

Florence Municipal Center
600 West 3rd Street, Florence, Colorado 81226.
(719) 784-4848 Fax (719) 784-0228
Email: planning@florencecolorado.org

Members: Beth Lenz Brandon Angel Kirk Nelson Tabby Selakovich Paul Villagrana

CITY OF FLORENCE PLANNING COMMISSION MEETING FLORENCE MUNICIPAL CENTER, CITY HALL CHAMBERS Thursday, July 18, 2024 at 5:30 p.m.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of the Minutes from the June 20, 2024 Meeting
- IV. Old Business:
 - a. Willow Creek Estates Subdivision Willow Creek Estates Filing No. 2 Final Plat
- V. New Business:
- VI. Next Meeting Date and Time: August 15, 2024 at 5:30 p.m.
- VII. Upcoming Agenda Items:
- VIII. Adjourn



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FLORENCE PLANNING COMMISSION MEETING MINUTES THURSDAY, JUNE 20, 2024

5:30 P.M.

Commissioners	Present	Absent
Chair Beth Lenz		X
Planning Commissioner Brandon Angel	X	
Planning Commissioner Kirk Nelson	X	
Planning Commissioner Tabby Selakovich	X	
Planning Commissioner Paul Villagrana	X	
City Council Representative Mergelman	X	

Staff Present	Present	Absent
Planning Director Fox	X	
City Manager Nasta		X

I. Call to Order

Vice Chair Angel calls the meeting to order at 5:31 p.m.

II. Roll Call

Chair Lenz absent, all other Commissioners present.

Council Representative Mergelman present.

III. Approval of the Minutes from the May 16, 2024 Meeting

Commissioner Villagrana makes a motion to approve the meeting minutes from May 16, 2024.

Seconded by Commissioner Nelson.

Roll Call: 4 Ayes The motion carries.

IV. Old Business:

- a) Willow Creek Estates Subdivision Willow Creek Estates Filing No. 2 Staff Update Staff states that there are two items remaining that need to be submitted -
 - 1) CDOT access permits acknowledging the additional lots.
 - 2) Union Ditch Water Shares Discussion.
- b) Parking Plan 111 Church Avenue / Special Use Review 24-001 an Indoor Amusement and Entertainment Establishment.
 - Applicant not present, item moved to the end of the meeting.

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V. New Business:

a) Public Hearing - RZ 24-001 - Ernesto Urias

Requesting to rezone property – I-1 Light Industrial to R-1 Low Density Residential located at 760 Pine Street.

- Planning Director states the rezone request is for property located at 760 Pine Street and is legally known as Lots 17, 18, 19 and 20, Block L of the United Oil Company's Mesa Subdivision. Property is currently zoned I-1 Light Industrial, the applicant is requesting a zone change to R-1 Low Density Residential. Further states the purpose of the request is to have a single-family home on the property, new residential uses are only allowed in the I-1 Light Industrial Zone District as a watchman's quarters to another permitted use, therefore rezoning is needed. The adjacent properties are currently zoned I-1 or R-1, and many have residential structures. These residential structures are considered non-conforming since they were constructed before current city zoning regulations.
- Vice Chair Angel requests statement from the applicant.
- Ernesto Urias, 32 Pine Street, states he purchased the property, which is located across the street from his current residence, to have a small single-family home for his son.
- Commissioner Villagrana inquires if the applicant has had issues with dust and noise from the industrial area to the south.
- Mr. Urias states he has not and most of the industrial activity is more than a mile away from his residence.
- Vice Chair Angel opens Public Hearing.
- Michael Schuster states he owns the property on South Union Street where he has built apartments and is Mr. Urias' neighbor on Cedar Street. Further states that these lots under rezone consideration are in a subdivision that was platted in 1895 and have been vacant this entire time. The subdivision was there long before the industrial area to the south.
- Vice Chair Angel closes the Public Hearing.

