



## PLANNING COMMISSION MEMORANDUM

June 5, 2025

AGENDA ITEM: Planning File No. MAJ-25-0005: A sketch plan review of the Major Site Plan Application for a proposed new building for Well 7 PFAS Mitigation Improvements.

LOCATION: 612 Recreation Way / TR 5-78 Sec 36 Qtr 2 Acres 209.1800

ZONING: Parks and Recreation District (PR)

APPLICANT: Chris McGinnis, Public Works Director/Town Engineer

OWNER: Town of Frisco

TOWN STAFF: Kris Valdez, AICP, Principal Planner  
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### PROJECT UPDATE AND DESCRIPTION

The applicant, Chris McGinnis, Public Works Director/Town Engineer for the Town of Frisco, hereinafter referred to as the "Applicant," has submitted a sketch plan review for a proposed new building for Well 7 PFAS Mitigation Improvements. The application materials are included as Attachment A and are herein referred to as the "Application."

### BACKGROUND

The subject property, hereinafter referred to as the "Property," is a 209.18-acre lot developed for recreation and located near 612 Recreation Way. The Town of Frisco owns and maintains the existing "Well 7" located at 614 Recreation Way at the Peninsula Recreation Area. While Well 7 was drilled and constructed in 2005, the existing pump house structure was not built until 2018. The existing structure is approximately 17 feet in height and 375 square feet. In 2022, the Town of Frisco detected polyfluoroalkyl substances (PFAS) at Well 7 and subsequently turned off the operation of Well 7. Since the detection of PFAS, the Town has been designing a mitigation system to remove PFAS from the water source.

The proposed design utilizes Granular Activated Carbon (GAC) vessels to remove PFAS from the water. The treatment vessels are approximately 13 feet tall and 12 feet in diameter, requiring a significant building to house the vessels. The project will consist of a 1,458 square foot building which extends 17 feet above finished grade (18 feet above existing grade) and 7 feet below grade and will contain treatment vessels, pumps, chemical storage, piping, and other utility equipment. The design matches the finishes and height of the Well 7 pump house. The new building will be located south of the existing building and will utilize the existing driveway to the pump house. Most of the site disturbance will occur within a previously disturbed area. While tree removals will be required for the project, tree replacement is planned to preserve vegetation and screening.



## SKETCH PLAN REVIEW

A sketch plan review provides the Planning Commission with an opportunity to give feedback on various aspects of a development proposal. This feedback includes proposed land uses, parking arrangements, traffic circulation, architectural design, landscape design, and how well the project fits in with the surrounding neighborhood. The process also allows the Applicant to incorporate the commissioners' feedback and make necessary adjustments to their proposal before submitting a full Major Site Plan application. If the proposal lacks sufficient information or if significant changes are suggested, the Planning Commission may ask the Applicant to resubmit the sketch plan for further review.

It's important to note that presenting a sketch plan does not guarantee approval of a site plan or confer any vested rights.

The Planning Commission will also review the complete Major Site Plan application. At that time, it will be thoroughly assessed for compliance with the 2025 Comprehensive Plan and the Frisco Unified Development Code, herein referred to as the "Code."

## ANALYSIS – 2025 Comprehensive Plan

The following elements of the 2025 Comprehensive Plan apply to the review of the Application:

**Goal R.1:** *Conserve and manage freshwater resources efficiently to ensure sustainable water availability and meet the community's long-term needs.*

**Goal R.2:** *Strengthen wildfire and hazard mitigation efforts and improve infrastructure resiliency to protect the community.*

**Goal R.3:** *Manage development in relationship to water and sewer capacity.*

The PFAS treatment project at Well 7 helps the Town of Frisco achieve its goals of conserving freshwater, improving infrastructure, and managing water usage. By installing a Granular Activated Carbon (GAC) system to clean a previously contaminated water source, the Town is taking important steps to ensure a sustainable water supply and protect public health. The new treatment facility is designed to strengthen infrastructure by addressing environmental issues like PFAS, while also using existing structures and minimizing new impacts. Additionally, the Application is utilizing a disturbed area, replacing trees to maintain natural screening, and maintaining access through current infrastructure, all supporting balanced growth with the Town's water capacity.

A complete Application review will occur during the Final Site Plan application process.

**ANALYSIS – PARKS AND RECREATION (PR) ZONE DISTRICT [§180-18]**

The requirements of the Parks and Recreation District apply to the review of the Application 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.”*

**Permitted and Conditional Uses:** “Public buildings and uses,” such as the proposed Application, are conditional uses in this zone district. The Applicant is applying for conditional use with the Final Site Plan application.

**Minimum Lot Area:** N/A

**Minimum Lot Frontage:** N/A

**Dimensional requirements:** In the PR District, all buildings shall be at least thirty (30) feet from any property line. The Application meets this standard.

