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## Staff Report

TO: Planning and Zoning Commission

THROUGH: Derek Holcomb, AICP, Deputy Director of Community Development

FROM: Alex Grimsman, Planner I

DATE OF MEETING: September 28, 2016

DATE OF SUBMITTAL: September 21, 2016

SUBJECT: Fox Ridge Clubhouse Expansion Site Plan 2<sup>nd</sup> Amendment (LU-16-00094)

DISTRICT/LOCATION: District 3 – 8225 S Poplar Way. (<https://goo.gl/maps/weVFUuwRUjT2>)

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### 1. **Executive Summary:**

Godden|Sudik Architects, on behalf of the owner, RRE Fox Ridge Holdings, LLC, (known collectively as the “Applicant”), proposes to construct a one-story, 1,400 square foot clubhouse expansion within the existing residential development. The site is located at 8225 S. Poplar Way, west of the S. Quebec Street and E. Otero Avenue intersection (the “Subject Property”). The Subject Property is approximately 14.83 acres and is currently zoned Neighborhood Conservation Multi-Family (NC<sub>MF</sub>).

### 2. **Discussion:**

The Applicant proposes to construct a one-story, 1,400 square foot clubhouse expansion with associated landscaping and covered patio area. The building height as measured from the primary (eastern) frontage is 17 feet. The proposed building materials include red brick wainscot, grey lap siding and glass. The NC<sub>MF</sub> zone district is intended to allow for the improvement of existing multifamily buildings and associated accessory uses. The addition of a 1,400 square foot clubhouse expansion complies with the intent of the approved zoning. A current zoning map for the Subject Property is attached to this report.

Approval authority for site plans is predicated on the size of the parcel of land proposed for development and the proposed building height. City Council approves applications that are within 500 feet of a residentially zoned property that also include a parcel greater than ten acres in size, or a building greater than 30 feet in height, or both. The Director of Community Development (the “Director”) approves (with ratification by Planning and Zoning Commission) applications that are more than 500 feet from a residentially zoned property and which also contain a parcel less than five acres in size or propose buildings no more than 30 feet in height,

or both. The Planning and Zoning Commission approves (with ratification by City Council) all other applications that are not decided upon by either the City Council or the Director.

The Fox Ridge Clubhouse Expansion Site Plan is located within 500 feet of a residentially zoned parcel, the area of impact to the parcel is less than five acres, and the Site Plan will not include a structure greater than 30 feet in height. Therefore, the Planning and Zoning Commission will consider approval of the Site Plan, with ratification by the Council.

A development criteria comparison chart is contained below to demonstrate the Site Plan application's compliance with the underlying development standards for the NC<sub>MF</sub> zone district.

### Development Criteria Comparison Chart

	EXISTING ZONING (FDP A84-019)	PROPOSED SITE PLAN (LU-16-00094)
ZONING	NC <sub>MF</sub>	NC <sub>MF</sub>
PARCEL AREA	14.52 acres (<1 acre impacted)	14.52 acres (<1 acre impacted)
PERMITTED USES	Per Division 2-3, <i>Land Use</i> of the LDC Generally: Multifamily	Multifamily
BUILDING MAX HEIGHT	35 feet	17 feet
MINIMUM BUILDING SETBACKS	Side yard: 10 feet Adjacent Interior Property Line: 0 feet Public ROW: 25 feet	Side yard: 72.3 feet Adjacent Interior Property Line: 10 feet Public ROW: 25 feet
MINIMUM PARKING SETBACKS	N/A	Existing
PARKING REQUIREMENT	592 Spaces	579 spaces
ADA PARKING	6 Spaces	12 ADA Spaces & 2 Van Accessible Spaces
BICYCLE PARKING	Not Required	Onsite bike storage and repair facility
LIGHTING ZONE/MAX POLE HEIGHT	Lighting Zone 2 (LZ-2) 18 feet	Lighting Zone 2 (LZ-2) 18 feet
LANDSCAPE SURFACE RATIO	48%	48%

As required under Table 12-14-311 of the Land Development Code (LDC), the public hearing before Planning and Zoning Commission was properly noticed, including posted notice on the property and mailed notice to adjacent property owners at least 14 days prior to the public hearing. Therefore, the Planning and Zoning Commission has jurisdiction to make a recommendation on the Site Plan application.

### Criteria for Approval – Site Plan

The Planning and Zoning Commission must consider evidence presented at the public hearing and evaluate the proposed site plan application according to the following criteria set forth in Section 12-14-602(D), *Approval Standards* (site plans) and listed below.

