



LAND USE ADVISORY COMMITTEE MEETING
Zoom Webinar and Town Council Chamber
3 S. Timber Ridge Parkway, Severance, CO 80550

AGENDA
LAND USE ADVISORY COMMITTEE MEETING 2022-07
Wednesday, October 5, 2022, at 6:00 PM

A. CALL TO ORDER

1. Roll Call
2. Pledge of Allegiance
3. Consent Agenda
 - a. 9.07.22 Minutes

B. REGULAR MEETING

1. **Parking and Lighting Code Review**
 - Discussion
 - Staff Presentation: Abdul Barzak, Town Planner
2. **Land Use Code: Density & Subdivision Set Asides**
 - Discussion
 - Staff Presentation: Abdul Barzak, Town Planner

C. COMMUNICATIONS

Commission approval may be sought for administrative actions in association with staff reports.

1. Town Staff
2. Town Management
3. Committee Members
4. Chair

D. ADJOURN

Land Use Advisory committee MEETING
Wednesday, October 5, 2022, 6:00 PM (MDT)

Registration URL
https://us02web.zoom.us/webinar/register/WN_UwjDKGhIQQyvXVnt5bVF_w



LAND USE ADVISORY COMMITTEE MEETING
Zoom Webinar and Town Council Chamber
3 S. Timber Ridge Parkway, Severance, CO 80550

MINUTES
MEETING 2022-06
Wednesday, September 7, 2022, at 6:00 PM

Present:

Chair:	Brittany Vandermark
Vice-Chair:	Karen Hessler
Committee:	Gordon Coombes
	Randy Nicholson
	Wes Larimore
	Rod Simpson
	Chris Pagan (alt)
	Michael Young (alt)

Absent: Sharon Snider, Josh Green, and Mark Anderson

Audience: None

Staff:

Nicholas Wharton, Town Manager
Lindsay Radcliff-Coombes, Deputy Town Manager
Abdul Barzak, Town Planner
Leah Vanarsdall, Town Clerk

A. CALL TO ORDER

1. Roll Call
2. Pledge of Allegiance
3. Consent Agenda

a. 8.03.22 Minutes

MOTION WAS MADE BY LUAC Member Larimore, seconded by LUAC Member Simpson to approve 8.03.22 Minutes . All Committee Members present voting Yes,

MOTION PASSED

B. REGULAR MEETING

1. Commercial Code and Requirement & Vesting Time Limits on Approvals Re-Cap

- Discussion
- Staff Presentation: Abdul Barzak, Town Planner

MOTION WAS MADE BY LUAC Member Nicholson, seconded by LUAC Member Larimore to recommend moving this item forward to Planning Commission; the Commercial Code and Requirement & Vesting Time Limits on Approvals Re-Cap. All Committee Members present voting Yes,

MOTION PASSED

2. Application Process & Development Agreements

- Discussion
- Staff Presentation: Abdul Barzak, Town Planner

Discussion was held regarding the Application Process and Development Agreements to bring these items back before the Land Use Advisory Committee as an Action Item for the October 5th, 2022, Meeting.

C. COMMUNICATIONS

Committee approval may be sought for administrative actions in association with staff reports.

1. Town Attorney
2. Town Staff
3. Town Management
4. Committee Members
5. Chair

D. ADJOURN

MOTION WAS MADE BY LUAC Member Larimore, seconded by LUAC Member Nicholson to ADJOURN at 7:10 pm. All Committee Members present voting Yes,

MOTION PASSED

TOWN OF SEVERANCE

Brittany Vandermark, Chair

ATTEST:

Leah Vanarsdall, Town Clerk



AGENDA ITEM SUMMARY

AGENDA ITEM	SUBMITTED BY	PRESENTED BY
Parking and Lighting Code Review	Abdul Barzak, Town Planner	Abdul Barzak, Town Planner
ACTION REQUESTED		
Community Development and Management asks that the Land Use Advisory Committee (LUAC) review and discuss Parking and Lighting requirement code language.		<u>Discussion</u>
BRIEF SUMMARY		
The Land Use Advisory Committee (LUAC) has previously reviewed, discussed, and directed Town staff with recommendations for Parking and Lighting Requirements within the Land Use Code. Town staff has taken those recommendations and presented them to the Planning Commission, who also provided recommendations. Town staff has then compiled all recommendations and drafted code language to be brought before the Town Council. Town staff wanted to bring this language back to LUAC to see the progression of these items prior to Town Council.		
PUBLIC SUPPORT/CONCERN		
Residents has asked Town staff to increase requirements within the Land Use Code for Parking and Lighting.		
ANALYSIS AND RECOMMENDATION		
The Town Staff is asking for the Land Use Advisory Committee (LUAC) review and discuss Parking and Lighting requirement code language.		
MATERIALS SUBMITTED		
The following materials were submitted and included in this packet:		
1. Lighting Code (For LUAC) 2. Parking Code (For LUAC)		

Lighting.

Sec. 16.16.10. Intent.

The intent of this article is to:

- 1) Provide adequate light for safety and security;
 - 2) Promote efficient and cost-effective lighting to conserve energy;
 - 3) Reduce light pollution, light trespass, glare and offensive light sources
 - 4) Prevent inappropriate, poorly designed, or poorly installed outdoor lighting;
 - 5) Encourage quality lighting design that is functional, aesthetically pleasing, and complementary to the architectural style of buildings; and
 - 4)6) Require light fixture shielding, establish maximum uniformity ratios and establish maximum light levels within and on property lines.
- ~~(1) — Create an attractive lighting system to enhance visibility and safety while minimizing glare and contrast.~~
- ~~(2) — Encourage exterior lighting that is functional, aesthetically pleasing and complementary to the architectural style of buildings.~~

Sec. 16.16.20. Evaluation of exterior lighting.

