#### Memorandum

P.O. Box 4100 ◆ Frisco, Colorado 80443

**To:** Planning Commission

**From:** Susan Lee, Community Planner

**Re:** Work session on Walter Byron Restroom and Playground Project Pursuant to Sub-section 180-6.7.4.B, Frisco Unified Development Code

# Date: March 19, 2020

**Summary and Background:** The purpose of this work session is to fulfill the requirements of sub-section 180-6.7.4.B, of the Frisco Unified Development Code (UDC) and to share information regarding upcoming improvements to Walter Byron Park.

During the community outreach process for the Community Plan, Town Council recognized the community desire for improvements at several neighborhood parks. In order to thoughtfully plan for these improvements, Council directed staff to develop master plans for four parks: Walter Byron, Meadow Creek, Pioneer, and the Old Town Hall/Visitor Info Center.

During the summer of 2019, staff worked with local landscape architecture firm, Norris Design, to develop conceptual master plans for each of the four neighborhood parks. Staff and the consultant team conducted extensive public outreach in the form of on-site interviews, public meetings, and statistically valid surveys, in addition to individual needs and operational analysis for each site. On October 8, 2019, Town Council approved Resolution 19-32, to adopt the Neighborhood Parks Master Plan. Based on the needs assessment and community input, Town Council elected to prioritize and budget $750,000 for the Walter Byron Park restroom and playground improvements in 2020. The remainder of the proposed improvements for Walter Byron will be completed in future years as budgeted by Town Council. *Please see Attachment A, the conceptual site plan for Walter Byron Park from the Neighborhood Parks Master Plan.*

In December of 2019, staff issued a Request for Proposals (RFP) for the design and installation of the restroom facility and site work at Walter Byron Park. Concurrent with the RFP issuance, staff applied for a grant from Colorado Parks and Recreation Association (CPRA) to help offset the cost of new playground equipment. Staff was notified on January 20, 2020, that the grant request for matching funds was successful. On February 11, 2020, Town Council approved a contract with Farrington Construction Management for the design and installation of the restroom facility and associated site work at Walter Byron Park. The playground installation will be handled by a separate contractor to be administered through the CPRA grant and approved by Town Council.

**Discussion:** The contractor’s architect, Mues Architecture, has submitted plans in accordance with the UDC requirements for a Minor Site Plan, which is an administrative level review process. Staff has reviewed the plans for compliance and found that the proposed plans meet the zoning requirements, use standards, and non-residential development regulations. The proposed restroom will be located within the footprint of the existing building which is inside the 25-foot waterside soil disturbance setback as established in UDC 180-6.7.2. There will be no disturbance to the existing wetlands, and therefore an Army Corps of Engineers permit is not required. Structural plans illustrating the foundation design have not been submitted at this time. It is anticipated that the new foundation will be similar to the existing pier-footing design.

Staff finds that the Walter Byron Restroom and Playground Project meets the allowable exemptions identified under sub-section 6.7.4.B. that states, “With the approval of the Town Engineer and presentation to the Planning Commission, projects which are intended for the benefit of the community and installed by or under supervision of the Town are exempt.” This project is a public recreational improvement. All soil disturbances will be isolated from water bodies through the Town Engineer approved method. *Please see Attachment C, letter from Bill Linfield, Town Engineer.*

**Recommendation:** Staff recommends Planning Commission use this work session to become familiar with the site plan and proposed improvements at Walter Byron Park including the requirements of sub-section 180-6.7.4.B, of the Frisco Unified Development Code.

**Suggested Motion:** No motion or action by the Planning Commission is required.

**Attachments:**

Exhibit A: Concept Plan with Limits of Work for Walter Byron Memorial Park

Exhibit B: Walter Byron Restroom Plans

Exhibit C: Letter from Bill Linfield, Town Engineer