**12-14-602(D)(1)** *Site plans shall be used to implement physical design objectives of adopted Sub-Area Plans in a manner that is consistent with the standards of this LDC.*

The Subject Property is subject to the Comprehensive Plan, which contains the following goals applicable to the proposed application:

- Housing Goal #3- Preserve Existing Housing Stock and Protect Stable Residential Areas

“Upgrade and maintain streets, landscaping, and other infrastructure.”

“Ensure new residential construction or additions to housing respect the context of the surrounding residential area.”

The addition of the clubhouse is an upgrade for the Subject Property and furthers components of and does not contradict the Comprehensive Plan.

**12-14-602(D)(2)** *The proposed site plan shall be designed to minimize impacts on the reasonable development expectations or the use and enjoyment of adjacent land or the public interest, consistent with the applicable standards of this LDC.*

The NC<sub>MF</sub> zone district allows for a clubhouse as an accessory use within the existing multifamily development. As the fitness center and clubhouse are within a residential zone district but are a non-residential structure, the clubhouse complies with the non-residential site design standards in the Land Development Code (LDC). The proposed use will complement and benefit the Subject Property and surrounding area by providing opportunities for community gathering, exercise and entertainment.

**12-14-602(D)(3)** *The proposed site plan shall not materially and adversely affect the public health or safety through interpretations of the standards of this LDC that do not give full effect to other provisions that would be protective to health and safety if applied.*

The Site Plan amendment complies with all standards of the NC<sub>MF</sub> zone district, including access, building height, setbacks, landscaping, parking and lighting requirements. The Site Plan amendment will not have an adverse impact on the health and safety of the public or any adjacent properties.

**12-14-602(D)(4)** *The proposed site plan recognizes the limits of existing and planned infrastructure, by thorough examination of the availability and capability of water, sewer, drainage, and transportation systems to serve present and future land uses.*

As part of the outside referral process, Staff referred the application to Public Service Company of Colorado (Xcel) and Southgate Water and Sanitation District (“Southgate”). Xcel responded with no objections, and Southgate stated no objection to the proposed use but requested final construction documents for review prior to construction. The City requires approval from Southgate prior to release of building permits.

A Drainage Letter of Compliance was submitted with the Site Plan for review. The Drainage Letter of Compliance meets the requirements of the City as outlined in the February 2007 City of Centennial Stormwater Management Manual. The Southeast Metro Stormwater Authority (SEMSWA) has reviewed and will approve the drainage conformance letter and associated drainage features. The City requires approved plans from SEMSWA prior to plan approval and release of building permits.

**12-14-602(D)(5)** *The proposed site plan provides for compatibility between the proposed development, surrounding land uses (existing or planned), and the natural environment.*

The proposed clubhouse expansion is compatible with the surrounding multifamily development and complies with all applicable LDC standards. The building will be screened from adjacent sites by either existing buildings or mature vegetation.

**12-14-602(D)(6)** *The proposed site plan provides for efficient and adequate provision of public services and solid waste removal.*

As part of the outside referral process, Staff referred the application to the South Metro Fire Rescue Authority (SMFRA). SMFRA responded with no comments. The City requires approval from SMFRA prior to release of building permits.

**12-14-602(D)(7)** *The proposed site plan protects public health and safety against natural and man-made hazards which include, but are not limited to, traffic noise, water pollution, airport hazards, and flooding.*

The proposed development will protect the public health and safety against natural and man-made hazards by providing adequate access for emergency rescue services, a reaffirmed compliant stormwater management system, and adequate visual screening on the Subject Property. The clubhouse building design will have no impact on traffic noise, water pollution, airport hazards or flooding.

**12-14-602(D)(8)** *The proposed site plan provides for accessibility within the proposed development and appropriate connectivity or buffering or both between the development and existing adjacent uses.*

The Site Plan will provide connectivity within the community via the existing private drive that runs throughout the Subject Property. No additional connectivity is practicable as this is an existing property and the adjacent properties have already been developed.

**12-14-602(D)(9)** *The proposed site plan minimizes disruptions to existing physiographic features, including vegetation, streams, lakes, soil types and other relevant topographical elements.*

With the exception of a new water quality feature, there are no relevant topographical elements or vegetation that warrant preservation. The Applicant will remove and replace one tree as shown on the Site Plan.

