



November 11, 2021

El Paso County
Planning and Community Development Department
2880 International Circle, Suite 110
Colorado Springs, CO 80910

Re: PCD File No. U-21-001

Letter of Intent for Colorado Springs Utilities Northeast Gravel Staging Area

Dear Planning Staff,

Burns and McDonnell is submitting this Letter of Intent on behalf of Colorado Springs Utilities (Utilities) in accordance with the requirements of the El Paso County Approval of Location application. The proposed project consists of the construction of a gravel staging area west of the Utilities' existing Gas Propane Air Plant (GPAP). The new staging area will be used to quickly access materials when working on projects in the northeastern portion of Colorado Springs. Additional project details are provided below.

Applicant and Consultant

The Applicant and Consultant contact information is as follows:

Applicant

Colorado Springs Utilities
456 West Fontanero Street
Colorado Springs, CO 80907
Contact: Clint Barden
Telephone: 719-668-4735
Email: cbarden@csu.org

Consultant

Burns & McDonnell
9785 Maroon Circle, Suite 300
Centennial, CO 80112
Contact: Derek Holscher
Telephone: 303-474-2204
Email: dholscher@burnsmcd.com

Site Location, Size and Zoning

The proposed site for the gravel staging area is located at 7723 Carefree Circle North, adjacent to Utilities' existing GPAP near the intersection of Carefree Circle North and Marksheffel Road (Parcel Numbers 5329400005 and 5329400015). Please see the Vicinity Map for the site location (Attachment 1). Parcel 5329400005 is approximately 9.5 acres. The staging area will reside on the northern portion of the parcel, on approximately 5 acres. The total area of land disturbance



will be 6 acres. Current zoning is residential rural, RR-5. There are no Utilities easements on the parcel.

Request and Justification

Utilities is expanding the existing Briargate substation, located at the John Pinkerton site (East Woodmen Road and North Powers Blvd.), into the adjacent parcel that currently contains Utilities' Northeast gravel staging area. As a result of the substation expansion, Utilities is looking to relocate their Northeast gravel staging area from the existing John Pinkerton site to the property west of Utilities' GPAP. The gravel staging area will be used daily to quickly access materials and for emergency repairs when supporting the Northeast portion of their service territory. The new Northeast gravel staging area will encompass approximately 5 acres for storing sand, soils, rock, rip rap, and other like materials. This will not be a production site; it is a storage yard for quick access to materials when working on projects in the Northeast part of Colorado Springs.

Master Plan Analysis

The project is located in unincorporated El Paso County within an urban enclave key area surrounded by the City of Colorado Springs. The enclave is primarily residential but also includes commercial, institutional and industrial land uses. As is typical for urban enclaves, the area is accessed by municipal roads, is impacted by urban stormwater runoff, and is served by one or more municipal utilities. Further, the project is located within a transition area of change that is currently fully developed but may significantly change in the future to better support the community. Finally, the project is located in an urban residential placetype characterized by established neighborhoods adjacent to dense urban neighborhoods in incorporated areas as well as new residential neighborhoods where centralized utility services are available. The project falls within the supporting land uses commonly located in the urban residential placetype.

The character and intensity of the project matches that of similar development within the surrounding key area and the City of Colorado Springs. The project supports the urban residential placetype by providing infrastructure to ensure reliable electric service to residential and commercial customers in Northeast Colorado Springs. The staging area will be hidden from public view with required setbacks and screening from pedestrian paths and adjacent residences. The facility will be located adjacent to Utilities' GPAP site to take advantage of existing infrastructure as detailed in the following section. Utilities will continue to coordinate with local and regional agencies, including El Paso County, to ensure adequate utilities are provided as the area grows and develops.

Existing and Proposed Facilities, Structures, and Roads

The existing site is undeveloped. A 7-foot-tall chain link fence with an additional 1-foot outrigger with barbed wire currently bounds the north and west property lines; additional new fencing is proposed along the east and south property lines. The existing paved driveway off Carefree Circle North that is currently used to access the GPAP, will also be used to access the gravel staging

area. This driveway is currently gated and will remain as such. A new asphalt driveway and an associated tracking pad will be constructed off the existing driveway to accommodate vehicles accessing the staging area. A new gate will be constructed at the entrance to the staging area (Gate 1) and an additional gate will be constructed along the existing driveway for entrance into the GPAP (Gate 2). The gates will be located on Parcel Number 5329400015.

