

Summit Stage
780 Little Beaver Trail Housing Renovation
PUD Application Submission

Ned West
Sr. Town Planner
275 Lake Dillon Drive
Dillon, CO 80435

March 31, 2023

Dear Ned,

On behalf of Summit Stage, a division of Summit County, we are pleased to provide you with a PUD application for the renovation of the residential units at 780 Little Beaver Trail Rd., Dillon CO to be renovated to provide higher density and higher quality housing units for Summit Stage Staff. This important project will play a critical role in allowing the Summit Stage to better retain employees to maintain vital transportation services in our community. We appreciate the consideration of the Town of Dillon to allow this vital project to move forward. We appreciate the collaboration to date and look forward to working with the Town as a vital stakeholder to realize this project.

In addition to the PUD plan sheets, we have provided a written narrative discussing each of the PUD requirements outlined in the Town of Dillon Municipal code. We have structured these narratives as responses to Sections of Article V – Planned Unit Development Code Requirements. Our responses are formatted in blue font.

We appreciate the partnership and collaboration with the Town of Dillon and will respond to questions or concerns in a timely manner.

Summary of PUD Drawings and Exhibits

PUD Drawings

- CS Cover Sheet
- Survey
- A001 Code Data, Notes & Calcs
- C100 Existing Conditions Plan
- C101 Demolition and Erosion Control Plan
- C102 Civil Site Plan
- C103 Grading and Drainage Plan
- A111 Site Plan, Area Calcs & Notes
- A201 Existing/Demo Lower Floor Plan
- A211 Existing/Demo Ground Floor Plan
- A212 Existing/Demo Upper Floor Plan
- A213 Existing/Demo Floor Plans @ Storage and Deck
- A220 Proposed Lower Floor Plan
- A221 Proposed Ground Floor Plan
- A222 Proposed Upper Floor Plan
- A223 Proposed Floor Plans @ Storage & Deck
- A301 Existing Exterior Elevations
- A302 Existing Exterior Elevations
- A303 Existing Exterior Elevations
- A304 Proposed Exterior Elevations
- A305 Proposed Exterior Elevations
- A306 Proposed Exterior Elevations
- A311 Proposed Exterior Perspectives

Exhibits

- Exhibit A – Traffic Impact Study
- Exhibit B – Exemption Packet_780 Little Beaver Trail_6.15.21
- Exhibit C – PZ 05-22 Resolution Amending Exemption for Summit Stage for Increased Density
- Exhibit D – Wetland Delineation Report
- Exhibit E – Dedicated Easements
- Exhibit F – Property Deed

[LINK TO ALL PUD EXHIBITS](#)

Sec. 16-5-120. PUD development standards.

- (a) Minimum site size. There shall be no minimum number of units or acres which may constitute a PUD. A PUD may be established on any sized parcel, provided that it has an adequate building site and can meet the objectives of this Article.

[We understand our project must adhere to the Town of Dillon PUD process.](#)

- (b) Compatibility with neighborhood. The Town shall evaluate the relationship of the PUD to its surroundings in order to consider adverse effects concerning traffic circulation, building height or bulk, visual impact or intrusion into privacy of neighboring properties. The evaluation criteria will include, but not be limited to, the following:

- (1) Size and location of site.

[Refer to Sheet A001](#)

- (2) Street capacities in the area, and ingress and egress to adjoining streets.

[Refer to Exhibit A – Traffic Impact Study](#)

- (3) Location and amount of off-street parking.

[Refer to Sheet C102](#)

- (4) Internal traffic circulation.

[Refer to Sheet C102 and Exhibit A - Traffic Impact Study](#)

- (5) Fencing, screening and landscaping.

[Refer to Sheet A111](#)

- (6) Building bulk and location on site.

[Refer to Sheet C102](#)

- (7) Usable open space.

[Refer to Sheet C102 & A111](#)

- (8) Signs and lighting.

[Refer to Sheet A111](#)

- (9) Environmental impacts.

[See Narrative below](#)

- (10) Impacts to facilities and utility systems.

[Refer to Sheet C102](#)

- (11) Hours of operation.

[NA – Proposed project is for 100% residential use.](#)

- (12) Size of operation.