Commissioner Villagrana makes motion that based on the requirements delineated in Florence Municipal Code Chapter 17.76.100 – Rezoning policy and conditions, the rezone request for 760 Pine Street, legally known as Lots 17, 18, 19, and 20, Block L of the United Oil Company's Mesa Subdivision - from I – 1- Light Industrial to R-1 - Low Density Residential shall be approved based on that the property was not properly zoned when exiting zoning was imposed and that there has been a material change in the neighborhood which justifies the requested zone change. Recommend to City Council for a final decision.

Seconded by Commissioner Nelson.

Roll Call: 4 Ayes The motion carries.



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Old Business:

Parking Plan – 111 Church Avenue / Special Use Review 24-001 – an Indoor Amusement and Entertainment Establishment.

- Planning Director states in the May Planning Commission meeting the Special Use Review item was approved and recommended to City Council contingent upon a parking plan that addressed lighting and safety concerns, a CDOT, Fremont Sanitation and a Florence Fire Department consultation. Details of the referral agencies consultations are outlined in the staff report. The parking plan has been submitted and can accommodate 34 spaces, the applicants will install a chain link fence along the southern boundary of the parking area for safety reasons, and the parking area does have sufficient lighting.
- Henry Agustinus, states that currently they have submitted information and a new access permit to CDOT and are waiting for a response back.

Vice Chair Angel makes motion based on the requirements delineated in Florence Municipal Code Chapter 17.68.060 – Supplementary Requirements – H - the parking plan submitted for 111 Church Avenue, associated with Special Use Review 24-001 shall be approved.

Seconded by Commissioner Villagrana.

Roll Call: 4 Ayes The motion carries.

New Business:

b) Master Plan / Funding – Discussion

• Planning Commission can give consensus for the City Manager to conduct a RFQ – Request for Qualifications – process for a new Master Plan. The RFQ will supply information essential for assessing the project's costs, potentially aiding in securing grant funding.

Present Commission members give unanimous consensus for the City Manager to conduct a RFQ process for a new City Master Plan.

The meeting adjourned at 6:11 p.m.		
By: Planning Commission Chair	Date:	*

FLORENCE PLANNING COMMISSION

MEETING DATE: JULY 18, 2024

STAFF REPORT

Agenda Item:

Willow Creek Estates Filing No. 2 - Final Plat

Department:

Planning

Background / Description of Item:

• J + M Investments, owner of Willow Creek Estates Subdivision, submitted a re-subdivision application for lots 1 through 25 and lots 126 through 143. The 43 lots will potentially be subdivided into 96 smaller lots. The request for the smaller lots is to allow for the construction of 24 four-plex townhomes instead of a single-family dwelling unit.

Staff Comments:

- A variance request pertaining to the townhome structure setbacks, lot width and minimum lot size was approved by the City Council on May 15th, 2023.
- A rezone request for Willow Creek Estates Subdivision, lots 1 through 25 and lots 126 through 143 from MH Manufactured Home Zone District to R-2 Low Medium Denstiy Residential (One to Four Units) Zone District was approved by City Council on July 17, 2023.
- 3 Rocks Engineering conducted a drainage analysis dated May 5, 2023, for the proposed Willow Creek Estates Filing No. 2 and found the original detention design will accommodate the proposed additional development.
- Fremont Sanitation District provided a will-serve letter for the development stating they had an adequate wastewater collection facility in the vicinity, as well as the treatment plant capacity to serve the additional density proposed by the potential re-subdivision.

The Planning Commission convened on July 20, 2023, for a Public Hearing and review of the Preliminary Plats for Willow Creek Estates Filing No. 2 and approved the Plats with the following conditions:

- Valid CDOT Access Permit that acknowledges the potential additional lots.
 - CDOT Access Permits for the Willow Creek Estates Subdivision, acknowledging the additional lots associated with the potential Willow Creek Estates Filing No. 2, was received on June 20, 2024.
- A system wide water analysis to verify the adequacy of a single tap point from Arrowhead Drive, with approval by Jacobs Engineering.
 - Jacobs Engineering has provided a statement outlining the final report from 3 Rocks Engineering, who conducted the system wide water analysis, that a single connection to the City's existing distribution system on Arrowhead Drive is suitable for Willow Creek Estates Subdivision and the potential additional lots associated with Willow Creek Estates Filing No. 2. Jacobs Engineering does recommend, however, that the developer construct a water stub-connection, blowoff hydrant and line valve in the northeast portion of the development. This connection will provide long-term distribution benefits for the development and the City of Florence.