**Maximum Building Height:** In the PR District, the “Maximum building height: twenty-five (25) feet. Upon Planning Commission approval, the maximum height of up to thirty-five (35) feet may be permitted when necessary to accommodate special recreation specific needs...”

The proposed building height appears to be less than 25 feet, and the Application states that the maximum height is 17 feet from the finished grade and 18 feet from the existing grade. However, the building height will need to be provided on the building elevations at the time of the Final Site Plan Application.

**Density:** N/A

**Lot Coverage:** N/A

**ANALYSIS – USE STANDARDS [§180-5]**

**Permitted and Conditional Uses:** In the Parks and Recreation District (PR), a variety of recreational and institutional uses are permitted including activities for conservation of natural

resources and the environment, active recreation, marina, open space, parks, and passive recreation. There are two use categories which the proposed structure could fall under:

*Public Improvement.* Any improvement, facility, or service, together with its associated site and any right-of-way necessary to provide transportation, drainage, utilities, or similar essential services and facilities, that is usually owned and operated by a government entity or agency.

*Public Utility Facilities.* Major buildings, structures, and facilities including, but not limited to, generating and switching stations, electrical substations, water or sewer pumping stations, and telephone exchanges, related to the furnishing (storage and transportation) of utility services, including, but not limited to, electric, gas, telephone, cable, water, sewer, and public transit, to the public. Major public utility facilities located in rights-of-way or easements are not uses required to be zoned.

Staff has made a determination that the proposed use should be classified as a “public utility facility”. In the PR District, “public utility facility” is a conditional use. The applicant will submit a conditional use application for a “public utility facility” with the full Major Site Plan application.

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

**Drainage Plan** (§180-6.6): The Town Engineer, or a representative, will review the drainage plan submittal and provide comments to the Planning Commission at full site plan review.

**Access** (§180-6.11): All vehicle access shall comply with the standards set forth in Chapter 155, Minimum Street Design and Access Criteria. Where development abuts a Town road, the location and design of access points to the road must be approved by the Frisco Public Works Director. The existing parking area and access road will be used for the facility.

**Non-vehicular Access Requirements** (§180-6.11.2): The non-vehicular access requirements promote the use of non-vehicular modes of transportation by connecting non-vehicular pathways throughout the Town. The perimeter trail will cross the access drive, which will also serve as construction access. A temporary detour will be in place for the perimeter trail during construction.

**Traffic Study** (§180-6.12): Frisco Town Code requires a traffic study due to the Conditional Use Permit requirement.. Town Code, 180-6.12.2 states that Town Staff are to determine the extent of a traffic study based upon the type, scale, and location of the development proposed. Due to the fact that the structure will only be utilized by Town employees employed through Public Works and the Water Division, staff has determined that a traffic study is not necessary for this structure.

**On-Premise Parking Requirements** (§180-6.13.3.D.): The following is a preliminary parking analysis:

The proposed public utility facility to be utilized for water treatment is not a listed use category in *Table 6-1, Required Number of Parking Spaces by Land Use* of the Unified Development Code. Pursuant to §180-6.13.3.B, Other Unlisted Parking Requirements:

*As determined by the Director or Planning Commission, as applicable to the application decision maker. The Director and Planning Commission shall be guided by the comparison with the parking requirements for similar uses which are listed.*

The Application shows one (1) existing surface parking space provided. Staff find that the one proposed space is sufficient due to the unique use of the structure. If additional employees are needed for maintenance within the facility, they would utilize the existing parking lots in the area.

Staff recommends that the Planning Commission provide feedback at sketch plan review regarding whether they find adequate parking exists and no new parking is required in association with the proposed structure.

**Accessible Parking** (§180-6.13.H): Accessible parking spaces are provided in the existing paved lot most frequently utilized by users of the Nordic Center building. The proposed structure will not require new accessible parking spaces.

**Bicycle Parking** (§180-6.13.4): All mixed-use and non-residential development must provide at least 20% of the amount of required parking in bicycle spaces, with a minimum of five bicycle parking spaces, in an appropriate location. Bicycle parking is already provided in proximity to this facility in connection with the other uses on the PRA. No additional bicycle parking is required for this facility.

**Snow Storage Areas** (§180-6.13.7): Snow storage must be provided on premises in the amount of twenty-five percent of paved surface area and any unpaved parking and driveway areas, including uncovered decks. Snow storage areas must be located lengthwise adjacent to the applicable area, with a minimum of 8 feet in width. There is sufficient area for snow removal for the proposed access and parking space; however the application materials must still show snow storage areas when the Final Site Plan is submitted.