Exterior lighting shall be evaluated in the development review process to ensure that the functional and security needs of the project are met in a way that does not adversely affect adjacent properties or neighborhoods. The degree to which exterior night lighting affects a property owner or neighborhood will be examined considering the light source, level of illumination, hours of illumination and need for illumination in relation to the effects of the lighting on the adjacent property owners and the neighborhood. All development requiring a site plan or building permit application shall provide a photometric plan to illustrate conformance with Article 16.

- 1) Lighting Plans Required: A lighting plan shall be submitted with any site plan application or building permit application, whichever occurs first, in which outdoor lighting is proposed or required except for a single detached dwelling unit on an individual lot. The lighting plan shall meet all requirements specified in the Lighting Plan Requirements form as maintained by the Community Development Department.
- 4)2) Final Inspection and Certification: Prior to a building permit final inspection or the issuance of a certificate of occupancy, the applicant shall provide certification that the outdoor lighting as installed complies with the approved illumination plan and the requirements of this section unless waived or amended by the Town Manager in writing. The certification shall be submitted in a format prescribed by the Town Manager. The certification affidavit shall be completed by the owner, applicant, or their designee acknowledging the on-site lighting was installed and will be maintained subject to the approved lighting plan.

Sec. 16.16.30. Design standards for exterior lighting.

- 1) LED Light Source Required: Light-Emitting Diode (LED) Light sources shall be required for all site plan and building permit applications. Outdoor lighting shall be L.E.D “Dark Sky” compliant, per the International Dark Sky Association requirements for reducing light pollution and minimizing glare.
- 2) Use of High-Pressure Sodium Lamps: Use of High-Pressure Sodium Lamps is prohibited.

Commented [CM1]: Draft Lighting Plan Criteria:

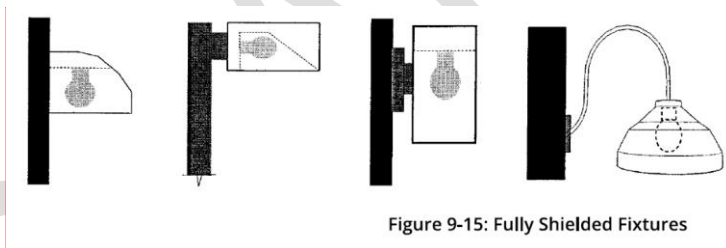
- A site plan showing the location of all buildings and building heights, parking, and pedestrian areas on the lot or parcel;
- The location and description including mature height of existing and proposed trees and the location of light fixtures on adjacent properties or the street right-of-way within ten feet of the subject property;
- The location and height above grade of all proposed and existing light fixtures on the subject property;
- The type, initial lumen rating, color rendering index, and wattage of each lamp source;
- The general style of the light fixture such as cutoff, lantern, coach light, globe, and a copy of the manufacturer's catalog information sheet and IESNA photometric distribution type, including any shielding information such as house side shields, internal, and/or external shields;
- Control descriptions including type of controls (timer, motion sensor, time clock, etc.), the light fixtures to be controlled by each type, and control schedule when required;
- Aiming angles and diagrams for sports lighting fixtures; and
- A light calculation in foot candles which shows the maximum light levels on a grid not to exceed ten feet by ten feet across the entire site and a minimum of ten feet beyond the lot or parcel property line. The grid shall also indicate maximum to minimum uniformities for each specific use area such as parking and circulation areas, pedestrian areas, and other common public areas.

3) Architectural Lighting of Building Facades: The lighting of a building facade for architectural, aesthetic, or decorative purposes is permitted subject to the following restrictions:

- a. All upward aimed light shall be fully shielded, fully confined from projecting into the sky by eaves, roofs, or overhangs, and mounted as flush to a wall as possible.
- b. Building facade lighting shall be fully shielded and mounted as flush to a wall as possible.
- c. Building facade lighting shall not extend beyond the pinnacle height of any structure.
- d. Building facade lighting that is measurable at the ground level shall be included in the maximum allowable light levels.

4) Unshielded lighting:

- a. Unshielded lighting that emits greater than 20 footcandles but less than 25 footcandles at any given location on a site is permitted provided that it is activated by a motion sensor for security purposes. All security lighting shall be aimed and located in such a manner as to prevent glare and light trespass. The light shall only go on when activated and go off within five minutes of activation. Motion sensor activated lighting shall not be triggered by any movement or activity located off the property on which the light is located.
- b. All lamps and bulbs located in residential zones shall be within a fully shielded fixture, or must be within a light fixture where the bulb or lamp are obscured from view by a material that diffuses the light. (i.e., frosted or milk colored materials), except as otherwise permitted in this section. (See Figure XX of this section.)



Commented [CM2]: I will make one, keeping this one in for review purposes at the moment

5) Signs: All exterior signs shall be required to meet the standards for this section. In addition, all exterior signs are also subject to the requirements set forth in the sign code.

6) Standards for Lights Adjacent to Residential Zoning Districts, Residential Uses, or Public Rights of Way: Any light fixture located within ten feet of a property line of a residential zoning district, an existing residential use, or within ten feet of a public right-of-way, except as permitted in this article of this section shall be:

- a. Oriented away from the property line, residential zone, residential use, and/or right-of-way; and
- b. Shielded on the side closest to the property line, residential zone, residential use, or public right-of-way.

7) Canopy and Awning Lighting: Lighting fixtures mounted under canopies and awnings shall be aimed downward and installed such that the bottom of the light fixture or its lens, whichever is lower, is recessed or mounted flush with the bottom surface of the canopy. A full cutoff light fixture may project below the underside of a canopy. All light emitted by an under-canopy fixture shall be substantially confined to the ground surface directly beneath the perimeter of the canopy. No lighting, except that permitted by the sign ordinance, shall be permitted on the top or sides of a canopy.