- o Final engineering on water tap size for each four-plex, with approval by Jacobs Engineering.
 - Jacobs Engineering has provided a statement stating that the final report from Professional Engineering Consultants does demonstrate there will be sufficient water pressure for a 1" water tap size for each four-plex.
- An address plat/sheet for Willow Creek Estates Filing No. 2
 - Address plat has been received.
- Plat Note stating that the Developer will provide seven Union Ditch water shares or an acceptable alternative prior to the official recording of the Final Plat.
 - Note has been added to the potential final plat map.
- O Plat Note adding the terminology from the 'Assignment and Acceptance' letter, which assigns the interests and obligations of the original Subdivision Improvement Agreement, dated 10/04/2007, related to infrastructure improvements to J+M Investments, LLC to the 'Acknowledgement and Acceptance of Plat' Statement.
 - Note has been added to the potential final plat map.

Attachments included:

- Jacobs Engineering letter.
- Assignment and Acceptance letter.
- Willow Creek Estates Filing No. 2 Potential Address Plat
- Willow Creek Estates Filing No. Potential Final Plats

Suggested Motions:

1) Based on the requirements delineated in the City of Florence Subdivision Regulations and following the fulfillment of the conditions for the preliminary plat approval, find the Final Plats and Address Plat for Willow Creek Estates Filing No. 2 shall be approved and recommended to City Council for a final decision.

OR

- 2) Based on the requirements delineated in the City of Florence Subdivision Regulations and following the fulfillment of the conditions for the preliminary plat approval, find the Final Plats and Address Plat for Willow Creek Estates Filing No. 2 shall be approved with the following conditions based on the recommendation of the City Engineer:
 - a) The developer shall install a water stub-connection, blowoff hydrant and line valve in the northeast corner of the development, on the west side of Highway 67.
 - b) The developer shall provide a permanent 40-foot-wide easement for the water stub connection from developed street, River Rock Blvd, to the edge of the right-of-way for Highway 67.

And recommend to the City Council for a final decision.

Jacobs

Challenging today. Reinventing tomorrow.

May 7, 2024

Attn: Ashley Fox City Planner City of Florence

600 West 3rd Street Florence CO 81226

Project name: Willow Creek Water System Project no: On-Call Consultation Services

Subject: Willow Creek Water System Engineering Reports

Dear Ashley

Thank you for the opportunity to work with you, Don Moore and Sam Elstun on the review of the developer's engineering reports for the Willow Creek Water System. The final versions of the PE-stamped engineering reports are:

- 1. 3 Rocks Engineering's Willow Creek Filing #2, Network Wide Demand Analysis, version #6 dated April 5, 2024
- 2. Professional Engineering Consultants (PEG)'s Water Service For Willow Creek Townhomes, Florence, CO dated February 14, 2024

Copies of the two referenced reports are attached with the emailed transmission of this letter.

The final reports demonstrate that there will be sufficient water pressure for providing normal non-fire flow service to all plumbing fixtures within the development and that there will also be sufficient pressure to deliver 1,500 gpm of fire flow to any of the fire hydrants without dropping below a 30 psi residual pressure in the water mains in the development's distribution system. This exceeds the 20 psi minimum cited by 3 Rocks as the minimum per the City of Colorado Springs codes. The non-fire residual pressure at the most distant, highest elevation fixture is cited as being 24 psi which exceeds the 20 psi minimum required for such fixtures based on the plumbing code table inserted in the PEG report.

The reports describe a water system that has a single connection to the City's existing distribution system on Arrowhead Drive, and their analysis confirms suitable performance with just this one connection. However, in accordance with discussions between all parties it was agreed that there would be long-term distribution reliability benefits for the development and for the City's distribution system if the developer constructs a stub-connection in the northeast portion of their development. This would provide a second feed to the development and also more cross-connectivity within the distribution

2725 Rocky Mountain Avenue Suite 330 Loveland, CO 80538 United States

T +1.970.663.1759 www.jacobs.com

Jacobs

Date: 7 May 2024

Subject: Willow Creek Water System Engineering Reports

system. This was also modeled by 3Rocks and confirms it provides slight pressure improvements.