**Landscaping and Revegetation** (§180-6.14): *Public Projects. For projects undertaken by the Town or projects which will serve a public purpose and benefit such as, but not limited to: public parks, recreation areas and rights-of-way, the amount of trees and shrubs required shall be determined by the Town. The Town shall be guided by the comparison with similar uses within Town or within the region to determine appropriate landscaping requirements.*

Per the Application, tree removals will be required for the project, but tree replacement is planned to preserve vegetation and screening. The Final Site Plan review will provide further details on proposed plantings.

The application materials will be required to comply with the Firewise program, including defensible space zones, as regulated by Summit Fire & EMS at the time of building permit review.

**Outdoor Lighting** (§180-6.16): Outdoor lighting installed for new structures shall be full cut-off fixtures and be positioned so that there is no direct light emission onto adjacent properties.

If lighting is necessary, full-cutoff light fixtures for outdoor lighting are required. A lighting plan was not provided with this Application. For the Final Site Plan application, a lighting plan or a detailed narrative describing the lighting will be required.

**Refuse Management** (§180-6.17): All commercial, mixed-use, and multi-family residential development projects containing five or more units shall utilize dumpster enclosures to store all refuse, recycling, grease traps, and compost collection. Dumpster enclosures shall provide space for the collection and storage of recyclable materials, including compost, in an amount equal to the space provided for the collection and storage of trash materials. Existing dumpsters and associated enclosures are provided on the property in conjunction with other structures. At the

time of Final Site Plan review, the application materials will be required to provide information on whether existing facilities are sufficient or if new facilities are proposed. If new trash and or recycling facilities are required, then they shall comply with the Frisco Town Code.

**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. Mixed-use development must comply with the non-residential development standards.

**A. Compatibility with Neighborhood Character (§180-6.21.3.A):** Compatibility shall be achieved through proper consideration of scale, design, proportions, site planning, landscaping, materials and colors, and compliance with the standards in this section. Compatibility of development on Main Street shall be determined based on proper consideration of the above stated features of nearby properties on Main Street rather than properties on other streets.

The new treatment building is designed to match the existing Well 7 pump house in height (17 feet), materials, and overall appearance. The structure is proposed to be lower in height than the existing buildings in the vicinity, including the day lodge and slopeside hall. Materials and finishes (stone wainscot, fiber cement siding, standing seam metal roof) are consistent with the style and character of the existing site. The Application maintains the current access and uses the previously disturbed area, minimizing visual and environmental disruption.

**B. Façade Standards (§180-6.21.3. B):** All building elevations must employ varied articulation of wall surfaces. Each street-facing façade shall include one or more deep eaves or overhangs, at least 24 inches in depth. Each street-facing façade or 75-foot portion of a street-facing façade must use at least 4 of the following:

- Balconies, porches, or patios;
- Building elements that provide shelter from natural elements;
- Offsets, insets, bays, or other similar architectural features to add a variety of depths to the wall plane;
- A change in texture or material, provided all exterior wall textures and materials are consistent with the overall architectural style of the building;
- Variation in roof planes or roof forms, including dormers or gables;
- Variation in window sizes and shapes; or
- Prominent building entrance features.

The building elevations in the Application show multiple required features:

- Deep roof overhangs (≥24 inches).
- Stone wainscot and lap siding provide texture/material variation.
- Offsets and brackets articulate the wall surface and add depth.
- Standing seam metal roofing introduces variation in the roof form.
- Translucent insulated fiberglass windows and prominent entries contribute to architectural interest.



Perspective - Southwest Corner



Perspective - Southeast Corner



Perspective - Northwest Corner



Perspective - Northeast Corner

**D. Roof Standards** (§180-6.21.3.D): The intent of the Roof Standards is to ensure that roof elements are compatible with or complementary to existing historic or contributing buildings in the area and to encourage visibly pitched roofs or roof elements.

Flat roofs must be augmented with pitched roof elements. Pitched roof elements must vary by a minimum of two feet in elevation and have a minimum pitch of 4/12. Ridgelines must change elevation by at least two feet for each 27 feet of building length. Roof lines must be designed to not deposit snow onto required parking, sidewalks, stairways, decks, balconies, or entryways. Metal roofs must be standing seam, low-gloss finish, or capable of weathering to a dull finish. Rooftop mechanical equipment must be screened in a manner that is compatible with and similar to the colors and materials of the building or roof.

The roof features a pitched standing seam metal design, characterized by varied elevations and architectural compatibility. Its pitch and form adhere to the minimum requirement of a 4/12 pitch, incorporating elements such as dormers and elevation changes. Snow guards and thoughtful design features are implemented to reduce snow shedding over crucial access points. Rooftop mechanical systems are either enclosed or integrated into the design to minimize any visual disruption. The material used is standing seam, pre-finished metal with a low-gloss finish.