[NA](#)

- (c) Side setback. A periphery yard adjacent to the exterior boundaries of the PUD shall be at least as deep as those required by the yard regulations of the underlying zoning district unless the Planning and Zoning

Commission and the Town Council find that equal protection will be accorded to adjacent parcels through specific features of the approved plan.

The proposed project involves renovating an existing structure to include additional and higher quality housing units. This renovation will not impact the exterior footprint of the building, impacting setbacks already in place. The existing site contains two utility easements. Each run along the east and west property boundary and is offset 5' along the property line.

On June 4, 2021, the Dillon Planning and Zoning Commission granted Summit County an exemption to the front street setback of 25 feet for an existing structure. The zone requires a front setback of twenty-five feet. D.M.C. § 16-3-170(6). Based on County Building Department records, the structure was constructed, inspected and given a certificate of occupancy despite being located within seventeen feet from the front lot line. See Exhibit B. Pursuant to the code, "a nonconforming building may continue to be occupied." D.M.C. § 16-4-80. County requests that the Town of Dillon permit continued occupation of the existing nonconforming structure. This resolution is included as Exhibit B - Exemption Packet 780 Little Beaver Trail 6.15.21

- (d) Open space. Open space shall be adequate in terms of location, area and type for the recreational and leisure use of the visitors and the population occupying the PUD and shall be designed to enhance the present and future value of the development. PUDs that overlay the residential zones (RH, RM, RL and RE) may cluster the required percentage of open lot area or required open space in common public or private open space.

All designated open space locations are reflected in Sheet A111. The existing site provides walkable areas around the perimeter of the building that are designated as open space.

- (1) Open space. Open space in a PUD means the land area to be used for scenic or open recreational purposes within the development.
 - (2) Open space does not include street rights-of-way, driveways, parking areas, required setbacks or public service easements unless these areas have some special recreational design or purpose.
 - (3) To the maximum extent possible, the PUD plan and program shall ensure that natural features of the land are preserved, and landscaping is provided.
 - (4) In order to ensure that open space will be permanent, dedication of development rights to the Town for open space use may be required.
 - (5) In the event the common open space is owned and maintained by the property owners within the PUD, or by an organization chosen for maintenance, and the owners or organization fail to maintain the common open space in reasonable order and condition in accordance with the PUD development plan, the Town may serve written notice setting forth the manner in which the common open space has been improperly maintained and demanding that such deficiencies be cured within thirty days thereof. If the maintenance has not been corrected within the prescribed timeframe, the Town may, in accordance with Section 24-67-105(c), C.R.S., proceed with remedying the situation.
- (e) Density. Density allowed within a PUD shall generally be consistent with the underlying zone, but may be increased by the Town based on a finding that the project implements the goals of the Comprehensive Plan and does not create undue hardships, safety issues or nuisances within the community. Buildings utilizing vertical mixed uses are encouraged in the Core Area Retail (CA) zone.

On September 9, 2022 the Town of Dillon Planning and Zoning Commission approved a resolution to amend the existing exemption approved on June 4, 2021 for our property located at 780 Little Beaver Trail, legally described as Lot 3, Ptarmigan Trail Estates – Unit 1 to be used for 100% multifamily residential housing. This amendment attached to our submission as Exhibit C - PZ 05-22 Resolution Amending Exemption for Summit Stage for Increased Density allowed Summit County to renovate the site for an increased number of residential units. We feel the proposed PUD adheres to the conditions of this approved resolution as well as

the Dillon municipal code requirements. We feel this project qualifies as residential medium density meeting the criteria of between six (6) and fourteen (14) dwelling units to the acre gross density.

- (f) Building height. The maximum height of buildings may be increased above the maximum permitted in the underlying zone district in consideration of the following characteristics of the proposed building:

The maximum height of the buildings will remain the same as its current existing height set at 28 feet and 5 inches above finished grade. This height is taken from the ground floor level of the building which will also be the proposed grade of the site. Due to the slope of the site, the far north end has a greater roof height above finished grade, but this is not reflective of the average height of the building. Sheets A301 – A306 describes the height of the residential units in greater detail.

- (1) Its geographic location;

Please see Sheet A001 of the attached PUD plan set.

- (2) Visual effect on adjacent sites or other areas in the vicinity;

Please see Sheet A311 of the attached PUD for isometric renderings of the building.

