



## PLANNING COMMISSION STAFF REPORT

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March 15, 2018

**AGENDA ITEM:** Planning File No. 056-18-MAJ: A review of the Sketch Plan step of the Major Site Plan Application for the proposed Town of Frisco, "Frisco Adventure Park", for recreation improvements including the expansion of a skate board park area, boulder feature, expansion of restrooms to Day Lodge, landscaping and site improvements.

**LOCATION:** 621 and 729 Recreation Way/ TR 5-78 Sec 36 QTR 2 (Peninsula Recreation Area)

**ZONING:** Parks & Recreation (PR) District

**APPLICANT:** Town of Frisco  
Diane McBride, Asst. Town Manager/Director of Recreation and Culture  
PO Box 4100  
Frisco, CO 80443

**OWNER:** Town of Frisco  
PO Box 4100  
Frisco, CO 80443

**REPRESENTATIVE:** NV5  
Tyler Lundsgaard, Project Manger  
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**TOWN STAFF:** Joyce Allgaier, Community Development Director  
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### PROJECT DESCRIPTION

The applicant, Town of Frisco, Recreation and Culture Department, is proposing to construct an addition to the existing Day Lodge, construct an addition to the existing skate board park, and install a recreational bouldering area. Additionally, landscaping, grading, necessary infrastructure, and walkway installation is proposed. The proposed project entails:

- Approximately 200 sq. ft. addition for additional restrooms
- "Bouldering" area
- Addition to skate park
- Additional walkways, hardscape, and landscaped/softscape areas.

- No change to parking is proposed

While minor in nature, the project will require a full site plan review at a future public hearing before the Planning Commission because of the amount of area that is the subject of the improvements.

For a more complete project description, please refer to the attached application materials.

#### Action by Planning Commission for April 19, 2018

The Planning Commission will review this application as a sketch plan for the purposes of being provided with an overview of the proposal and to provide feedback to the applicant.

The process for this meeting is as follows:

Open sketch plan review meeting with staff overview and questions. Hear presentation by the applicant and questions. Provide opportunity for public to comment. Conduct Commission discussion and provide comments to the applicant.

### **BACKGROUND**

A small addition, recreational amenities, and landscaping are proposed at 621 Recreation Way, Peninsula Recreation Area (PRA). The entire peninsula area is 807 acres; 565 acres are owned and managed by the U.S. Forest Service, 22 acres are owned by Denver Municipal Water Works, and approximately 220 acres are owned by the Town of Frisco. The subject area is located along Recreation Way near the Day Lodge and existing skate park.

A development application and conditional use permit was approved by the Town Council on Feb. 23, 2010, for the Peninsula Recreation Area allowing recreational buildings, accessory buildings, a terrain park, and a bike park. In 2017, efforts were undertaken to create a master plan for the PRA, including the area which is the subject of this application at the Day Lodge and the immediately surrounding area.

Below is a vicinity map of the subject property with an aerial photography base layer. The actual PRA property is much larger than what is shown; however, this is the area proposed for the enhancements. Photographs of the subject property are included for reference.



Vicinity Map



Day Lodge and Skate Park West Elevation



Day Lodge West Elevation



Skate Park Southwest Elevation

## SKETCH PLAN REVIEW

A sketch plan review is an opportunity for Planning Commission to comment on the various aspects of a development proposal including proposed uses, parking and traffic circulation, architecture, landscape design, and compatibility with the neighborhood. It is also an opportunity for the applicant to listen to Commissioners' comments and make changes to the proposal prior to the final site plan application submittal.

