submitted for Pre-Application Review

Cover Letter ✓
Vicinity Map ✓
Site Plan ✓
Current Deed or Title Commitment ✓
Pre May 5, 1972 Deed
Proof of Water ✓
Proof of Sewer ✓

Proof of Access
Proof of Fire Protection
Written Restrictions ✓
Landscape Plan
Other- Elevations and Photosimulations

Key Issues

1. Because the subject property is located within a residential neighborhood, in order to gain staff support for an expansion of the magnitude proposed, numerous mitigation measures must be addressed. Please see Current Planning's comments below for specifics.
2. Unless the proposal is clarified and uses are restricted to limit trip generation to less than 1,000 trips per day, a traffic study is required.
3. The Drainage Report must account for the detention required for all proposed phases of expansion.
4. The site is located within the Jefferson County Designated Dipping Bedrock Area, therefore, the applicant will have to provide geologic and geotechnical reports prepared in accordance with Section 25 of the Land Development Regulation and a detailed grading plan at the time of rezoning.

PLANNING AND ZONING DIVISION

Current Planning

- 1) Staff will refer to two sources in the review of this proposal: the South Jefferson County Community Plan, and the Zoning Resolution.
- 2) The subject property is split-zoned, with P-D on the east, and Denver R-1 on the west. The Official Development Plan should include the entire 8.228-acre parcel to remedy this situation.
- 3) Existing residences surround the property on three sides. Staff has concerns in regard to impacts to the existing neighborhood resulting from increasing the facility and parking by more than double the present size. The Community Plan repeatedly mentions the importance of compatibility with surrounding uses by excellent architectural and site design. Staff strongly recommends the applicant revise the Written Restrictions to comply with the Community Plan by mitigation measures including, but not limited to:
 - (a) Ensuring a landscape buffer of acceptable width, height, and density be incorporated to soften and screen impacts from proposed expansions to all surrounding residences. This landscaping buffer should consist of berming, landscaping, or a combination of both. Particular attention should be given to screening parking, headlights, and/or buildings from the properties across Alamo Street to the south, and the existing properties very near the northern property line. Merely installing a fence along the length of the property will not be an acceptable solution.
 - (b) The Written Restrictions should require high quality architecture that is appropriate for the surrounding neighborhood and maintains architectural consistency throughout all phases of expansion. Building materials should be appropriate, rooflines should be required to minimize large expanses of flat planes, entrances into the church should have an aesthetic appearance, rooftop mechanical and electrical equipment should be screened, and building heights should be in scale with adjacent buildings. 35'
 - (c) Outdoor lighting should be no more than 12 feet in height, downcast, and limited in number.
 - (d) Outdoor amplification should be prohibited. Noise generating uses (such as parking and outdoor gathering areas) should be oriented as far away from existing residences as possible and/or mitigated through such measures as berming.
 - (e) Requiring landscaped islands every 15 parking spaces to break up the parking lot.
- 4) The Written Restrictions need to specifically indicate proposed uses (church, daycare, office, educational, meeting hall, etc.). In addition, the Written Restrictions need to indicate the maximum allowed square footages of each use and the parking requirements of each use.
- 5) The Written Restrictions allow a bell tower up to 46 feet in height, but do not limit the square footage of the footprint of the bell tower.
- ✓ 6) The Community Plan indicates the subject property might serve as a link in a trail corridor. There is a tract terminating at the northwest corner of the property that is probably intended as a trail. Please be advised that a trail easement might be discussed at a later date.
- ✓ 7) The Community Plan requires new residential development to provide for integrated play areas, picnic areas, and neighborhood parks. This should be considered in the Written Restrictions.

NEXT STEP:

1. Community Meeting:

This process requires a community meeting prior to formal application. The Jefferson County Zoning Resolution requires that the applicant notify all individual property owners within 500 feet of the subject property, and all Homeowners

Staff Recommendation

The following staff recommendation is based on the information submitted prior to the Pre-application Review Meeting that was sent to other Jefferson County Divisions/Department on a 3-day referral. The pre-application review process is not a final and all-inclusive review. Staff support is subject to change based on: additional information submitted by the applicant; changes to the proposal; discovery of false or incomplete information; discovery of new information; and/or review and comments from referral agencies. Additionally, staff serves in an advisory capacity only. Decisions are ultimately made by the Zoning Administrator and/or the Director of Planning and Transportation. ✓

Based on the information submitted prior to the pre-application review meeting, Staff

Supports this proposal

✓ **Does not Support this proposal**

Reasons for Staff Support

✓ Not in general compliance with the Community Plan.

Recommendations to Increase Staff Support

See Current Planning's response below.