- (3) Potential problems for adjacent sites caused by shadows, loss of air circulation or loss of view;

NA – the building footprint will not change. Site improvements will not significantly impact views, shadows, or air circulation.

- (4) Influence on the general vicinity with regard to extreme contrast, vistas and open space;

The proposed improvements to the site will not impact vistas or change the overall aesthetic of the existing building. Additionally, Summit County is committed to accommodating a sidewalk along Little Beaver Trail or the potential for a walking path across the wetlands on the property site.

- (5) Uses within the proposed building; and

All uses for the proposed building will be restricted to medium density residential dwellings. All uses will adhere to the restricted uses in section 16-3-130 of the Town of Dillon Municipal Code.

- (5) Fire protection capacities.

The new building will be designed to meet the Summit Fire code requirements.

- (g) Subdivision lot sizes. Minimum area, width, depth and frontage requirements for subdivision lots in a PUD may be less than the minimum specified in the underlying zone if in accordance with the approved PUD development plan and the Town's adopted Comprehensive Plan. Each private lot shall contain an acceptable building site. The clustering of development with useable common open areas shall be permitted to encourage provision of and access to common open space, save street and utility construction and maintenance costs and accommodate building types which share common side walls.

NA

- (h) Street circulation system. The PUD shall provide an adequate internal street circulation system designed for the type of traffic generated, safety, convenience and access. Private internal streets or circulation may be permitted, provided that adequate access for police, fire and emergency vehicles is maintained; streets are named in a logical fashion to avoid confusion; and provisions for using and maintaining such streets are imposed upon the private users and approved by the Town. Bicycle pathways and bicycle storage shall be provided for if appropriate.

The new site parking lot accommodates improved circulation for residential vehicles and emergency responder vehicles. The dimensions of the parking lot can be found on Sheet C102. Additionally, the proposed grading of the driveway brings the entire entrance and parking area up to the current code.

- (i) Off-street parking. The number of off-street parking spaces for each use in a PUD may vary from Article VI of this Chapter based on consideration of the following factors:
- (1) Estimated number of vehicles to be used by occupants of dwellings in the PUD;
The new site contains 13 parking spaces for 8 residential units on the site. Parking Calculations are shown on sheet A111.
 - (2) Temporary and permanent parking needs of non-dwelling uses;
All 13 parking spaces are designed to accommodate permanent parking needs.
 - (3) Varying time periods of use whenever joint use of common parking areas is proposed; and
NA
 - (4) Parking and storage needs for recreational vehicles, including but not necessarily limited to campers, camper shells, boats, travel trailers and snowmobiles.
None of these vehicle types will be allowed to park on the new site. Tenants will be restricted from storing the vehicles described in section 4 on the property.
- (j) Pedestrian circulation. The PUD shall provide pedestrian ways throughout the PUD that allow residents and visitors to walk safely and conveniently among areas of the PUD and provide for connections to the PUD from the adjacent neighborhoods and in conformance with adopted Town recreational and pathway plans.
Summit County is committed to improving walkability of the site and improving safety for pedestrians. The new site has been designed to allow for a new sidewalk along Little Beaver Trail Road. Though this sidewalk is not part of the proposed project, Summit County is committed to working with the Town of Dillon to allow construction of a sidewalk in the future.
- (k) Landscaping. The PUD shall provide for landscaping that is appropriate for the uses in the approved PUD development plan and compatible with area landscaping and streetscape plans.
The primary objectives for Summit County are to increase the quantity and condition of housing units on the property, adhere to the Town of Dillon parking requirements for the quantity of units proposed, and to preserve the wetlands designated on the site. As a result of prioritizing these goals in the PUD application, there is limited space available for landscaping. Proposed landscaping and plantings will include native grasses and shrubs around the onsite circulation as well (4) new aspens trees in a planter along the low side of the retaining wall at the units as shown on A111. The existing site already contains two mature spruce trees and 5 mature aspen trees along the east edge of the property line. Summit County and their general contractor will preserve these trees as part of the construction project. Additionally, the Town will plan native seed and brush along the new parking lot and any areas disturbed by construction activities. No construction activities will impact any portion of the designated wetlands.
- (l) Phasing. Phasing of construction within a PUD may be permitted, provided that each individual phase is designed and developed to exist as an independent unit, and that the construction and improvement of common open space and site amenities shown on the development plan proceed at the same rate as the construction of dwellings and other permitted land uses. Each phase of development within a PUD shall be so planned and so related to existing surroundings and available facilities and services that failure to proceed to a subsequent stage will not have a substantial adverse impact on the PUD or its surroundings. Any phasing shall be approved by the Town Council.
All construction activities will occur in a single phase.
- (m) Wetlands Buffer Areas. The PUD shall provide adequate wetlands buffer areas to protect the wetlands from damage during and after construction activities. The Required Wetlands Buffer Areas set forth in Section 5 of Appendix 17-C "Wetland Regulations," of the Dillon Municipal Code of the Town of Dillon, Colorado may be reduced to a minimum of five (5) feet from edges of any type of wetlands area except those specifically identified as fen wetlands. The required wetlands buffer area for fen wetlands may not be any less than one

