

Development Review Team Memo

FROM: Kelly Douglas AICP, Senior Planner

DATE: 08/27/2024

RE: PL20240103 1965 Ski Time Square Drive Preliminary Plat & Major Variance Submittal #2

General

1. Please provide an updated narrative to remove Article 4 references as well as the lot shape Major Variance requested to 602.C.6 that was found to be obsolete with submittal #1.
2. Three Major Variances have been requested. \$275 per Major Variance x 3 = \$825. The fee has been adjusted. Please pay in portal.

602.F Circulation

414 Multi-Mode Facilities / Complete Streets

602.I Easements and Dedications

3. Draft promenade easement language is required in order for staff to make a recommendation on the Preliminary Plat as a whole. I've included an existing promenade easement with the email transmission of this memo for reference. It is not a template, and some language may be outdated or not applicable, but may be helpful in terms of developing language related to restrictions or uses.
4. Staff has concerns about the proposed promenade improvements (please see PL20240125 review memo) that may impact the shape of the proposed promenade easement.
 - a. Please remove gaps in the easement where planters are proposed to make for one contiguous easement area.

602.O Critical Improvements

5. Staff is unable to accommodate the modifications requested to the draft critical improvements condition of approval. The west promenade extension is required by 602.F.2.a/414.D.1.f, supports emergency and adjacent property owner access and therefore has been identified as a critical improvement of the subdivision per the Section 802 definition that must be constructed prior to issuance of a construction permit. The south promenade extension is a non-critical improvement of the subdivision. It is agreed that clarification would be helpful for future reference. Please shown all subdivision improvements including drainage (critical), west promenade extension (critical), south promenade extension (non-critical), and northern access (critical) on the site plan.
6. Regarding critical improvements, the draft condition of approval below has been updated to identify timing of improvements:
 - a. Draft Condition of Approval: The following items are considered critical improvements and shall be constructed and approved and/or accepted, or surety provided, prior to recording of a Final Plat. All critical subdivision improvements shall be complete prior to issuance of a Construction Permit for PL20240125 development.
 - Drainage improvements on Lot 1 and Parcel B Ski Hill Subd as shown on <reference site plan>.
 - West promenade extension as shown on <reference site plan>.

- Northern access shown on <reference site plan> ~~the Preliminary Plat~~. This northern access must meet engineering standards.
7. Regarding the non-critical south promenade extension improvement, the outline below is informational to clarify CDC requirements for timing of this improvement:
- Requires construction or entering into an Improvements Agreement prior to recording the final plat or Construction Permit issuance for PL20240125 development.
 - The south promenade extension is a critical improvement of Development Plan PL20240125.
 - South promenade extension required to be complete in order to approve Certificate of Occupancy.