Recommendations:

- 1. The water system analysis results are acceptable. It will be critical to ensure the appropriate plumbing pipe diameters are furnished, as detailed in the PEG report.
- 2. Ensure the stub-connection to the west side of Highway 67 is constructed and that a blowoff hydrant and line valve are provided so that the City has the option to connect this to the transmission main in Highway 67 in the future. Also ensure the developer provides an easement for this water stub connection all the way from their street to the edge of the right -of-way for Highway 67. The easement width should be sufficient for long term access and maintenance purposes. I would suggest a minimum of 40 feet in width.

Yours sincerely,

Richard Saxton Principal Project Manager

richard.saxton@jacobs.com

Copies to: Aaron Smith, Jacobs

Retain

RESOLUTION NO. 12-2023

A RESOLUTION APPROVING THE ASSIGNMENT OF INTERESTS AND OBLIGATIONS DESCRIBED IN THE SUBDIVISION IMPROVEMENT AGREEMENT RELATED TO INFRASTRUCTURE IMPROVEMENTS OF WILLOW CREEK ESTATES SUBDIVISION.

WHEREAS, the City of Florence has a Subdivision Improvement Agreement relating to Infrastructure Improvements of Willow Creeks Estates Subdivision; and

WHEREAS, this Subdivision Improvement Agreement was first recorded in Fremont County, Colorado, in 2007; and

WHEREAS, Section XV of this Subdivision Improvement Agreement allows for the assignment of said agreement with written consent of the Florence City Council; and

WHEREAS, this Resolution constitutes the City's written consent of the assignment of said Subdivision Improvement Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FLORENCE, COLORADO:

That the passage of this Resolution hereby provides consent for the assignment of the Subdivision Improvements Agreement Relating to Infrastructure Improvements of Willow Creek Estates Subdivision, attached as Exhibit A, from Land Developers, Inc. to J+M Investments.

RESOLVED this 17th day of July, 2023

ATTEST:

Mayor

City Clerk

Assignment and Acceptance

June 27, 2023

By signing below, Land Developers Inc hereby assigns its interests and obligations described in the Subdivision Improvement Agreement related to infrastructure improvements of Willow Creek Estates Subdivision, signed May 11, 2007, and recorded under Reception #843360 in the office of the Fremont County, CO. Clerk and Recorder to J+M Investments, LLC.

By signing below, J+M Investments, LLC hereby accepts the assignment of Land Developers Inc's interests and obligations of the above-described Subdivision Improvement Agreement.

Land Developers Inc	
	ate: <u>6-28-23</u>
Jay D Stoner, President	
J+M Investments LLC	
By: Da	ate: 6-28-23
Jay D Stoner, Member	
This transfer is hereby approved by the City	of Florence.
By: Da	ite:
Paul Villagrana, Mayor	

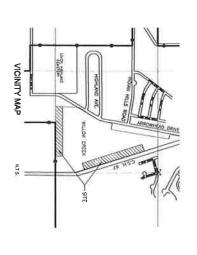
WILLOW CREEK ESTATES FILING NO. 2 CORNERSTONE LAND SURVEYING, L.L.C. 1022 PHAY AVE CANON CITY, COLORADO 81212 719-275-8881 JOB NO. WILLOWCHEEK 2-15-2023 LOT ADDRESS ADDRESS 39 40 41 42 43 44 45 46 47 48 49 55 55 55 55 55 56 66 66 66 66 67 66 67 71 72 73 74 75 76 77 80 81 82 88 84 88 88 89 99 99 99 99 99 99 98 2029 2027 2025 2023 2021 2019 2017 2015 2011 2007 2003 2001 1999 1997 1995 1983 1981 1983 1981 1987 1997 ADDRESS LOT PURPLE SAGE ROAD ADDRESS PLAT