- 8) Flagpoles: A flagpole meeting the requirements of the Land Use Code may be illuminated by one upward aimed fully shielded spotlight light fixture which shall not exceed three thousand five hundred lumens. The light fixture shall be placed as close to the base of the flagpole as reasonably possible.
- 9) Strings of Lights: No person shall use a string of lights on property with nonresidential uses except as approved by the Town Manager.
- a. Strings of lights may only be used if they are approved by the Town Manager or as part of an outdoor lighting plan or landscape plan. The plan must comply with all standards of this Article. The purpose of such lighting is intended to create pleasing pedestrian spaces, such as outdoor dining or patio areas, utilizing low lighting levels.
 - b. Strings of lights permitted under this subsection shall be displayed in compliance with the following standards:
 - i. The string of lights contains only low wattage bulbs that are approved through the Community Development Department;
 - ii. The string of lights shall be located within a pedestrian way, plaza, patio, outdoor dining area, or the primary entry into a building;
 - iii. The string of lights is not placed in any required landscape setback adjacent to a street; and
 - iv. The string of lights shall be maintained and not obstruct pedestrian pathways or be detrimental to the health, safety, and welfare of the Town.
- 10) Parking Lot Lights and Trees: Parking lot light fixtures and poles shall be located such that trees located within the parking lot do not obscure the operation of the light fixture.
- 11) Full Cutoff Fixtures: Full cutoff fixtures shall be installed and maintained in a horizontal position as designed.
- 12) Color Temperature: All exterior lighting shall not exceed a correlated color temperature (CCT) of three thousand five hundred degrees Kelvin.

Commented [CM3]: Leave in as footcandles would not be determined for an upward facing light

Sec. 16.16.430. Light levels.

Maximum light levels at any point on a property line and intensities shall not exceed .1 footcandles within or adjacent to a residential zone or .2 footcandles within or adjacent to a nonresidential zone. those appropriate for the lighting need. The surrounding environment shall be considered when designating light systems to avoid negatively affecting it.

Commented [CM4]: Check other codes to see if footcandles and lumens are within reason, Cheyenne and Greeley

Commented [CM5R4]: Checked, edited some base on Greeley

Maximum light levels shall not exceed the thresholds established in Table XX below:

		<u>Rural Residential and Suburban Perimeter</u>	<u>Development Node and Town Core</u>
Maximum Allowable Light Levels (Measured in Footcandles)	Building Entries	<u>5.0</u>	<u>5.0</u>
	Parking and Loading Areas	<u>3.0 for Parking Areas</u> <u>20.0 for Loading Areas</u>	<u>5.0 for Parking Areas</u> <u>20.0 for Loading Areas</u>
	Pedestrian Walkways	<u>1.0</u>	<u>1.0</u>
	Common Open Space Areas <u>or Outdoor Storage Areas</u>	<u>2.0</u>	<u>2.0</u>

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(Supp. No. 10)

Maximum Uniformity Ratio (Maximum to Minimum)		<u>N/A</u>	<u>10:1</u>
Maximum Lumen Rating for a Full Cutoff Luminaire Shielded from View of Adjacent Streets and Properties	Building Entries and Stairways	<u>1,800</u>	<u>1,800</u>
	Parking and Loading Areas	<u>8,500</u>	<u>14,000</u> <u>23,500 on 35' Pole Where Permitted</u>
	Pedestrian Walkways	<u>4,000</u>	<u>8,500</u>
	Common Open Space Areas	<u>4,000</u>	<u>8,500</u>
Maximum Lumen Rating for a Partially Shielded Fixture		<u>900</u>	<u>1,250</u>
Maximum Lumen Rating for an Unshielded Light Fixture		<u>900</u>	<u>900</u>
Controls		<u>Motion sensors required for all unshielded fixtures that emit greater than 20 footcandles at any given location on a site</u>	<u>Except for use as security lighting, all building and site lighting shall be extinguished 1 hr after close of business and remain off until 1 hr before business resumes</u> <u>Motion sensors required for all unshielded fixtures that emit greater than 20 footcandles at any given location on a site</u>
Dimming		<u>Lighting in all zoning districts shall be equipped with dimming capabilities</u>	
Maximum Allowable Pole Height (Includes Base, Pole, and Luminaire)		<u>16' max; 20' max streetlights at residential entries allowed</u>	<u>25' max, unless a greater height not to exceed 35' is approved by the Town; wall mount lighting shall not exceed the height of the building</u>
Bollard Lighting		<u>47" bollard-type lighting</u>	<u>32"-47" bollard-type lighting</u>

Commented [CM6]: Propose to remove as we specify foot candles above

Commented [CM7]: Propose to remove as we specify foot candles above

Commented [CM8]: Propose to remove as we specify foot candles above

Sec. 16.16.40. Light style and prohibited lights.

- 1) Light style. The style of lights shall be consistent with the style and character of architecture proposed on the site. Light fixtures that illuminate signage shall be compatible with the architecture of the building on which they are placed.
- 2) Prohibited light types. No person shall install any of the following types of outdoor lighting fixtures:-
~~Mercury vapor lamps shall not be used.~~
 - a. Mercury vapor lamps;
 - b. Blinking, flashing, moving, revolving, flickering, changing intensity, and chase lighting, except lighting for temporary seasonal displays, lighting for public safety or required for air traffic safety;
 - c. Any light fixture that may be confused with or construed as a traffic control device;
 - d. Any upward oriented lighting except as otherwise provided for in this article;
 - e. Searchlights, beacons, and laser source light fixtures;

- f. Exposed linear lamps that include, without limitation, Light Emitting Diode (L.E.D.), and fluorescent lighting, primarily intended as an architectural highlight to attract attention or used as a means of identification or advertisement except as permitted by sign criteria of the land use code.
- g. Any lamp or bulb, except for seasonal displays and landscape ornamental lighting, which is visible beyond the property line on which it is located; and
- a.h. Any lamp or bulb with a correlated color temperature (CCT) that exceeds three thousand five hundred degrees Kelvin unless otherwise stated by this article.