hundred fifty (150) feet. In order to reduce the wetlands buffer area, the applicant must submit a written report for approval containing the following information:

- (1) A topographic survey drawing showing the delineated wetlands boundary in relation to the property boundaries and other existing surface features on the property.

Please reference the submitted plans which include a copy of the survey on Sheet 1.

- (2) The applicant must submit a copy of the accompanying wetlands delineation report.

Please reference Exhibit D–Wetlands Delineation Report

- (3) A narrative and description on how the wetlands will be protected during and after construction, and how the proposed development will not adversely affect the health of the wetlands.

Summit County will work with their General Contractor to ensure wetlands are protected during construction. A Storm Water Management is included in the Erosion Control Plan, Sheet C101, and Grading and Drainage Plan, Sheet C103. Upon mobilizing on the construction site, the Contractor will install silt fence adjacent to the wetland to prevent sediment from earthwork disturbance from entering the wetland. Areas not adjacent to the wetlands will have straw waddles installed to prevent sediment from leaving the construction site. Silt Fence has been found to be the preferred erosion control measure when disturbance is adjacent to wetlands. These two perimeter erosion control measures will remain in place throughout the duration of the construction efforts. Additionally, the new site plan calls for a water quality pond near the wetland delineation to capture runoff from the project site. This pond will be one of the first improvements made to the site to better protect the wetlands from runoff. Finally, a construction fence will be installed at a 5-foot buffer from the wetlands to prevent anyone from storing materials on or near the designated wetland areas. Summit County will obtain a storm water permit before mobilizing on the project site. Finally, the entrance of the project site will contain a vehicle tracking pad. The Storm Water Management Plan will be reviewed with the Town of Dillon Engineer before mobilization of the site begins.

The site is also designed to protect the wetlands areas after construction is completed. This includes the water quality pond at the north end of the site. This pond is designed as a pre-treatment measure that includes a sedimentation basin, vegetated swales and buffer strips. Riprap made of natural rock is specified only where vegetation cannot control erosion. There are no storm drains on site that discharge directly into a wetland.

Our team is committed to ensuring plantings are established on the new site. Especially near the Wetland buffer which will consist of new aspen trees and native seed. Summit County will enforce a one year warranty on all plantings and has a dedicated landscape crew that can ensure plants are established. The plantings are specified as native species, so that once established maintenance should be minimal.

The biggest concern potentially impacting the wetland buffer would be excessive snow storage on site that is accidentally pushed into the wetland area. To prevent this, the county will remove snow from the project site after on site snow location near capacity.

The project has retained a wetland consultant, Birch Ecology to provide the wetland delineation according to standards of the 1987 U.S.A.C.E. Wetlands Delineation Manual.

- (4) A narrative on how the wetlands buffer area and the wetlands will not be utilized for the storage of snow removed from buildings, streets, sidewalks and parking areas and what steps they will take to ensure compliance with their tenants and snow removal personnel. This narrative should also include a discussion on how snow melt and storm runoff from these areas will be handled to protect the wetlands area.

The biggest concern potentially impacting the wetland buffer would be excessive snow storage on site that is accidentally pushed into the wetland area. To prevent this, the county will regularly monitor snow storage on the site and before accumulation becomes excessive, they will haul off snow to a site

designated by the Town of Dillon. Summit County will manage snow removal internally and ensure staff are always aware of this requirement. No tenants we be responsible for snow removal.