10

W CREEK ESTATES ING NO. 2

A RE-PLAT OF LOTS 1 THRU 25 AND 126 THRU 143, WILLOW CREEK ESTATES LOCATED IN SECTION 21 AND 28, TOWNSHIP 19 SOUTH, RANGE 69 WEST OF THE 6TH P.M CITY OF FLORENCE, FREMONT COUNTY, COLORADO

FINAL PLAT



KONOW ALL MEN BY THESE PRESENTS:
KONOW ALL MEN BY THESE PRESENTS:
CREAT THE INVENTIGATION LIST THE CHARGOF LOTE 1-04 MAD LITE 129-14 MAD CREATED THE VACATION MAD
REPLAT WILL BE KNOWN AS WILLOW CREEK SETATES FLACE NO.1

E) . - BET 1/7X18" REBAR W/ CAP LE. NO. 57807 U O - POUND 1/2" RESWA

P) ALL DIVERSIONS SHOWN WITH STRUCK FEELS L) THE DEVELOPER WILL BE REQUIRED TO PROVIDE 7 SHARES OF UNION DITCH OR LOCETHABLE ALTERNATIVE PROOR TO RECORDING.) THE CITY OF FLORENCE HAS NO RESPONSIBILITY FOR BIFORCING ANY PROVIDE STITECTIVE COMBINATS THAT MAY EXIST ON THE PROPERTY.

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VARIANCES: 20' LOT WIDTH 2100 SO.FT. LOT SIZE MINIMUM 10,140 SO.FT. MINIMUM FOR 4 UNIT STRUCTURES TOTAL

SETBACK MINIMUMS: FRONT: 25' REAR: 20' SIDE: 0' SIDE STREET: 15'

VARIANCES APPROVED BY CITY COUNCIL, DATE.

() BEARDINGS BYONN ARE BASED ON THE BAST LINE OF WILLOW GREEK BETATER.
BEING N (6736731" W, PER RECORDED PLAT OF WILLOW GREEK BETATER. RECORDED AND APPARENT RIGHTS-OF-WAY, EARLEANTH AND OTHER BLADES. ON THESE PROPERTIES WEST TAKEN FROM TITLE COMMITMENT NO. 1888/24D, LINITED TITLE COMPANY OF COLLORADO SPRIMOS, COLDINADO.

C) PORTION OF THE SUIDOVISION LESS WITHEN A DESIGNATION 100 YEAR FLOCK IN AS PER PELAPERSH MAP COMMUNITY PANIEL NO, OBDESCRIOSE, EXPENTIVE ENTROCOT.

CITY CLERK, CITY OF FLORENCE, COLORADO

ollhew J. Koch LS. NO. 37907

CORNERSTONE
LAND SURVEYING, L.L.C.
1022 PLAY AVE
CARON CITY, CLUCADO 81212
719-275-8881

JOB NO. WILLOWCREEK 2-15-2023

CHAIRMAN, CITY OF FLORENCE PLANNING COMMISSION

REGISTERED LAND SURVEYOR'S CERTIFICATE

THE PLAT WAS PLED FOR RECORD IN THE OFFICE OF THE COUNTY CLERK AND RECORDER OF FREMONT COUNTY, COLDSIADO, AT _____ IL ON THE _____ DAY O ______ AD, UNDER RECEPTION NO. _____ STATE OF COLORADO SS