(Ord. 2021-08 §2)

~~Sec. 16.16.50. Concealed light source.~~

~~Light sources shall be concealed or shielded to the maximum extent feasible to minimize the potential for glare and unnecessary diffusion on adjacent property. No lighting shall be used in any way that could interfere with the safe movement of vehicles or be confused with traffic control devices, emergency or warning signals. All lights shall be directed downward, and the light source shall be equipped with cut-off devices so as not to be visible from any adjacent property and to ensure that ambient skyward light is eliminated. Reflector lights are preferred. Accent and flagpole lighting may be permitted to be directed upward as long as the light source is shielded and not visible from any adjacent property. Globe lights shall not be permitted. Light fixtures installed under canopies, awnings, overhangs and the like shall be fully recessed.~~

~~Sec. 16.16.60. Hours of operation.~~

~~All parking lot lighting fixtures and exterior building lights, except those required for security purposes, shall be extinguished within one (1) hour after the end of business hours and remain extinguished until one (1) hour prior to the beginning of business hours. If a portion of a parking lot is used after dark, only that portion shall be lighted.~~

~~Sec. 16.16.70. Height standards.~~

- ~~(a) Residential zoning districts. Light fixtures shall be mounted on concrete, fiberglass or painted metal poles no higher than sixteen (16) feet from the ground, except that streetlights at entries to residential developments may be approved up to twenty (20) feet. Lighting mounted on a building or structure shall not exceed the height of the building or structure. Bollard type lighting fixtures shall be no higher than forty seven (47) inches.~~
- ~~(b) Nonresidential zoning districts. Light fixtures shall be mounted on concrete, fiberglass or painted metal poles no higher than twenty five (25) feet from the ground unless a greater height, not to exceed thirty five (35) feet, is approved by the Town through a development application review process. Lighting mounted on a building or structure shall not exceed the height of the building or structure. Bollard type lighting fixtures shall be between thirty two (32) and forty seven (47) inches high.~~

(Ord. 2021-08 §2)

Sec. 16.16.80. Exemptions ~~for outdoor recreational uses.~~

- 1) Exceptions: The standards of this section shall not apply to the following types of exterior lighting:
 - a. Ornamental Lighting: Low voltage (twelve volts or less), low wattage ornamental landscape lighting fixtures, and solar operated light fixtures having self-contained rechargeable batteries.

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(Supp. No. 10)

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- b. Strings of Light: Strings of lights located on properties in all residential zoning districts or on properties that are used exclusively for residential uses shall be exempt from the requirements of this chapter.
 - c. Aviation Lighting: Lighting used exclusively for aviation purposes. All heliport lighting, except lighting associated with emergency facilities, shall be turned off when the heliport is not in use.
 - d. Right-of-Way Lighting: Public lighting that is located within the right-of-way.
 - e. Seasonal Lighting Displays: Lighting commonly associated with outdoor displays celebrating holidays and seasons.
 - ~~a.f.~~ Because of their limited hours of operation and unique requirements for nighttime visibility, ball diamonds, playing fields, tennis courts and other similar outdoor recreational uses, both public and private, shall be exempt from the general provisions of this Article unless otherwise restricted by the Town Council. However, exterior lighting for such uses shall be extinguished no later than 11:00 p.m.

~~Sec. 16.16.90. Awnings.~~

~~Except as part of a creative sign, as permitted under Section 16.16.60, awnings shall not be internally illuminated. Lighting directed downward, which does not internally illuminate the awnings, is permitted.~~

Sec. 16.16.100. Resources.

Recommended references include the Illuminating Engineering Society of North America publications RP-8-00, RP-20-98 and RP-33-99.

Parking.

(a) Design standards. The following design standards shall apply to all required off-street parking areas:

1. Any off-street parking area shall be designed so that vehicles may exit without backing onto a public street unless no other practical alternative is available.
2. Off-street parking areas shall be designed so that parked vehicles do not encroach upon or extend onto public rights-of-way. Additionally, any vehicular overhang that encroaches or extends onto any pedestrian access shall be designed to ensure a minimum 5' pedestrian access is maintained.
3. Any off-street parking area with greater than 20 spaces shall provide internal landscaping islands. All parking lot landscaping shall be in addition to other required site landscaping. Landscaping islands shall be placed at both ends of each row of parking. The required amount of internal landscaping islands shall be as follows:
 - (a) No more than 10 spaces in a row shall be permitted without a landscaped island;
 - (b) Landscape islands shall be the size of one standard parking space;
 - (c) Landscape islands shall contain one deciduous shade tree and 3 shrubs at a minimum. An additional shade tree and additional shrubs shall be required for each 200 square feet of landscaped islands;
 - (d) Landscape island area shall be in addition to any internal pedestrian accessway as required in Section 16.9.40 (a) 4. below; and
 - (e) Parking lots with greater than 100 spaces shall be broken into smaller parking blocks that meet the standards above.
4. Any off-street parking area with more than one drive aisle shall provide and maintain pedestrian internal pedestrian accessways. No parking space shall be more than 10 spaces or 100 feet, whichever is closer, from an internal pedestrian accessway.
5. All off-street parking areas shall maintain an 8' perimeter buffer. The 8' perimeter buffer shall be in addition to other required site landscaping. The buffer shall be designed to provide a visual break throughout the calendar year. The buffer shall include:
 - (a) 2 deciduous shade trees for each 50 linear feet; plus
 - (b) 3 shrubs for each 10 linear feet of buffer.
6. The following parking design standards shall apply to the Town Core and Development Node zone districts:
 - (a) Parking shall not be placed in locations that interrupt the storefront continuity along sidewalks
 - (b) Parking shall be placed behind buildings on the ground level or completely above or below the first floor of a building to the maximum extent possible. Any parking that is not able to be placed behind buildings or completely above or below the first floor of the building shall be completely screened with landscaping;
 - (c) Parking shall be accessed from the rear of the property on parcels with alleys or rear access easements. If parking is to be accessed from the front property line, parking access shall be consolidated to the maximum extent possible;
 - ~~(a)~~(d) Additionally, for parcels without rear or side access, driveways serving on-site parking should be avoided on Harmony Road. When necessary, such driveways should be minimized in width and provide adequate visibility for pedestrians.