Revise the Written Restrictions to address the impacts to the existing residential that would be generated from an expansion this size.

Items Provided to Applicant

- | | |
|---|--|
| <ul style="list-style-type: none"> ✓ Staff Comments ✓ Application Process ✓ Application Review Guide ✓ Required Community Notification Guide ✓ The Development Permit Application ✓ Required Community Meeting Guide ✓ A list of area Community Groups | <ul style="list-style-type: none"> ✓ Referral Matrix ✓ Submittal requirements ✓ Water Supply Summary Form ✓ Traffic Impact Fees Red Line Written Restrictions Red Line ODP Other- |
|---|--|

Important Note

Because of the volume of land use applications, we are unable to keep Pre-Application open for an indefinite period of time. This application will be closed in 6 months if a formal application is not submitted. If you wish to pursue a land use application after 6 months, a new submittal will be required, inclusive of any county processing fees.

For More Information

For related information including the Jefferson County Zoning Resolution, Land Development Regulation, Application Review Process Guides, Community Plans, and Policy and Procedures, please visit our web site:
<http://planning.jeffco.us>

9. The Plan maps do not indicate any historic resources on this property.

DESIGN GUIDELINES KEY COMMENTS:

10. Please ensure that this development follows the Design Guidelines as noted on pages 89-90 of the South Jeffco Community Plan. In particular, please note:

- Provide a minimum of 40% open space for office.
- Limit height to a maximum of 30 feet, measured from peak to grade.
- Be of a scale and design compatible with the residential neighborhood.
- A landscape strip that is an average of 20 feet wide should be installed adjacent to any road.
- Provide a minimum of 25% of the total site as landscaped area.

SUMMARY OF COMMENTS:

The use is not of a concern, but the scale of the use is a concern.

If there are any questions please contact Russell Clark at 303-271-8754.

PLANNING ENGINEERING

These comments have been based upon the application package and the requirements of Jefferson County. Please see http://www.co.jefferson.co.us/ext/dpt/public_works/planning/index.htm for the Planning and Zoning website to get the latest County Regulations and Community Plans. The comments are separated into two sections: REZONING and CONCLUSION. The plat comments should be considered during design of the site but do not need to be addressed until the plat process.

REZONING COMMENTS

1. **Official Development Plan (ODP) - Written Restrictions:** Written restrictions should not conflict with the requirements of the Zoning Resolution. Please remove the retaining wall requirements that conflict with the Zoning Resolution and reference the Land Disturbance Section of the Zoning Resolution for the Retaining Wall requirements.
2. **Street and Driveway Intersection Spacing:** Street and Driveway intersections shall meet the spacing requirements of the LDR Section 15 A.1.c. and LDR Section 15 A.2. The nearest streets, intersections, and driveways, both adjacent and opposite to the proposed development need to be shown on the site plan.
3. **Traffic Study:** The approximate number of projected trips could not be determined based upon the information submitted with this pre-application case. Unless the proposal is clarified and uses restricted which limit trip generation to less than 1,000 trips per day, a traffic study is required. The study must follow the County's guidelines. ZR Section 1 H.1.a.(10)
4. **Phase I Drainage Report:** The Phase I drainage report submitted with this proposal has been reviewed. The report is acceptable. For all proposed phases of expandability, the detention pond modifications shall be shown with design calculations. This may be avoided by sizing the detention pond initially for ultimate build out. These requirements will also be reviewed during a Site Development Process for this site.
5. **Soils - Dipping Bedrock:** This site is located in the Jefferson County Designated Dipping Bedrock Area. The applicant will need to submit both a Geology and a Soils/Geotechnical Report in accordance with LDR Section 25 and 26, and provide detailed grading plans with the rezoning submittal. The grading plans need to show overburden soil or fill at least ten (10) feet thick beneath the anticipated bottom of foundations and the top of the bedrock. (ZR Section 50).

CONCLUSION

These initial case comments are based solely upon the submitted preliminary application package. They are intended to make the applicant aware of regulatory requirements. Failure by Planning Engineering to note any specific item does not relieve the applicant from conforming to all County regulations. Furthermore, if the proposed site layout and design are altered substantially during subsequent County land development processes (rezoning, platting, exemptions, resubmittals), Planning Engineering reserves the right to modify these initial comments or add appropriate additional comments.

Associations and other community groups identified by the Planning and Zoning Division within one mile of the subject property. A printout of Homeowners Associations, community groups, and surrounding property owners has been provided with this Pre-Application Review Response Letter.