COUNTY CLERK AND RECORDER

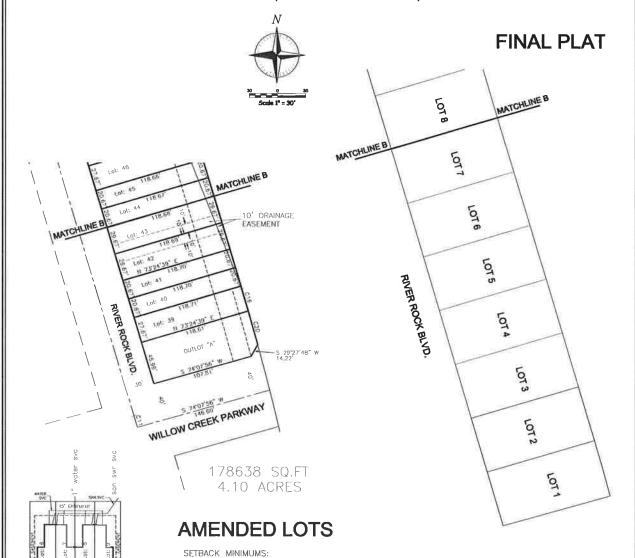
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A RE-PLAT OF LOTS 1 THRU 25 AND 126 THRU 143, WILLOW CREEK ESTATES Will Comment OCATED IN SECTION 21 AND 28, TOWNSHIP 19 SOUTH, RANGE 69 WEST OF THE 6TH P.M. LOT 143 LOT 142 DETAIL GENERAL LOT LAYOU LOT 141 Lol: 5 **LOT 140** CITY OF FLORENCE, FREMONT COUNTY, COLORADO SETBACK MINIMUMS: FROMT: 25' REAR: 20' SIDE: 0' SIDE STREET: 15' LOT 139 ID' LOT WIDTH 1900 SQ.FT, LOT SIZE MINIMUM 10,140 SQ.FT, MINIMUM FOR 4 UNIT STRUCTURES TOTAL W CREEK ESTATES Lot: 11 LOT 138 Lot. 12 LOT 137 LOT 136 AMENDED LOTS PLATTED LOTS Coti-X7 PURPLE SAGE ROAD PURPLE SAGE ROAD LOT 135 114415 SQ.FT 2.63 ACRES Lott 19 LOT 134 FINAL PLAT **LOT 133** CURVE TABLE LOT 132 0.07.46" E Lol: 26 LOT 131 Lol: 29 LOT 130 Z G Lot: 31 LoL: 32 LOT 129 PAG ZO LOT 128 LOT 127 \neg LOT 126 O CORNERSTONE LAND SURVEYING, L.L.C. 1022 PHAY AVE CAÑON CITY, COLORADO 81212 719-275-8881 LOT TABLE

WILLOW CREEK ESTATES FILING NO. 2

A RE-PLAT OF LOTS 1 THRU 25 AND 126 THRU 143, WILLOW CREEK ESTATES LOCATED IN SECTION 21 AND 28, TOWNSHIP 19 SOUTH, RANGE 69 WEST OF THE 6TH P.M. CITY OF FLORENCE, FREMONT COUNTY, COLORADO



NUMBER	DELTA ANGLE	CHORD DIRECTION	RADIUS	ARC LENGTH	CHORD LENGTH
C11	00'43'33"	S 16"13"47" E	997.6255	12.5410	12.6409
C12	25'28'53"	5 29'19'47" E	200.0000	88.9468	88.2156
C13	05'04'07"	N 39'32'10" W	230.0000	20.3472	20.3405
C14	11'15'12'	N 32'56'04" W	109.8310	21.5718	21.5371
C15	09'54'15"	N 30722'29" W	123.2565	21.3062	21.2796
C16	06'56'16"	5 22'51'14" E	230.0000	27.8499	27.8329
C17	02'47'45"	S 1759'14" E	230.0000	11.2237	11.2226
C18	00.16,00	S 16'28'31" E	2815.0000	13.1017	13,1017
C19	00'42'20"	S 15'59'21" E	2815.0047	34,6688	34,6686
C20	00"17"42"	S 15'29'20" E	2815.0799	14,4959	14.4959

FRONT: 25'
REAR: 20'
SIDE: 0'
SIDE STREET: 15' VARIANCES:

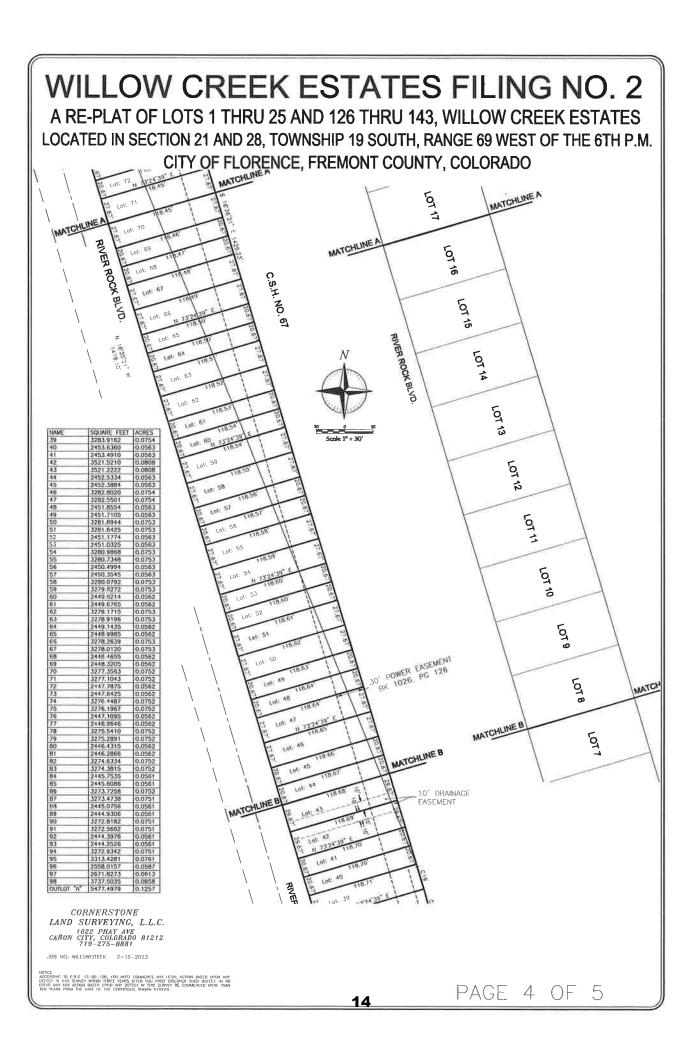
20' LOT WIDTH 2100 SQ.FT. LOT SIZE MINIMUM 10,140 SQ.FT. MINIMUM FOR 4 UNIT STRUCTURES TOTAL

CORNERSTONE LAND SURVEYING, L.L.C.

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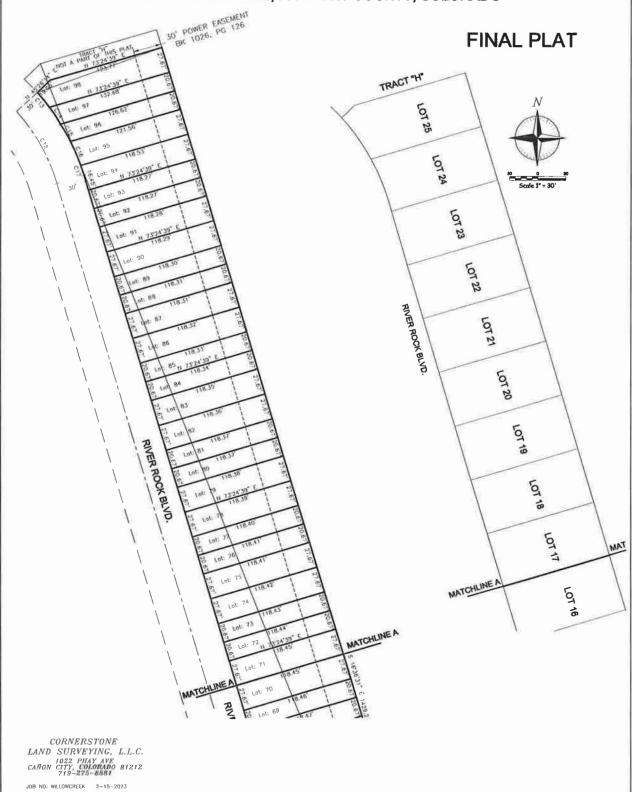
DETAIL

PLATTED LOTS



WILLOW CREEK ESTATES FILING NO. 2

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15 PAGE 5 OF 5