



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT
Land Use Review Division

November 26, 2019

Matrix Design Group
Attn: Mr. Patrick Jernigan
2435 Research Parkway, Suite 300
Colorado Springs, CO 80920

RE: Initial Review Letter – The Center for Strategic Ministry Filing No. 1
File No.: AR FP 19-00692

Dear Mr. Jernigan,

City Land Use Review staff has completed its initial review of the above requested application. This letter is to inform you of the following concerns regarding the application and associated documents. Listed below are City Planning Department's review comments along with other departmental and external agency review comments that must be addressed prior to application approval.

BROAD PROJECT INPUT

The proposed project, which is located at the northeast corner of Mulberry Wood Drive and Woodmen Valley View (North of Woodmen Road and east of Marksheffel Road, requires approval of a final subdivision plat. The final subdivision plat will create one (1) lot, one (1) tract and public right-of-ways within 11.124 acres and as shown within the Woodmen Valley Chapel Addition Development Plan (AR PUD 18-00772) currently under review, last review letter dated November 19, 2019. Staff finds that the application is largely acceptable; however, the following technical modifications must be completed.

TECHNICAL AND INFORMATIONAL ISSUES

Address the comments and make corrections which are listed below. **A detailed letter needs to accompany the revisions. The letter must address each comment in this review letter. If necessary, contact the appropriate department directly if clarification is needed.** Be advised that due to necessary changes or proposed revisions to the subject plan, plat or other support documents, that new comments may be added to the review letter. Please re-submit the revised copies of the following plans with the resulting changes to Land Use Review for further consideration:

- FINAL SUBDIVISION PLAT (AR FP 19-00692): **One (1)** digital copy of the revised plan; and
- RESPONSE LETTER: One (1) digital copy of the response letter.

Please resubmit updated documents to the Dropbox shared folder (ensure documents are labeled with appropriate resubmittal name, are flattened and saved no larger than 25MB).

Supplemental Information

Posting Affidavit: Affidavit must be completed and submitted to the Planning Department pursuant to City Code Section 7.5.902.

FINAL SUBDIVISION PLAT (AR FP 19-00692)

Planning & Community Development

Licensed Surveyor (Cory Sharp, 719-385-5098)

Action Items:

1. Please add the following easement statement: Easements are as shown hereon with surface maintenance the responsibility of the individual owner. **Shown on Plat.**
2. Please complete the City File No. AR FP 19-00692 on both sheets. **Shown on Plat.**
3. Please complete the information in plat note 4. **Shown on Plat.**

Informational Items:

- Review Fees: Commercial / Industrial: 11.124 acres @ \$266.07 per acre, Total Fee: \$2959.76
- Inspection fees: 1 lot @ \$268.20 per lot = \$268.20

Real Estate Service (Barb Reinardy, 719-385-5601)

Action Item:

1. Dedication Statement: "...said tract of land to be platted into a lot, a tract, public streets, and easements as shown.....". **Shown on Plat.**
2. Dedication Statement: "...dedicate, grant and convey to the City of Colorado Springs those public streets and public easements as shown.....". **Shown on Plat.**
3. Dedication Statement: "...vacate, release or quitclaim all or any such public streets and public easements.....". **Shown on Plat.**
4. Dedication Statement: Add at the end of the Dedication Statement, "All Public Streets are hereby dedicated to the City of Colorado Springs for public use." **Shown on Plat.**
5. Please renumber your plat notes. 6 & 7 are missing. **Shown on Plat.**

Public Works

Engineering Development Review (Joel Dagnillo, 719-385-5412)

Action Item:

1. Please revise the first sentence of the Dedication Statement to read as follows: "The undersigned owners have caused said tract of land to be platted into a lot, a tract, easements and public streets..." **Shown on Plat.**
2. Add the following statement at the end of the Dedication Statement: "All public streets are hereby dedicated to the City of Colorado Springs for public use." **Shown on Plat.**
3. Please add the following geological hazard disclosure statement: "This property is subject to the findings, summary and conclusions of a geologic hazard report prepared by CTL Thompson, Inc. dated June 7, 2005 which identified specific geologic hazards on the subject property. A copy of said report has been placed in file #CPC MP 03-279 of the City of Colorado Springs Planning and Development Department. Contact the Planning and Development Department, 30 South Nevada Ave., Suite 105, Colorado Springs, CO 80903 to review said report." **Shown on Plat.**
4. Add this sentence at the end of Plat Note Number 15: "Emergency access will be allowed at all times."
Shown on Plat.
5. Include a label that the Mustang Road ROW is in El Paso County. **Shown on Plat.**
6. Does a public utility or access easement need to connect with Mustang Rd. to allow for this permanent emergency access connection (as shown on Development Plan)? **Not at this time. Easement as currently shown on plat. (Per Jeff Odor)**

Water Resource Engineering (Anna Bergmark, 719-385-5613)

Action Item:

1. The Final Drainage Report and construction drawings shows proposed public storm sewer within Tract A. Tract A will be owned by the Metro District and not the City therefore a public drainage easement will be required. Please refer to DCM Volume 1 Chapter 9 Section 8.2 for the minimum required easement widths. Please note, this comment has already been discussed with the engineer but was included here to provide documentation. **To be completed off Plat (Per Jeff Odor)**

Informational Items:

- The previously approved Final Drainage Report was done under a different name with fees calculated for a different acreage. The FDR needs to be resubmitted for signature under the current plat name with the updated fee calculations.