In order to prevent snow melting and storm runoff from impacting the wetland areas, we will install a water quality pond that will encompass the full length of the edge of the parking lot adjacent to the wetlands. This water quality pond will have a riprap spillway for major runoff events. The site will also contain one storm drain that will discharge into this pond. This is designed to limit any user responsibilities to protect wetlands.

- (6) A narrative on how the proposed development conforms with any current restrictions or conditions of approval put on a particular wetlands by the Town or any state or federal governmental agency. In some cases final approval from a federal government agency may be required.

Our team has submitted an inquiry for the requirement of the site to retain all runoff from a 100-year flood event. Our team has initiated an open dialog with the Town engineer and Town Planner to finalize this design component.

The site plan is improving the current conditions of the site by paving the parking lot and routing all stormwater runoff from the parking lot and sidewalk through a water quality pond before outfalling to the wetland.

(n) Parking Lot Design Standards.

- (1) Parking Lot Grades: The PUD shall provide parking lot grades that are suitable for use in Dillon's severe snow and ice climate. Parking lot grades may be increased beyond the maximum requirements outlined in Section 16-6-60 of the Dillon Municipal Code of the Town of Dillon, Colorado, if the owner provides a written statement justifying the reasonableness of the grades proposed in the PUD proposal and includes language holding the Town of Dillon, its officers and employees, harmless from any adverse effects and claims arising from the steeper grades.

A variance to section 16-6-60 of the Dillon Municipal Code of the Town of Dillon is being requested for parking lot grades based on the steepness of the site. The maximum grade for parking spaces and drive aisle is shown at 5% in any direction. See Sheet C103 of the PUD.

- (2) Parking Garage Ramp Grades: As part of a PUD, parking lot ramp grades with a maximum longitudinal slope of twenty percent (20%) may be considered. A snowmelt system is required for grades in excess of ten percent (10%).

The parking lot ramp grad has a longitudinal slope of 10.00%. Sheet C103 of the PUD plan set.

- (3) Parking Garage Ramp Widths: As part of a PUD, a parking garage access ramp may be reduced to a minimum of twenty (20) feet wide.

The parking lot ramp width is 24' at its narrowest point. Sheet C102 of the PUD plan set.

- (4) Compact Parking Spaces: When a project requires more than forty (40) off street parking spaces, the applicant can designate up to twenty percent (20%) of the commercial or residential parking required for a PUD project as compact parking.

NA

- (5) Backing onto Public Right-of-Way: As part of a PUD and after considering traffic impacts and Town snow storage needs, the Public Works Director may approve off-street parking spaces that back into the Town Right-of-way when all of the following conditions are met:

- a. The property must be located within the Core Area (CA) zoning district.
- b. The Right-of-Way must be a dead end right of way and may only be connected to another Town Right-of-Way at one (1) end.

- c. The applicant shall provide snow storage on the PUD parcel for the Town's use or install a snow melt system for that Portion of Right-of-Way between the Right-of-Way line and the edge of the asphalt road adjacent to the parking spaces.

(Ord. 09-10 §2; Ord. 18-15 §2)

Sec. 16-5-130. PUD review and approval process.

- (a) Preapplication conference. A conference between the Town Manager and other staff (including any referral agencies deemed appropriate) and the applicant shall take place prior to the submission of any PUD application. The purpose of the conference is to acquaint the applicant with the procedural and submittal requirements of this Article and to acquaint the Town with the developer's intentions.

A Preapplication conference was held on March 21, 2023, at 9:00 AM at Dillon Town Hall. Those in attendance included:

- Ned West, Town of Dillon Sr. Planner
- Fred Newcomer, Stais Architects - Project Architect
- Chris Guarino, Artaic Group - Owners Rep
- John Usery, Artaic Group - Owners Rep.

- (b) PUD Concept Plan. A PUD Concept Plan may be processed as a Level II development application. This step in the PUD approval process is recommended but not required should the developer choose to proceed with the more extensive application for a PUD development plan. The intent of the PUD Concept Plan is to evaluate the general feasibility of a project, including review of the design, the compatibility with the surrounding neighborhoods and conformance with the Comprehensive Plan. In addition to the submittal requirements established in Article II, the applicant shall submit the following materials for Town review:

- (1) PUD Concept Plan narrative describing the general concept of the development, the proposed land uses and density, the proposed development standards that deviate from the underlying zoning regulations and other sections of this Code and the general architectural concept.