- (b) Shared off-street parking. Shared off-street parking may be used when there are opportunities to support parking demand through shared off-street parking for compatible uses (such as a theater and an office building, which would have staggered peak hours). [Shared parking shall only be utilized when approved by the Town Council in a site plan or development agreement.](#)
- (c) Adjacent on-street parking. In order to promote a pedestrian scale, to encourage an environment of safety and to maximize land use efficiency and land devoted to parking in the Town Core land use district, parking may be satisfied using adjacent on-street parking or shared rear-lot parking areas. [On-street parking shall only be counted towards minimum parking standards as specified in Table 9-2.](#)

Table 9-2 Parking Requirements

Use	Parking Spaces Required All Other Zones	Town Core and Multi-Use Development Nodes (- denotes no change)	
		Parking Spaces Required	On Street Parking Credit
Single-family residence, attached and detached	2 spaces per dwelling unit	-	No
Townhome	1.5 spaces per dwelling unit	-	25% of the available on street parking directly adjacent to the proposed development
Condo	1.5 spaces per 1 bedroom unit plus .25 spaces for each additional bedroom.	1 space per 1 bedroom unit plus .25 spaces for each additional bedroom	25% of the available on street parking directly adjacent to the proposed development
Multi-family dwelling residence	1.5 spaces per 1 bedroom unit plus .25 spaces for each additional bedroom.	1 space per 1 bedroom unit plus .25 spaces for each additional bedroom	25% of the available on street parking directly adjacent to the proposed development
Public assembly facilities, provided for seated audiences (churches, theaters, auditoriums, etc.)	1 space for every 3 seats	-	-
Elementary schools (if the school includes an auditorium, the auditorium requirement shall govern, if it is greater)	2 spaces for every classroom	-	-
Junior and senior high schools	Auditorium requirement or 1 space for every 5 students of maximum capacity	-	-
Hospitals	1 space for every 2 beds	-	-
Clinics	5 spaces for every practitioner on Staff	-	-
Industrial uses	1 space for every 1 employee, computed at any given time; plus 1	-	-

	<u>space per company vehicle</u>		
Retail stores, customer service establishments, shopping centers and other similar uses	1 space for every 200 250 square feet of Gross Land Area (GLA)	<u>1 space for every 300 square feet</u>	<u>50% of the available on street parking directly adjacent to the proposed development</u>
Office	1 space for every 250 square feet	-	-
Eating and drinking establishments	1 space for every 250 00 square feet <u>or 1 space for every 3 seats of GLA, whichever is greater;</u> plus 1 space for every 2 employees, computed on the maximum service capacity	<u>1 space for every 200 square feet or 1 space for every 4 seats, whichever is greater; plus 1 space per every 2 employees, computed on the maximum service capacity</u>	<u>50% of the available on street parking directly adjacent to the proposed development</u>
<u>Lodging</u> Hotels or motels	1 space for every room to be rented, plus 1 space for every 2 employees, computed on the maximum service capacity	-	-

For uses not included in the above list, the review process shall determine the appropriate parking requirements.

(d) Handicap parking spaces.

- (1) Handicap parking spaces shall be required for all retail, office, business, industrial and institutional uses and multi-family units.
- (2) Handicap parking spaces shall be designated as being for the handicapped with painted symbols and standard identification signs.
- (3) Handicap parking spaces shall be located as close as possible to the nearest accessible building entrance.
- (4) Number of handicap parking spaces:

Total Parking Spaces in Lot	Minimum Required Number of Handicap Parking Spaces
1—25	1
26—50	2
51—75	3
76—100	4
101—150	5
151—200	6
201—300	7
301—400	8
401—500	9
501—1,000	2% of total
1,000 and over	20, plus 1 <u>space</u> for every 100 <u>spaces</u> over 1,000

- (5) For every eight (8) handicap parking spaces, there must be at least one (1) van-accessible space. In no event shall there be fewer than one (1) van-accessible space. ~~If there is only one (1) handicap parking space, that space must be van-accessible.~~
- (6) Handicap parking space dimensions. In the event that these dimensions differ from the ADA Design Guidelines, the ADA guidelines shall govern.
- Parking spaces must be eight (8) feet by eighteen (18) feet with a five (5)-foot-wide access aisle.
 - Van-accessible spaces must be eight (8) feet by eighteen (18) feet, with an eight (8)-foot-wide access aisle.
 - Parking spaces for the physically handicapped that are parallel to a handicap accessible pedestrian walk may have the same dimensions as those for standard vehicles.
- (e) Parking ~~space~~~~stall~~ dimensions. Parking stalls for automobiles shall meet the following standards. All dimensions represent the minimum requirement for any required parking space and typical dimensions. Up to forty percent (40%) of parking may be may be reduced to 8 feet by 16 feet ~~designed~~ to allow for compact vehicles, provided signs and a plan for management of the spaces are provided.

Parking Angle (A)	Stall Width (B)	Stall to Curb (C)	Aisle (typical) Width (D)	Curb Length (E)
45°	9'	19.8'	13'	12.7'
60°	9'	21'	18'	10.4'
90°	9'	19'	23'	9'
0° (parallel)	9'	9'	12'	22'

(Ord. 2021-08 §2)

Definitions:

Adjacent On-Street Parking

Company Vehicle

Maximum Service Capacity

Pedestrian Accessway

Shared Parking



AGENDA ITEM SUMMARY

AGENDA ITEM	SUBMITTED BY	PRESENTED BY
Land Use Code: Density & Subdivision Set Asides	Abdul Barzak, Town Planner	Abdul Barzak, Town Planner
ACTION REQUESTED		
Community Development and Management ask that the Land Use Advisory Committee (LUAC) review, discuss, and direct staff on Land Use Code changes regarding Density & Subdivision Set Asides in the Land Use Code.		<u>Discussion</u>
BRIEF SUMMARY		
The goal of tonight's discussion is for the Land Use Advisory Committee (LUAC) to review, discuss, and direct staff on Land Use Code changes regarding Density & Subdivision Set Asides in the Land Use Code. Staff will then take these recommendations, make changes and bring back a finalized recommendation for Density & Subdivision Set Asides in the Land Use Code to LUAC for approval.		
PUBLIC SUPPORT/CONCERN		
Residents have reached out to Town staff and requested less density for new development projects.		
ANALYSIS AND RECOMMENDATION		
Town staff is asking for the Land Use Advisory Committee (LUAC) to review, discuss, and direct staff on Land Use Code changes regarding Density & Subdivision Set Asides in the Land Use Code		
MATERIALS SUBMITTED		
The following materials were submitted and included in this packet:		
1. Density & Subdivision Set Asides Memo and Code Comparison		