Utilities is proposing to place a storage/shipping container on the site to be used as a scale house. Please see the Elevation Plan section below for dimensions. The scale house will not be occupied. The scale house and the associated scale will be located on the eastern portion of the site. Please refer to the Site Plan Drawing (Attachment 2) for additional site details and dimensions.

Elevation and Floor Plans

The only structure proposed for the site is the scale house. The storage/shipping container proposed for this purpose will be 8 feet wide by 20 feet long by 8 feet high. Please see the attached Floor Plan for a schematic of the storage/shipping container (Attachment 3).

Traffic Information

Approximately 15 light trucks currently enter the GPAP per day. Additionally, the GPAP receives propane deliveries twice a year, resulting in four trucks entering the site per day for a full week each time. In compliance with federal security regulations, a light truck security vehicle drives around the perimeter of the combined sites twice per week using existing two-track roads. This activity will continue once the staging area is in operation.

Utilities anticipates a minimum of two vehicles entering the gravel staging area per day. These vehicles will primarily be dump trucks and semi-trucks hauling materials. The vehicles will typically operate Monday-Friday, from 7:00am to 4:00pm. Occasionally, in the event of emergency response, the vehicles may operate after business hours or on the weekends. The site will not be an active gravel pit with continuous movement of materials around the site. Vehicles will enter the site to obtain needed materials and leave when loaded or enter to deliver materials to replenish supplies and leave when complete. Neither activity will continue for an extended period of time over the course of a day.

Based on this data, Utilities anticipates a minimum of 120 to a maximum of 200 vehicles per week entering the combined staging area and GPAP site. All traffic will enter the site from the east and will leave the site heading east towards Marksheffel Road. Site distance will not change with the addition of the staging area site. No site distance impacts are anticipated because the staging area will be accessed via an existing driveway. Utilities is not proposing any signs along Carefree Circle North.

In accordance with Engineering Criteria Manual, Appendix B.1.2.D, a Traffic Impact Study is not required for this project. The following criteria are met:

- 1) Daily vehicle trip-end generation is less than 100 or the peak hour trip generation is less than 10;
 - Utilities anticipates daily vehicle trip-end generation of less than 100. Specifically, Utilities anticipates a minimum of two vehicles entering the gravel staging area per day and a minimum of 120 to a maximum of 200 vehicles per week entering the combined staging area and GPAP site.
- 2) There are no additional proposed minor or major roadway intersections on major collectors, arterials, or State Highways;
 - Utilities is not aware of any additional proposed minor or major roadway intersections on major collectors, arterials, or State Highways near the project.
- 3) The increase in the number of vehicular trips does not exceed the existing trip generation by more than 10 peak hour trips or 100 daily trip ends;
 - Approximately 15 vehicles currently enter the existing GPAP per day. Utilities anticipates a minimum of two vehicles entering the gravel staging area per day. This increase in the number of vehicular trips will not exceed the existing trip generation by more than 10 peak hour trips or 100 daily trip ends.
- 4) The change in the type of traffic to be generated (i.e., the addition of truck traffic) does not adversely affect the traffic currently planned for and accommodated within, and adjacent to, the property;
 - The type of vehicles entering the staging area will be similar to the type of vehicles that currently enter the adjacent GPAP site, and they will all use the same access driveway off N. Carefree Circle.
- 5) Acceptable LOS on the adjacent public roadways, accesses, and intersections will be maintained;
 - The LOS on adjacent public roadways, accesses, and intersections will be maintained and will not change significantly with the addition of vehicles entering the staging area.
- 6) No roadway or intersection in the immediate vicinity has a history of safety or accident problems; and
 - Utilities is not aware of any roadway or intersection in the immediate vicinity of the project with a history of safety or accident problems. Utilities contacted the El Paso County Sherriff's Office for accident data but did not receive a response at the time of this submittal.
- 7) There is no change of land use with access to a State Highway.
 - This project will not result in a change of land use with access to a State Highway.