Streets (Michael Hensley, 719-385-6856)

No concerns from 2C overlay planning.

Colorado Springs Office of Accessibility, ADA (Anna Kangas, 719-385-5111)

Informational Items:

- No ADA comments received for this plat at the time of this review letter. Any comments received after this review letter will be provided to the Consultant.

Colorado Springs Utilities (Kyle Schelhaas, 719-668-8126 kschelhaas@csu.org)

No comments or concerns.

Information Items:

1. Please contact Utilities Development Services (UDS) at 719.668.8111 for an estimate of development charges, fees, Recovery Agreement Charges or other utility related costs that may apply to this development.
 - In instances where metered water and/or wastewater connections existed on the property, please contact UDS to discuss distribution of Water and/or Wastewater Development Charges to eligible lots.
2. When new water meters are proposed to serve the project or additional demand added to existing water meters, a Commercial Water Meter Sizing form will be required to be submitted to CSU prior to Service Contract issuance and building permit approval.
3. CSU requires an Application for Gas and Electric Line Extension to be submitted along with a Load Data form or an Application for Gas Service Line Approval and/or Application for Elevated Pressure Approval prior to electric and natural gas system design for service to the project. Refer to the CSU Line Extension and Service Standards or contact Field Engineering at 719-668-4985.
4. CSU may require an extension contract and payment of contributions-in-aid of construction (or a Revenue Guarantee Contract) for the extension of electric facilities needed to serve the development. Regarding natural gas extensions, CSU may require an extension contract and an advance payment for the estimated cost to construct the necessary gas extensions.
5. Improvements, structures and trees must not be located directly over or within 6 feet of any underground gas or electric distribution facilities and shall not violate any provision of the National Electric Safety Code (NESC) or any applicable natural gas regulations or Colorado Springs Utilities' policies.
6. Improvements, structures and trees shall not be located under any overhead utility facility, shall not violate NESC clearances, and shall not impair access or the ability to maintain utility facilities.
7. Landscaping shall be designed to provide the required clearances for utility facilities, to allow continuous access for utility equipment, and to minimize conflicts with such facilities.

8. Colorado Springs Utilities requires wastewater and water construction drawings when new wastewater and water facilities are proposed. Plans can be submitted electronically to Utilities Development Services via www.csu.org.

If you have any questions, please contact Kyle Schelhaas at kschelhaas@csu.org or 719.668.8126

Fire (Steven Smith, 719-385-7362))

No comments or concerns.

PR&CS Department (Connie Perry, 719-385-5375)

Informational Items:

- This plat should be noted N/A (non-residential); in case it ever redevelops with a residential use. No other comments.

Enumerations (Amy Vanderbeek, 719-327-2930)

Action Item:

1. Addressing to be placed on the plat parallel to Woodmen Valley View as close to the edge of the lot as possible; 8292, 8294 & 8296. Please do so to not delay the routing of the mylar. **Shown on Plat.**
2. If an address is needed for tract A, show location by placing an addressing marker (XXX).
3. Additional addresses for additional structures will be given once the proposed project is submitted.
4. Standard final plat comments apply.

Informational Items:

- Contact Enumerations for addressing to be on the final plat.
- Enumerations/ Floodplain will review mylar prior to plat for address placement, road naming, title block and floodplain statement. (With new addressing being added, a new utilities addressing plan will need to be submitted to Colorado Springs Utilities).
- \$10.00 per lot and tract fee will be due at time of the review of the mylar. If an address is not needed on a tract then no fee applies. Check should be made to Pike Peak Regional Building Department, paid directly to Enumerations Department.
- A copy of the final recorded plat is required prior to plan submittal for residential. A copy of the final recorded plat is required prior to approval in Enumerations Department on any commercial plan submittals.

Street Naming (Bootsy Jones, 719-385-5362)

No comments or concerns.

District 49 (Melissa Andrews, 719-494-8997)

Informational Items:

- No District 49 comments received for this plat at the time of this review letter. Any comments received after this review letter will be provided to the Consultant.

Comcast (Jason Jacobsen, 719-442-4730)

Informational Items:

- Comcast has UG COAX facility on the north side of the project area.

Floodplain Administrator (Keith Curtis, 719-327-2898)

Action Item:

1. According to the current effective Federal Emergency Agency Flood Insurance Rate Map, the subject property is located outside the boundary of the 100-year floodplain.

Colorado Springs Airport (Kris Andrews, 719-550-1915)

Informational Items:

- No Colorado Springs Airport comments received for this plat at the time of this review letter. Any comments received after this review letter will be provided to the Consultant.

El Paso County Planning and Community Development (Gabe Sevigny, 719-520-7943)

Action Item:

1. The emergency fire access via Woodmen Valley View to El Paso County's Mustang Road will require issuance of an access permit and review/acceptance of the construction drawings prior to construction.

Please note that failure to submit revised plans/reports/information within 180 days will result in your application being formally withdrawn from consideration. Once withdrawn, any subsequent re-submittal will require the filing of a new application and payment of application fees.

If you have any questions regarding the above sections, please contact me at csharp@springsgov.com or by phone at 719-385-5098.

Sincerely,

Cory Sharp
Licensed Surveyor

C: File Nos.: AR FP 19-00692

Enclosure: Engineering standard comments