MEMORANDUM

To: Town of Severance

From: Josh Olhava, AICP, PCCP, Senior Community Planner and Project Manager

Date: October 5, 2022

Re: Code Review – Density and Subdivision Requirements for Commercial and Community Facilities

Background

Ayres has been tasked by the Town to provide an initial code comparison between ‘like’ communities in the region, assessing Density Criteria and reviewing Subdivision Requirements for Commercial and Community Facilities. For this effort, we reviewed criteria from seven (7) jurisdictions: Evans, Firestone, Frederick, Johnstown, Timnath, Wellington and Windsor.

This memorandum and the accompanying tables provide a summary for each community and provide staff insights to best practices for Density and Subdivision Requirements for Commercial and Community facilities. The code topics addressed in this memo are further explained through the following:

- **Density Criteria** determines how many residential units are permitted within a certain acreage. Density is generally regulated through a combination of minimum/maximum lot sizes and/or number of units per acre.
- **Subdivision Requirements for Commercial and Community Facilities** mandate the acreage to be set aside for specific uses; namely those for public schools, public safety uses, or other community amenities (*parks, libraries, trails, etc.*). Some larger communities like Fort Collins encourage setting aside lots for commercial development.

The following sections provide an overview of the current regulatory setting in Severance, synthesize the requirements of other communities, and analyzes Ayres’ recommendations for the specified code topics. This memo and the accompanying tables serve as the starting point for discussion and will culminate in future code work.

Density Criteria

The Town of Severance zoning regulations currently determine density by zone district. Density is determined by units per acre, minimum lot size, and maximum lot size (*see Attachment 1 - Density Criteria*). The density ranges from the Rural Residential District requiring a minimum of 1.25 acres per dwelling unit to not exceeding 15 dwelling units per acre in the Town Core District. Upon review of other similar communities, Ayres’ believes that the density thresholds should be increased, noting the high development and housing costs associated with less dense developments (*see Attachment 3 – Cost of Single-Family Detaching Housing*).

As discussed on Page 1 of Attachment 1, Ayres also recommends transitioning density requirements for more intense zones abutting less intense zones. An example of this may be setting a higher minimum lot size for Suburban Perimeter lots within a certain distance of Rural Residential lots to ease the transition between zoning districts (*i.e. resulting in a ratio of 3:1 versus 6:1*). Furthermore, Ayres feels that Severance should explore determining density dependent on use. Rather than stating that every residential use has a certain density or minimum square footage, this model would determine criteria

based on residential product type. The Town of Windsor provides a good example of this model through the following table example:

Building Type	Vehicular Access	Lot Standards	
		Min. Size (sqft)	Max. Lot Coverage
Single Family Dwelling	Any	6,000	65%
Duplex, Standard or Over-Under	Any	4,500	65%
Townhouse	Any	2,400	80%
Multifamily Apartment	Any	1,400	80%

For maximum lot sizes, the Town may want to explore this option within more dense zoning districts, such as the Town Core and Development Node districts. Similar to the discussion on transitions above, the Town may consider requiring lots within a certain distance of the Town Core to have a maximum lot size to aid in transitions between zoning districts.

Subdivision Requirements for Commercial and Community Facilities:

The Town currently has Subdivision dedication requirements for school district facilities in collaboration with the district (see *Attachment 2 - Subdivision Requirements for Commercial and Community Facilities*). In general, many of our comparison communities have a similar requirement for school dedication. However, it is uncommon for communities to have specific requirements for commercial dedication, though Wellington provides an example on how this may be done or encouraged. Similarly, the City of Fort Collins has code language stating:

Dedicated Zone Promoting Use Integration: "Purpose. The Neighborhood Commercial District is intended to be a mixed-use commercial core area anchored by a supermarket or grocery store and a transit stop. The main purpose of this District is to meet consumer demands for frequently needed goods and services, with an emphasis on serving the surrounding residential neighborhoods typically including a Medium Density Mixed-Use Neighborhood."

Based on this, Ayres recommends looking more to encourage commercial uses within current zone district criteria of the code.

The Town may look towards requiring residential units or lots to be within a certain distance of an active use or community amenity. The Town could potentially require developments to be within 1/4 or 1/8 mile of a community trail system, public park, community building, or active pedestrian space such as a plaza or community garden. This mix of active uses, community amenities, and rooftops would naturally encourage integrated uses within developments.

Conclusion

Based on the review of similar communities, the Town could make targeted code updates to encourage added density that is seamlessly integrated into the rural character of the community by regulating density by residential product type and requiring density transitions. Furthermore, commercial development can be encouraged by requiring residential proximity to amenities. This memo and attached sheets serve as a conversation piece and are solely to start the discussion on future code amendments.