Since 1977 Summit Stage has provided ski bus service to the communities of Summit County. At its inception, the service was supported by a coalition made up of Ski the Summit, representatives from the ski areas, Summit County government, and local municipal governments. Service was provided only during the ski season. With the increasing demand for inter-city and year-round transit service, Summit County assumed operation of the Summit Stage in 1989. In 1992, ridership totaled 432,000 passenger trips per year. Today, the Summit Stage serves 1.9 million riders annually. The Summit Stage is the second-busiest rural transit system in Colorado.

Over the last few years, housing for our local workforce has become increasingly out of reach. Mountain and resort communities such as ours face unique challenges regarding housing inventory such as supply constrained by land shortages, labor shortages, high construction costs, the second homeowner market, and short-term rentals. Summit County was experiencing unprecedented business and employment growth before the onset of the COVID-19 pandemic. According to the Summit County Housing Needs Update (the "Study"), a 2020 study funded by the Summit Combined Housing Authority, Summit County will have a housing gap 1) of approximately 2,000 units and 2) Now, in the aftermath of the COVID-19 pandemic, we are seeing industry shifts brought on from remote working options that have only exacerbated the housing shortage.

The Summit Stage is an essential service in our community and the Town is a partner in the governance, funding, and operation of the Summit Stage. The Stage is a free public transit service within the Town and Summit County generally, providing access to our residential areas, town centers, retail areas, ski resorts, and medical centers, among other things. In addition, the Summit Stage operates the only ADA paratransit service in the County.

Similar to many public entities and service industries in Summit County, the Summit Stage is struggling to retain employees. The lack of affordable housing is a major contributor to the workforce shortage and in particular the Summit Stage's difficulty in hiring employees.

In order to begin the process of providing housing for Summit Stage Drivers, the county purchased 780 Little Beaver Trail in the summer of 2021. Unfortunately, summit stage was only able to provide housing for three staff members given the current layout of the building. Summit County has now secured funding to renovate the existing building to create improved and higher density housing within the existing footprint of the building. Approval of this project will greatly increase Summit Stages' ability to maintain service in the community by offering employees dignified housing. We appreciate the Town of Dillons consideration and partnership in this important project.

- (2) PUD Concept Plan illustrations to include twenty (20) 11" x 17" copies and one electronic copy or disk of the following:
- a. A vicinity map illustrating the general location of the proposed PUD.
Please see Sheet A001 of the attached PUD plan set.
 - b. Illustration of the type and location of all proposed land uses and building sites.
Please see Sheet A001 of the attached PUD plan set.
 - c. General plan for circulation, including street, alley and sidewalk or pathway widths and type of surfacing.
Please see Sheet C102 of the attached PUD plan set.
 - d. Location and size of all public and private open space and recreational sites.
Please see Sheet A111 of the attached PUD plan set.
 - e. Identification of existing conditions including existing buildings, easements, vegetation, land use and zoning of the development property and land use and zoning of properties within three hundred (300) feet,
Please see Sheet C100 of the attached PUD plan set
There are three utility easements impacting the site. These were recorded by Summit County as record number 1281549 on September 28, 2021.
- (c) PUD development plan and preliminary plan (with subdivision) application: PUDs shall be evaluated under the Level IV process established in Article II of this Chapter. In addition to, or in combination with, the submittal requirements established in Article II, the applicant shall submit the following materials for Town review: five (5) full-sized 24" x 36" copies, twenty (20) 11" x 17" copies, and one (1) electronic copy or disk of the PUD development plan and preliminary subdivision plan (when appropriate) and accompanying text and documents which shall contain the following:
- (1) PUD development plan maps and other illustrative attachments.
 - a. A vicinity map illustrating the general location of the proposed PUD.
Please see Sheet A001 of the attached PUD plan set.
 - b. Existing and proposed contour map, using two-foot contour intervals for properties with slopes less than twenty percent (20%), or five-foot contour intervals for property with slopes greater than twenty percent (20%).