Pursuant to Section §180-2.5-D-3, Frisco Town Code (in part):

- a. All applications for major site plans shall present an informal sketch plan of the development before a regularly scheduled meeting of the Planning Commission. The applicant shall notify the Community Development staff in writing at least 21 calendar days prior to the Planning Commission meeting at which the sketch plan is requested to be presented. Materials to be presented in support of the development must be of sufficient nature to allow the Planning Commission and Community Development staff to provide informed feedback on the project. At a minimum the applicant must submit the following information:*
  - i. Written project description, including a synopsis of the proposed development program, and how the project will meet the principles of the Master Plan and the standards of the zoning code;*
  - ii. Site plan showing the location of the building(s) and other improvements (retaining walls, berms, dumpster locations, open space, etc.) with dimensions to setbacks, property lines, easements, north arrow, scale (no smaller than 1"=20'), legend, vicinity map;*
  - iii. Existing and proposed utility (main and service) lines;*
  - iv. Existing and proposed topography at 2 foot intervals, including 50 feet beyond the property boundary, existing easements, lot dimensions, lot size in square feet/acreage;*
  - v. Existing site characteristics map with vegetation, wetlands, unique natural features;*
  - vi. Parking space location and counts and traffic circulation design, with driveway locations, points of access from right-of-way, preliminary grades, bike and pedestrian improvements;*
  - vii. Proposed landscaping, post-development grades, snow storage, preliminary stormwater plan showing approach to stormwater handling;*
  - viii. Scaled drawings of all building locations and schematic elevations; and*
  - ix. Samples of all colors and materials proposed.*
- b. The Planning Commission may require an applicant to return for additional sketch plan presentations if sufficient information is not received or if substantial changes to a proposal are recommended. Presentation of a sketch plan neither binds the Planning Commission to approve a site plan, nor does it confer the applicant any vested rights.*

- c. *The sketch plan presentation shall become null and void if a complete major site plan application is not submitted to the Community Development Department within 90 days after the date of the Planning Commission's review of the sketch plan.*

A final site plan application for this proposal will require Planning Commission review. The proposal will be reviewed in detail for conformance with the Frisco Community Plan and compliance with the Frisco Unified Development Code (UDC) at that time.

## **ANALYSIS - FRISCO COMMUNITY PLAN**

The following elements of the Frisco Community Plan are applicable to the review of the proposed development:

### Plan Overview (excerpt)

*The Frisco Town Charter requires that the Town's master plan be updated every five years in order to respond to changing times. The 2011 master plan update is titled the 'Frisco Community Plan.' Periodically updating the Frisco master plan is a critical step in the process to maintain a vibrant mountain town, balance the town's reputation as a great destination, ensure a strong yet diverse economic base, and preserve our quality of life. The community realizes intentional planning for the future is necessary to ensure that the Town of Frisco continues to evolve as a resilient community.*

*Purpose ~ The Frisco Community Plan's purpose is to identify common values and guide direction to connect, sustain and create the future of the Town of Frisco over the next 5 years.*

*Connect ~ Connections are a core tenet of the Frisco Community Plan; they reflect the way people, organizations and neighbors relate to each other in the Frisco community. Connections help to address needs of the community.*

*Sustain ~ Everything is interrelated. Sustainability is the fundamental approach of the Frisco Community Plan; it recognizes the social, environmental and economic influences on the community, and aims over the long-term to balance these influences to support community success.*

*Create ~ Creation of lasting community relationships is an important aspect of the Frisco Community Plan. The plan creates the community's direction for a preferred future of Frisco."*

## **PUBLIC COMMENT**

The Community Development Department has not received any formal public comments or inquiries concerning this sketch plan application (as it has been advertised in public places and on the town's website). During the course of the development of the PRA Master Plan in 2017, and continuing in 2018, many citizens participated in providing input to the project. The proposed recreational amenities are in response to community desires.

**ANALYSIS – PARKS AND RECREATION (PR) DISTRICT [§180-3.14]**

The requirements of the Parks and Recreation (PR) District are applicable to the review of the proposed project as follows:

**Purpose:** The purpose of the PR district is as follows:

*“To allow for land uses that offer a variety of active and passive recreational pursuits.”*

**Minimum Lot Area:** There is no lot area requirement within the PR District.

**Minimum Lot Frontage:** There is no lot frontage requirement within the PR District.

**Setbacks:** The minimum required setbacks and proposed the setbacks for this property are as follows:

	Minimum Setback	Proposed Setback
Front Yard	30 feet	>200 feet, no change
Side Yard	30 feet	>200 feet, no change
Rear Yard	30 feet	>200 feet, no change

**Lot Coverage:** There is no lot coverage requirement within the PR District.

**Maximum Building Height:** The maximum building height is twenty-five (25) feet. No change is proposed.

**ANALYSIS - DEVELOPMENT STANDARDS [180-6]**

The project will be reviewed for compliance with the specific development standards of the Frisco Uniform Development Code (UDC) at the time of full site plan review.