**12-14-602(D)(10)** *If the site plan includes buildings that are more than 30 feet in height and the parcel proposed for development abuts existing residential development with existing views of the mountains, then the site plan shall distribute the mass of the buildings that are taller than 30 feet in a manner that allows for sight lines to the mountains from the residential development.*

Not applicable. The Site Plan does not propose a building greater than 30 feet in height. While the subject property does abut a residential zone district, the new construction is roughly 72 feet from the district boundary and will not disrupt mountain views.

## Agency/Public Comments

Staff sent a total of 11 referral requests to outside agencies and community groups; two entities responded with comments. The remainder had no comments or did not respond to the request. All agency and public comments received, as well as the Applicant's responses (if necessary), are attached to this report. A summary of comments and Staff responses is provided below:

ENTITY	COMMENTS			
	Response with comments	No Comments	No Response	Staff's Response
<b>COMMUNITY GROUPS</b>				
CenCON		X		
TMMC Property Management (Willow Creek HOA #2)			X	
Homestead Farm II HOA			X	
Hallmark Management (Willow Creek #3)			X	
Fox Ridge Improvement Association			X	
<b>AGENCIES</b>				
Arapahoe Sheriff Community Resource Unit			X	
Arapahoe Sheriff Public Safety Bureau		X		
South Metro Fire Rescue Authority		X		
Southgate Water and Sanitation District	Provide plans for review.			Noted. Comments forwarded to Applicant.
Urban Drainage and Flood Control District			X	
Xcel Energy	The proposed fitness center and clubhouse may have a possible conflict with existing utility lines. The developer is responsible for contacting the Utility Notification Center to verify location of utilities prior to construction.			Noted. Comments forwarded to Applicant.

### Community Meeting:

Per Section 12-14-304, *Threshold Review*, a community meeting not was required.

### 3. Recommendation:

Staff recommends that the Planning and Zoning Commission approve the Site Plan application.

### 4. Alternatives:

As this is a quasi-judicial action, Planning and Zoning Commission has the following alternatives:

1. Deny the Site Plan application; or
2. Continue the public hearing for additional information.

**5. Fiscal Impact:**

Approval or denial of this application will have no direct fiscal impact to the City.

**6. Next Steps:**

The item will be scheduled for ratification by the City Council at a future meeting. If ratified by City Council, the Applicant is required to submit final mylars of the Site Plan to the Community Development Department for recordation within 60 days of approval.

**7. Previous Actions:**

None.

**8. Suggested Motions:**

**SUGGESTED MOTION FOR APPROVAL:**

I MOVE TO APPROVE RESOLUTION 2016-PZ-R-23, A RESOLUTION OF THE CITY OF CENTENNIAL PLANNING AND ZONING COMMISSION APPROVING THE FOX RIDGE CLUBHOUSE EXPANSION SITE PLAN CASE LU-16-00094, BASED ON THE FINDING THAT THE SITE PLAN APPLICATION MEETS ALL APPLICABLE CRITERIA FOR APPROVAL SET FORTH IN SECTION 12-14-602(D) OF THE LAND DEVELOPMENT CODE, AS SUMMARIZED IN THE STAFF REPORT AND RECOMMENDATION DATED SEPTEMBER 21, 2016.

**SUGGESTED MOTION FOR DENIAL:\***

I MOVE TO DENY RESOLUTION 2016-PZ-R-23, A RESOLUTION OF THE CITY OF CENTENNIAL PLANNING AND ZONING COMMISSION APPROVING THE FOX RIDGE CLUBHOUSE EXPANSION SITE PLAN, CASE LU-16-00094, BASED ON THE FOLLOWING FINDINGS OF FACT:

1. THE REQUEST DOES NOT MEET ALL OF THE CRITERIA OF APPROVAL SET FORTH IN §12-14-602(D) OF THE LAND DEVELOPMENT CODE INCLUDING BUT NOT LIMITED TO:

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\* Staff recommends that the Commission consult with the City Attorney prior to making a motion. If the motion to deny the Site Plan Application is approved by the Commission, the City Attorney will prepare a resolution setting forth the specific findings and conclusions of the Commission, which will be presented to the Planning and Zoning Commission for approval on the consent agenda at the next regular meeting of the Commission.

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| Attachment 1: | Zoning Map   |
| Attachment 2: | Applicant's Letter of Intent                         |
| Attachment 3: | Fox Ridge Clubhouse Expansion Site Plan, LU-16-00094 |
| Attachment 4: | External Referral Comments                           |

Attachment 5: Resolution No. 2016-PZ-R-23