2. Formal Application:

Formal application may be made at any time. Prior to submitting a formal application, please submit to Staff one copy of each of the items listed in the Rezoning Checklist that has been provided with this letter. The Case Manager will perform a cursory review of the information to be sure that it is complete and generally adequate for referral to review agencies. The Case Manager will then provide you with a referral matrix indicating the type and number of documents needed to submit for this process.

The following fees will be required at the time of formal submittal:

Jefferson County Planning and Zoning

Rezoning fee: \$400.00 (\$500.00 - \$100.00 Pre-Application fee)

- Make check payable to: Jefferson County Board of County Commissioners (JCBCC)

Department of Health and Environment

Rezoning Fee: \$150.00

- Make check payable to: Jeffco Health

ZONING ADMINISTRATION

The Zoning Administration offers the following comments on this proposal:

USES:

It appears that the Tennis Courts will no longer be allowed. If this use is no longer allowed then all language in the written restrictions regarding the tennis courts shall be removed.

LONG RANGE PLANNING

This property is subject to the recommendations in *The South Jefferson County Community Plan*.

LAND USE KEY COMMENTS:

1. The various policies in the Land Use section that apply to this property are the General policies, Redevelopment policies (p. 29-29), and the Design Guidelines (p. 89-90).
2. **We do not feel this proposal can be supported as proposed.**
3. Churches are treated as office when being reviewed by the Community Plan.
4. This proposal does not meet the requirements of the design guidelines, primarily for reasons of scale and landscaping.
5. The Plan maps do not show any slopes of greater than 20% on the property.
6. New development should maintain or increase the tax base. (p. 28)
7. At a minimum, redevelopment should maintain existing buffers, separations and screening, and preferably enhance these items. (p. 28)
8. The Open Space and Trails map shows a potential trail in this general area. Local park and recreation agencies should be consulted to determine potential parkland acquisitions and trail connections. Any comments from Jefferson County Open Space, or the Foothills Park and Recreation District should be followed.

ENVIRONMENT KEY COMMENTS:

The applicant should respond to these comments in writing. If there are any questions please contact Sean Madden at 303-271-8719 or email at smadden@jeffco.us.

DEPARTMENT OF HEALTH AND ENVIRONMENT

1. The Southwest Suburban Denver Water and Sanitation District will provide the water and sewer services for the proposed development.
2. Landscaping plans should include appropriate water conservation measures.
3. A fugitive dust permit is not required for the development of this site. However, the developer must use sufficient control measures to minimize any dust emissions during demolition, land clearing and construction activities.
4. The proposed construction may require a permit under the Stormwater Program administered by the Colorado Department of Public Health and the Environment. The developer should contact the stormwater coordinator for Jefferson County, Michelle Delaria, (303.271.8454) or the State representative, Marla Biberstein, (303.692.3597) for additional information and permit requirements.
5. This Department recommends that this project employ runoff reduction practices as well as include an infiltration best management practice for the water quality capture volume requirement of the Storm Drainage Design and Technical Criteria Manual. Structures such as a sand filter, porous landscape detention or constructed wetland structures are less likely to provide mosquito-breeding habitat. This would assist in protecting water quality and controlling diseases such as West Nile Virus.
6. The Jefferson County Storm Drainage Design and Technical Criteria Manual requires that a Type R inlet that includes a no dumping label and the County Stormwater Program logo be installed on all storm drains.
7. If the plans include a child care center, it will be subject to routine inspections by this Department. If this is the case, we strongly recommend that plans for this facility be submitted to our Department for review prior to construction. In addition, State licenses are required for child care centers. The applicant must contact Roger Esquivel at 303.866.3326 (Colorado Human Services Department, Division of Child Care) for an information packet regarding these types of operations, including all applicable regulations.
8. The Colorado Revised Statutes (Sections 25-12-101 through 108) stipulate that commercial areas must comply with the following maximum noise levels 25 feet from the property lines:
 - 60dB(A) from 7:00 a.m. to 7:00 p.m.
 - 55dB(A) at all other times.

Please contact Angel E Anderson at 303-271-5763 if you have questions.

ENGINEERING GEOLOGIST

The Engineering Geologist has reviewed the site plan and submitted documents for the subject property and has the following comment.

1. The site is located within the Jefferson County Designated Dipping Bedrock Area, therefore, the applicant will have to provide geologic and geotechnical reports prepared in accordance with Section 25 of the Land Development Regulation and a detailed grading plan at the time of rezoning. The grading plan must establish conformance with the requirements of Section 50 of the Zoning Resolution and the geotechnical report which should provide minimum separation of overburden soil or fill beneath the anticipated level of the bottom of foundation and the top of bedrock surface. This report and over-excavation plan may have been completed during the previous platting and/or construction process.

Please contact Pat O'Connell at 303-271-8707 if you have questions.