**Traffic Study** (§180-6.12): Frisco Town Code requires a traffic study, prepared by a professional engineer licensed in the State of Colorado, be submitted for any large project that:

- A. *Requires a conditional use or rezoning approval;*
- B. *Is located adjacent to either Main Street or Summit Boulevard;*
- C. *Contains only one point of access;*
- D. *Contains an access point off an unimproved roadway or unincorporated area;*
- E. *Contains an access point off a road with a service level of D or F; or*
- F. *Is expected to generate 400 or more daily trips per day.*

Staff does not find that a traffic study is not required for this project due to the nature of the proposal.

**Parking** (§180-6.13): Section 180-6.13 of the Frisco Town Code addresses parking requirements.

There are no proposed changes to the existing parking layout in conjunction with the proposal. The master plan does show additional parking in the future.

**Accessible Parking** (§180-6.13.3.H):

Staff: Adequate accessible parking is currently provided at the Day Lodge and there are no proposed changes or requirements for additional spaces.

**Bicycle Parking:** (§180-6.13.4, §180-6.21.3.J.2): Bicycle parking shall be provided in an amount equal to at least twenty percent (20%) of the required vehicular parking spaces for the development.

Bike parking areas are provided on the site and more are being proposed. The application appears to meet this standard.

**Snow Storage Areas** (§180-6.13.7): One-hundred (100) sq. ft. of snow storage is required for every 350 sq. ft. of paving. Snow storage areas shall be located adjacent to the applicable paved areas and shall be a minimum of 8 feet in depth.

Snow storage is ample on the site and the proposed improvements will not pose an impediment to shoveling or plowing operations or take up designated snow storage space.

**Landscaping and Revegetation** (§180-6.14): The applicant has submitted a landscaping plan showing a much enhanced treatment of the area that is the subject to this application. We are pleased to see additional walkway area that will help to better define the use area. The applicant will be required to show full compliance with §180-6.14, Landscaping and Revegetation at the time of full site plan application submittal.

**Outdoor Lighting** (§180-6.16): The proposal does not include any new lighting in conjunction with this proposal. The plan shows that an extension of electric utilities will be undertaken while the site is under construction for future parking to the south.

**Refuse Management** (§180-6.17): No changes.

**Fences and Walls** (§180-6.18): No changes.

**Non-Residential Development Standards** (§180-6.21): The purpose of the non-residential development standards is to ensure high-quality site and building design in Frisco; to establish minimum standards related to the scale, mass, architecture, materials, and overall design character of development; and to protect and enhance existing neighborhood character.

§180-6.21H. of the UDC states:

*Additions that are substantially smaller than the square footage of the existing building may be designed to complement the existing structure, even if the existing building does not currently meet the façade, roof, material, or color standards of this section.*

Staff finds that the addition is substantially smaller than the square footage of the existing building (30%); therefore, the applicant is not required to meet the façade, roof, material or color standards of the non-residential development standards.

The applicant is designing the restroom addition to complement the existing structure. The location and calculated floor area of the restrooms will actually be located under the eaves of the existing lodge structure, therefore not adding to greater lot coverage. The expansion of the skate park will include the addition of a new impermeable surface of concrete. Staff expects that



the restroom addition and skate park addition will be in keeping with the existing recreational atmosphere, structures, and look of the current improvements.

### **STAFF RECOMMENDATIONS**

Staff recommends the Planning Commission provide the applicant feedback on the proposed project and associated improvements. We have asked the applicant to provide a brief overview of the PRA Master Plan and other upcoming phased improvements.

Staff observations:

- Staff supports the project and the desire to provide two (2) restrooms, additional public recreational amenities, and an enhanced landscaping plan. Since this is an addition, the proposed architecture of the structure is in conformance with the UDC since it matches the existing structure.
- Staff has no concerns about the project.

### **ATTACHMENTS**

Attachments:

- Sketch plan application materials

cc: Tyler Lundsgaard  
Diane McBride