Attachments:

- Attachment 1 - Density Criteria (3 pages)
- Attachment 2 - Subdivision Regulations for Commercial and Community Facilities (2 pages)
- Attachment 3 – Cost of Single-Family Detaching Housing (1 page)

Density Criteria

CODE REVIEW (DENSITY CRITERIA)

Communities	Code Language	LUAC	Planning Commission	Town Council	Staff Analysis
Severance	- Rural Residential Gross Acreage: 2.5 acres per dwelling unit - Suburban Perimeter Gross Min Density: 2 dwelling unit per acre - Town Core: Cannot exceed 15 units per acre. - Development Nodes: Encourages at least 8 units per acre				- Minimum lot sizes and maximum densities should be reduced in every category where possible (rural residential may face septic/water limitations based on permitting criteria) - Consider requiring different minimums depending on product type in order to encourage more multifamily housing - Example product types include Single Family Detached, Single Family Attached, Duplexes, Townhomes, Condominiums, Apartments - Consider language that requires all residential lots within a certain distance from a lower intensity residential area to have larger minimum lot sizes to aid in transition - (higher or lower density, appropriate buffers, lot/home type and architecture, etc.) - Encourage clustered development design in Rural Residential Conservation Sub-Zoning
Severance - Corridor Plan	"Overall,the density of the Old Town area should increase, by constructing upper floor additions on existing structures and developing new buildings of primarily twoand threestories with residential uses in the upper floors."				
Evans					
Firestone	- Rural Residential: Max 1 unit per acre - Low-Density Residential: Max 5 units per acre - Medium-Density Residential: Max 10 units per acre - High-Density Residential: Max 20 units per acre - Old Town Residential: single family max 5 units per acre, multi-family max 10 units per acre				
Frederick	<u>Max Net Density:</u> - Estate District: 0.2 units per acre - Residential Low Density: 5 units per acre - Residential Medium Density: 10 units per acre - Residential High Density: 20 units per acre for townhomes, 60 units per acre for multi-family - Manufactured Home District 1: 50 units per acre - Manufactured Home District 2: 50 units per acre <u>Estate District:</u> "The maximum density is no more than one (1) single-family dwelling per five (5) acres, except that if the Town approves a conservation density bonus, the maximum density allowed shall be no more than one (1) single-family dwelling per two (2) acres."				
Johnstown	"Method. In single-family residential development, the density is established by the minimum required lot size. In multifamily residential development, the determination of the number of allowable dwelling units on a given property being developed shall be made by dividing the net area of the parcel to be developed by the number of square feet required per dwelling unit."				
Timnath	- Estate Residential: Max 1 Unit per Acre - Old Town Residential: N/A - Single Family: Max 4 dwelling units / acre - Mixed Residential: Max 8 dwelling units / acre - Multi-Family: Max 24 dwelling units / acre - Residential Mixed Use: Max 16 dwelling units / acre - Commercial Mixed Use: Max 16 dwelling units / acre				
Wellington	<u>Max Net Density:</u> - Single Family Rural Density: Max 1 unit / acre - Single Family Medium Density: Max 4 units / acre - Single Family Senior Housing: Max 7 units / acre - Multi-Family: 12 units / acre - Mobile Home Park: 7 units / acre				
Windsor	Mobile Home District: 8 units / acre				

Density Criteria - Minimum Lot Size

CODE REVIEW (DENSITY - MINIMUM LOT SIZE)					
Communities	Code Language	LUAC	Planning Commission	Town Council	Staff Analysis
Severance					- Closely follow Windsor density requirements -Set density and minimum lot sizes based on product type as noted in Density Criteria table
Severance - Corridor Plan					
Evans	- Min lot size is 6,000 sqft in Single Family, Two-Family, Multi-family, Residential Commercial, and Residential Manufactured Home districts				
Firestone					
Frederick	- Estate District: Min 10,000 sqft when adjacent to open space, 15,000 sqft when not adjacent to open space - Residential Low Density: Min 6,250 sqft - Residential Medium Density: Min 1,800 sqft - Residential High Density: Min 1,800 sqft for townhomes, 6,250 sqft for MF - Manufactured Home District 1: Min 4,000 sqft - Manufactured Home District 2: Min 6,250 sqft				
Johnstown	- Single Family: Min 6,000 sqft per unit - Single Family Attached: Min 4,500 sqft per unit - Multi Family: Min 3,000 sqft per unit				
Timnath	- Estate Residential: Min 0.5 acre - Old Town Residential: Min 2,500 sqft - Single Family: Min 6,000 sqft - Mixed Residential: 1,800 sqft - Multi-Family: Attached SF 1,800 sqft				
Wellington	- Single Family Rural Density: Min 0.5 acre - Single Family Medium Density: Min 6,500 sqft - Single Family Senior Housing: Min 4,000 sqft - Multi-Family: Min 11,500 sqft (plus 2,000 per unit over two)				
Windsor	<u>Estate Residential District:</u> Min 1 acre <u>Single Family District:</u> Min 6,000 sqft <u>Single Family Attached District:</u> - Single Family S: 6,000 sqft; Single Family L; 4,000 sqft; Single Family R: 2,500 sqft * - Standard Duplex S: 4,000 sqft; Standard Duplex L: 3,000 sqft; Standard Duplex R: 2,500 sqft * - Over-Under Duplex S: 7,000 sqft; Over-Under Duplex L: 5,000 sqft; Over-Under Duplex R: 4,000 sqft * - Townhouse: 1,400 sqft; Multiplex: 2,500 sqft <u>Multi-Family District:</u> - Standard Duplex, Over-Under Duplex, Townhouse, and Multiplex same as SF Attached District - Multi-Family Apartment: 1,400 sqft <u>Mixed Use District:</u> - Single Family: 6,000 sqft - Duplex: 4,500 sqft - Townhouse: 2,400 sqft - Apartment: 1,400 sqft				

Density Criteria - Maximum Lot Size

CODE REVIEW (DENSITY - MAXIMUM LOT SIZE)					
Communities	Code Language	LUAC	Planning Commission	Town Council	Staff Analysis
Severance	- Rural Residential Gross Acreage: 2.5 acres per dwelling unit - Suburban Perimeter Gross Min Density: 2 dwelling unit per acre - Town Core: Cannot exceed 15 units per acre. - Development Nodes: Encourages at least 8 units per acre				- Potential to add maximum lot sizes in the most dense zones (Development Nodes, Town Core, potentially Suburban Perimeter) -Consider requiring lots within a certain distance of the Town Core to have a maximum lot size to aid in the transition
Severance - Corridor Plan	n/a				
Evans	Single Family Estate District: Max lot size is 13,000 sqft				
Firestone	Medium-Density Residential: Min 5 units per acre High-Density Residential: Min 10 units per acre				
Frederick	n/a				
Johnstown	n/a				
Timnath	n/a				
Wellington	n/a				
Windsor	n/a				