**E. Building Material Standards** (§180-6.21.3.E): Building materials must be predominantly natural. Steel is allowed as an accent material, with a matte finish or a finish proven to fade and not be reflective. Tinted, colored, or opaque glass may be approved when demonstrated to be compatible with the purpose of this section.

Materials consist of natural stone, cementitious fiberboard, and standing seam metal roofing. The metal components feature matte finishes to comply with Code requirements. These materials align with the existing Well 7 building, enhancing visual consistency and quality.

**G. Design Variety** (§180-6.21.3.G): Building designs that duplicate, or are substantially similar to existing or proposed structures within a 300 foot radius of the property are not allowed. Where a proposed building contains multiple identical units, the building design shall provide architectural differentiation from the duplication of units.

While the new building is visually consistent with the existing Well 7 facility, it is not part of a repeated pattern of multiple units or duplicative façades. Given the limited nearby structures, the design maintains appropriate variety and contextual relevance.

**I. Parking and Loading** (§180-6.21.3.I): Since only one dirt parking space is proposed with this project, staff finds that the nonresidential development standards for parking and loading are not applicable to this project.

**J. Amenities** (§180-6.21.3.J): The purpose of this section is to enhance development with the amenities that promote alternative modes of transportation and provide community gathering spaces.

The Application isn't a typical commercial building, but it includes nearby trails (both paved and dirt), disc golf course, baseball fields, and green spaces with tree planting to keep the area natural and accessible for everyone.

**Bulk Standards** (§180-6.23 and §180-6.21.C): Table 6-K of the UDC outlines bulk plane requirements. No bulk plane designs are required within the Parks & Recreation District, with the exception of the Marina. This standard is not applicable.

## **CONDITIONAL USE PERMIT Section [§180-5.2.13.]**

*Conditional uses are land uses that, because of their unique character, size, operating characteristics, and potential impacts, must undergo special review with the potential for conditional approval in order to be undertaken in a particular zoning district. The conditional use process allows for the integration of certain land uses within the Town based on appropriate conditions imposed by the Planning Commission. Review is based primarily on compatibility of the use with its proposed location and with surrounding land uses and by reviewing the impacts a conditional use may have. Conditions are intended to minimize or ameliorate any negative circumstances that might arise by the use. Conditional uses shall not be allowed where the conditional use would create a nuisance, traffic congestion, a threat to the public health, safety, or welfare of the community or a violation of any provision of the Town Code, state law, rule, or regulation promulgated pursuant thereto.*

The Application will require a Conditional Use application when the Final Site Plan Application is submitted. The Conditional Use application will need to address the following criteria when submitted:

- 1. The conditional use is consistent with the purpose and intent of the zone district in which it is proposed to be located, furthers the applicable goals of the Frisco Community Plan, and is a desirable use that will contribute to the general welfare of the community; and*
- 2. The conditional use is compatible with the mix of development in the immediate vicinity of the parcel in terms of density, height, bulk, architecture, landscaping, and open space, as well as with any applicable adopted regulatory master plan or PUD; and*
- 3. The conditional use is consistent and compatible with the character of the immediate vicinity of the parcel proposed for development and surrounding land uses and enhances the mixture of complementary uses and activities in the immediate vicinity of the parcel proposed for development; and*
- 4. The location, size, design and operating characteristics of the proposed conditional use minimizes adverse effects, including visual impacts, impacts on pedestrian and vehicular circulation, parking, refuse and recycling services/area, service delivery, noise, vibrations and odor on surrounding properties; and*
- 5. There are adequate public facilities and services to serve the conditional use including but not limited to roads, potable water, sewer, solid waste, parks, police, fire protection, emergency medical services, hospital and medical services, drainage systems and schools; and*
- 6. The Community Development Director may recommend and the Planning Commission may impose such conditions on a conditional use that are necessary to maintain the integrity of the Town's Zone Districts and to ensure the conditional use complies this Chapter; is compatible with surrounding land uses; and is served by adequate public facilities. This includes, but is not limited to, imposing conditions on size, bulk, location,*

*open space, landscaping, buffering, lighting, signage, off-street parking and other similar design features, the construction of public facilities to serve the conditional use and limitations on the operating characteristics and hours of operation.*

#### **REFERRAL COMMENTS**

The referral will be done at the Final Major Site Plan review.

#### **STAFF RECOMMENDATIONS**

Staff recommends that the Planning Commission provide the Applicant feedback on the Application submitted in the context of the recommendations and requirements of the 2025 Comprehensive Plan and the Frisco Town Unified Development Code.

#### **ATTACHMENTS**

Attachments:

Attachment A – Application Materials for Sketch Plan

cc: Chris McGinnis