[Please see Sheet C100 for the existing map and C103 for the proposed map of the attached PUD. The parking lot is elevating requiring retaining walls surrounding the parking lot. Details of these retaining walls can be found on Sheet C102.](#)

- c. Location, widths (or dimensions) and names of all existing or platted streets or other public ways, railroad and utility rights-of-way, utility easements, parks or other public open spaces, and land uses within three hundred (300) feet of the development.

[Please see Sheet C100 of the attached PUD plan set. All easements are recorded with Summit County Recorder under filing 1281549 which is attached as Exhibit E – Dedicated Easements.](#)

- d. Existing sewers, water mains and other underground facilities within and adjacent to the development.

[Please see Sheet C100 of the attached PUD plan set.](#)

- e. Proposed location and capacity of sewers or other disposal facilities, water mains and other underground utilities.

[Please see Sheet C102 of the attached PUD. Our team has scoped the existing sanitary sewer line to ensure that it holds the appropriate capacity for the increased loads.](#)

- f. Erosion control and drainage plan.

[Please see Sheet C101 and C103 of the attached PUD plan set.](#)

- g. Proposed system for handling storm water drainage.

[Please see Sheet C-103 of the attached PUD. In order to prevent snow melt and storm runoff from impacting the wetland areas, we will install a water quality pond that will encompass the full length of the edge of the parking lot adjacent to the wetlands. This water quality pond will have a riprap spillway for major runoff events. The site will also contain one storm drain that will discharge into the pond. This is designed to limit any user responsibilities to protect wetlands.](#)

- h. A preliminary subdivision plan in conformance with Section 17-2-40 of this Code, if the property is proposed to be subdivided.

[NA](#)

- i. A land use plan indicating the location and type of proposed land use, and, when relevant, building envelopes planned for the development and the property boundaries. Attached to this plan shall be a table summarizing all the proposed land uses and their total acreages for the entire property.

[Please see Sheet A001 for the site calculations, Civil sheets, and A111 for site graphics within the PUD plan set.](#)

- j. Location and dimensions of areas proposed to be dedicated or reserved for interior circulation, parking, public parks, playgrounds, school sites, public buildings or other uses dedicated or reserved to the public, if any.

[Please see the PUD plan set.](#)

- k. Location and dimensions of open space that is to be maintained and controlled by the owners of the property and the proposed uses thereof and the open space that is to be dedicated to the Town.

[The full extent of the property is intended to be maintained by Summit County. Summit County understands that a trail intersecting the wetlands on the north side of the property and a](#)

sidewalk along Little Beaver Trail are potential future projects that may impact the site. Summit County is committed to working with the Town of Dillon to dedicate easements to realize these potential improvements in the future. These sidewalk and trail projects are not anticipated to move forward before completion of the proposed improvements in this PUD are completed.

- l. A traffic flow map and traffic study indicating the proposed circulation patterns within and adjacent to the development, including access to any collectors or arterials.
Please see Exhibit A - Traffic Impact Study
 - m. Location and dimensions of all proposed streets, private roadways and alleys.
NA
 - n. Location and dimensions of bikeways, pedestrian walkways, malls, trails and/or easements.
Pedestrian walkways are identified on Sheet C102. These easements are also included as Exhibits E – Dedicated Easements.
 - o. Location, arrangement, number and dimensions of automobile garages and parking spaces, width of aisles, bays and angle of parking.
Please see Sheet C102 of the attached PUD plan set.
 - p. Preliminary architectural plans and elevations of typical buildings and structures, indicating locations, general height, bulk, appearance and number of dwelling units.
Please see Sheets A210 – A411 of the attached PUD plan set.
 - q. A preliminary tree planting and landscaping plan. Live existing trees and groves of trees shall be shown. Trees to be removed by development shall be so marked on the plans and may be required to be flagged in the field.
Please see Sheet A111 of the attached PUD. Three spruce trees will need to be removed in order to build the new parking lot structure. These are reflected on sheet C101 and A111.
 - r. The approximate location, height and materials of all walls, fences and plantings. Elevation drawings of typical walls and fences shall be included.
Please see Sheets C102 – A111 of the attached PUD plan set.
 - s. The phases, if any, of development construction. Each phase shall be clearly marked on the general development plan map.
NA
 - t. A shadow projection, if required by the Town.
NA
 - u. A snow removal plan and areas proposed to be dedicated or reserved for snow storage.
Please see Sheet C102 of the attached PUD plan set.
 - v. Location, arrangement and dimensions of snow shed areas generated by the development.
Please see Sheet C102 of the attached PUD plan set.
 - w. Any other documents as required by the Town.
- (2) PUD development plan narrative and attachments.