Subdivision Requirements - (Commercial and Community Facilities)

SUBDIVISION REQUIREMENTS (COMMERCIAL & COMMUNITY FACILITIES)					
Communities	Code Language	LUAC	Planning Commission	Town Council	Staff Analysis
Severance	"The subdivider shall dedicate or convey land for a public school site to the appropriate school district, or, in the event the dedication of land is not deemed feasible or in the best interests of the school district as determined by the superintendent or designee of the school district, the subdivider shall make a payment in lieu of land dedication or conveyance. The amount of contribution of either land or payment in lieu of land shall be determined pursuant to the tables set forth in the agreements between the Town and the school districts."				
Severance - Corridor Plan					
Evans	"On a neighborhood-wide scale, residents will have easy access to at least one (1) central neighborhood identity feature or gathering place (i.e. neighborhood park or recreation center). Such neighborhood identity features lend a "sense of place" to a new subdivision, thereby encouraging people to connect with their physical surroundings and interact with their neighbors." Includes: school (as approved by the appropriate school district), pocket park, trail system, pedestrian plaza or courtyard, community building, community garden, artwork such as a sculpture, water feature or fountain, picnic/barbeque area, or playground				
Firestone	"Contribution required. For all subdivisions of land within or affecting the St. Vrain Valley School District RE-1J or the Weld County School District RE-1 ("School District") attendance areas, the subdivider shall dedicate land for a public school site to that School District the subdivision is located within." Exceptions from contribution. New non-residential building or structure; Alteration, replacement, or expansion of non-residential building or structure; New building for limited term stay or for long term assisted living (B&Bs, boarding houses, family care homes, group care homes, hotels, etc); and new senior housing.				
Frederick	"The subdivider shall dedicate or convey land for a public school site to the St. Vrain Valley School District RE-1J, hereinafter "School District," or in the event the dedication of land is not deemed feasible or in the best interests of the School District as determined by the Superintendent or designee of the School District, the subdivider shall make payment in-lieu of land dedication or conveyance. The amount of contribution of either land or payment in-lieu of land shall be determined annually by the School District."				

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Communities	Code Language	LUAC	Planning Commission	Town Council	Staff Analysis
Severance	"The subdivider shall dedicate or convey land for a public school site to the appropriate school district, or, in the event the dedication of land is not deemed feasible or in the best interests of the school district as determined by the superintendent or designee of the school district, the subdivider shall make a payment in lieu of land dedication or conveyance. The amount of contribution of either land or payment in lieu of land shall be determined pursuant to the tables set forth in the agreements between the Town and the school districts."				
Johnstown	"Dedication of land or payments in lieu thereof for school purposes shall be required for each new subdivision or residential land development within the Town. The subdivider or developer shall be required to allocate land or make payments in lieu thereof for the appropriate value in accordance with an agreement entered into between Weld County School District RE-5J and the Town, such payment to be pursuant to the current methodology as indicated in such intergovernmental agreement."				Encourage a mix of uses along corridors and within town core and development nodes - Establish criteria for proximity to amenities, and walkable neighborhood sizes - Consider language that requires all residential units to be within 1/4 or 1/8 mile of a specific public amenity; which could include a community trail system, public park over 1 acre, community building, or pedestrian spaces such as an active plaza space, or community garden. - Continue efforts with the school district on land dedication requirements. - Look at Wellington's code for language encouraging integrated uses within neighborhoods.
Timnath	School dedication requirement				
Wellington	"Neighborhood design. New developments should help create neighborhoods, rather than residential subdivisions adjacent to one another. Neighborhoods should be organized around a strong center, which may include elements such as common open space, civic and commercial or mixed uses." Recommended Neighborhood Structures: "(3) A mixed-use neighborhood center located for easy access. (4) A variety of housing types, sizes, densities and price ranges that are well integrated. (5) A variety of land uses that are well integrated and a transition of intensity. Nonresidential uses, larger buildings and attached multi-family housing should be encouraged to be located near commercial centers with a transition to smaller buildings closer to low density neighborhoods." "Neighborhoods shall have a mix of activities available rather than a purely residential land use. Neighborhood residents shall have convenient access to parks, schools, open space, trails and services. The optimum size of a neighborhood is one-quarter (¼) mile from center to edge."				
Windsor	School dedication requirement				

Attachment 3 - Cost of Single-Family Detached Housing

Based on data from the Weld County Assessor's office for the Town of Severance, the average assessed value of a residence is **\$28,882**, or about \$365 per year in property tax revenue to the Town. This represents a single-family home of just over \$400,000 in Severance. Further, the Census data suggest the average household size is three people.

Using this data to extrapolate the costs to the town yield the following:

Average Household Cost/Expenditure	
Revenue	
Average Property Tax Revenue	\$365
Sales Tax per Capita X average household size (3 x \$181)	\$543
Subtotal Revenue/Per Household	\$908
Expenditures	
Expenditure per Capita X average household size (3 X \$562)	\$1,686
Subtotal Expenditure/Per Household	\$1,686
Cost per Household	\$778

For the average household, Severance spends roughly **\$778 more than it receives through combined sales and property tax revenue.

The data suggests there is a need to balance the growth in single-family residential by introducing or seeking to identify additional housing product diversity beyond large lot single-family detached units. As a primarily residential community, the Town is operating on a structural deficit, where new growth in single-family detached residential development exclusively does not pay for itself over time. This is not uncommon or unique to Severance. Residential development presents a net cost to a community in the long-term with lower density developments costing more than higher density developments per household.

The town could seek to incorporate denser housing product types to create greater efficiencies in service delivery. Density does not have to mean high rise buildings. There is a growing interest and need in "missing middle" housing types that provide for greater density within a single-family housing context. This includes duplexes and tri-plexes, cottage housing and other medium density housing product types, as illustrated below.