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- a. Statement of the basic concept and purpose of the planned development.

[See response in Sec. 16-5-130 \(b\) \(1\)](#)

- b. Narrative explaining environmental issues, including floodplains, severe slopes and other natural hazards, and the mitigation plan for these issues.

[The existing project site contains several hazards that will be addressed as part of the proposed improvements. These are predominately safety hazards.](#)

1. [There exists a steep incline at the driveway into and out of the parking lot onto Little Beaver Trail. This existing grade exceeds a slope of 15% in places. This makes for dangerous conditions existing the parking lot, which is most severe in winter months, when cars must pickup speed out of the parking lot to overcome this steep grade. Our new proposed design will increase the elevation of the overall parking lot to bring this steep grade into the code permitted 10%. The proposed plan greatly increases the safety not only of residents for of all vehicles using Little Beaver Trail.](#)

2. [There are currently no ADA accessible units. Though this project will not designate ADA units, all units on the ground level floor will be ADA adaptable per code requirements.](#)

- c. Tables showing the total number of acres and square footage of floor areas and the percentage of the total area which is designated for each type of land use, including each dwelling type, off-street parking, streets, parking lots, parks, playgrounds, schools and open space, as shown on the proposed development plan.

[Please see Sheet A001 of the attached PUD plan set.](#)

- d. Tables showing the overall density of the proposed residential development and showing density by dwelling type. All density calculations shall be net dwelling units, excluding all land earmarked for public or private rights-of-way and all other lands to be dedicated to the Town.

[Please see Sheet A001 of the attached PUD plan set.](#)

- e. Drafts of appropriate restrictive covenants, including those regarding the maintenance of any common open space, or required dedications or reservations of public open space and of any dedications of development rights.

[NA – all maintenance will be performed by Summit County.](#)

- f. A time table indicating when utility and drainage facilities intended to serve the development are to be installed. If the development is to be constructed in stages, the time table should reflect this.

[NA – All work will take place in a single stage.](#)

- g. A narrative explaining the snow removal plan.

[Summit County will be responsible for snow removal on the site. However, because of the potential for substantial snowfall, the county will remove snow from the project site after onsite snow location near capacity. We understand that the water quality pond on the north side of the site will need to be able to handle snow melt, so we intend not to use this pond for snow storage. All snow storage locations are shown on Sheet C102 of the attached PUD Plan set.](#)

- h. Narrative of the PUD zoning plan establishing the permitted land uses, parcel sizes (if the PUD includes subdivision of land) and dimensions, setbacks, heights and maximum and/or minimum percent coverage.

The proposed project involves renovating an existing structure to include additional and higher quality housing units. This renovation will not impact the exterior footprint of the building, impacting setbacks already in place. The existing site contains two utility easements. Each run along the east and west property boundary and is offset 5' along the property line.

On June 4, 2021 the Dillon Planning and Zoning Commission granted Summit County a exemption to the front street setback of 25 feet for an existing structure. The zone requires a front setback of twenty-five feet. D.M.C. § 16-3-170(6). Based on County Building Department records, the structure was constructed, inspected and given a certificate of occupancy despite being located within seventeen feet from the front lot line. See Exhibit B. Pursuant to the code, "a nonconforming building may continue to be occupied." D.M.C. § 16-4-80. County requests that the Town of Dillon permit continued occupation of the existing nonconforming structure. This resolution is included as Exhibit B – Exemption Packet_780 Little Beaver Trail_6.15.21

- i. Design standards for landscaping, architecture, signage, outdoor lighting and fences.
Design Standards are described on sheet A001 of the PUD Plan Set. All proposed lighting will be specified as "Dark Sky Complaint".
- j. Development phasing plan.
NA
- k. The applicant's proof of ownership of the property and written consent for development as a PUD.
Please see attached Property Deed as Exhibit F – Property Deed. The Deed was recorded as number 1266997 with Summit County on August 10, 2021.
- l. Any other documents as required by the Town.
NA