Waiver Request and Justification

Utilities consents to the waiver of the 30-day requirement as defined in the El Paso County Land Development Code Section 5.3.3.H.5 for the Approval of Location action as requested by El Paso Planning and Community Development Department to allow sufficient time for the notice and scheduling of the Planning Commission Hearing.

Meeting with Covington Homes

El Paso County staff facilitated a meeting between Utilities and adjacent landowner, Covington Homes, to discuss visual and noise impact mitigation for the site. The meeting took place virtually on November 10, 2021 and included the following attendees: Nina Ruiz (El Paso County), Ryan Howser (El Paso County), Grace Covington (Covington Homes), Heath Herber (Gardens at North Carefree Metro District Board of Directors), Clint Barden (Utilities), Derek Holscher (Burns & McDonnell), and Erica Powell (Burns & McDonnell).

Covington Homes is currently developing the parcels immediately west of the staging area site for a residential subdivision. As an adjacent landowner, Ms. Covington received a letter describing the project and offering contact information in the event of questions or concerns. In response, Ms. Covington provided the County and Utilities with comments on the project, expressing concern regarding visual impacts to homeowners whose backyards will be adjacent to the existing fence along the west side of the staging area site as well as noise impacts to these same homeowners due to the movement of materials at the site. The purpose of the virtual meeting was to discuss these concerns and potential mitigation options.

To begin the meeting, Mr. Holscher gave an overview of the project and Ms. Covington and Mr. Herber stated their concerns regarding visual and noise impacts to adjacent landowners. To assist attendees on the call with visualizing the site in relation to the home lots, Mr. Howser shared street view Google Earth imagery and the site development plan drawing.

In regard to visual impacts, the attendees discussed the use of the privacy fence slats as well as the slope of the backyards up to the staging area site. Mr. Barden provided additional site detail, describing the height of the existing fence (seven feet) and the four foot cut that is planned to accommodate site drainage to the east as well as provide safe driving conditions for the trucks. The fence height and planned cut will provide 11 feet of visual screening between the backyards and the site. The group discussed the fence slat specifications, including their 98% opacity and durability. Ms. Covington shared that all home lots will include two trees in the backyard that will also provide some visual mitigation. Ms. Covington stated that Utilities has done a good job planning for visual impacts and mitigation. She requested that the fence slats be beige in color and Utilities agreed.

In regard to noise impacts, the group discussed the type, quantity, and timing of traffic at the site. Utilities anticipates a minimum of two vehicles entering the gravel staging area per day. These vehicles will primarily be dump trucks and semi-trucks hauling materials. The vehicles will typically operate Monday-Friday, from 7:00am to 4:00pm. Occasionally, in the event of emergency response, the vehicles may operate after business hours or on the weekends. The site will not be an active gravel pit with continuous movement of materials around the site. Vehicles will enter the site to obtain needed materials and leave when loaded or enter to deliver materials to replenish supplies and leave when complete. Neither activity will continue for an extended period of time over the course of a day. Additionally, in compliance with federal security regulations applicable to the GPAP site, a light truck security vehicle drives around the

perimeter of the combined sites twice per week using existing two-track roads. This activity will continue once the staging area is in operation.

Ms. Covington expressed concern as to whether the slats would provide sufficient noise mitigation or if landscaping, in addition to the slats, would be necessary. Ms. Covington shared that all home lots will include two trees in the backyard that will provide some noise mitigation. The group discussed the difficulties of adding trees to the west property line of the staging area site. In order to meet El Paso County Land Development Code requirements, the trees would need to be planted 15 feet from the fence, thereby shrinking the useful area of the site. Although there is a narrow Metro District parcel between the site and the home lots, it could not be used for tree plantings due to its slope. Although no setback is required in the El Paso County Land Development Code, Mr. Barden offered to increase the setback of the westerly material staging area from 30 feet to 50 feet to reduce noise impacts to adjacent backyards while also reducing the width of that staging area from 72 feet to 52 feet. Ms. Covington and Mr. Herber agreed to the setback and no landscaping on the site.

Utilities has updated its Site Plan Drawing (Attachment 2) to reflect the 50-foot setback agreed to by all parties during the meeting.

If you have questions regarding the material included in this Letter of Intent or the application materials, please contact me at dholscher@burnsmcd.com or 303-474-2204.

Sincerely,

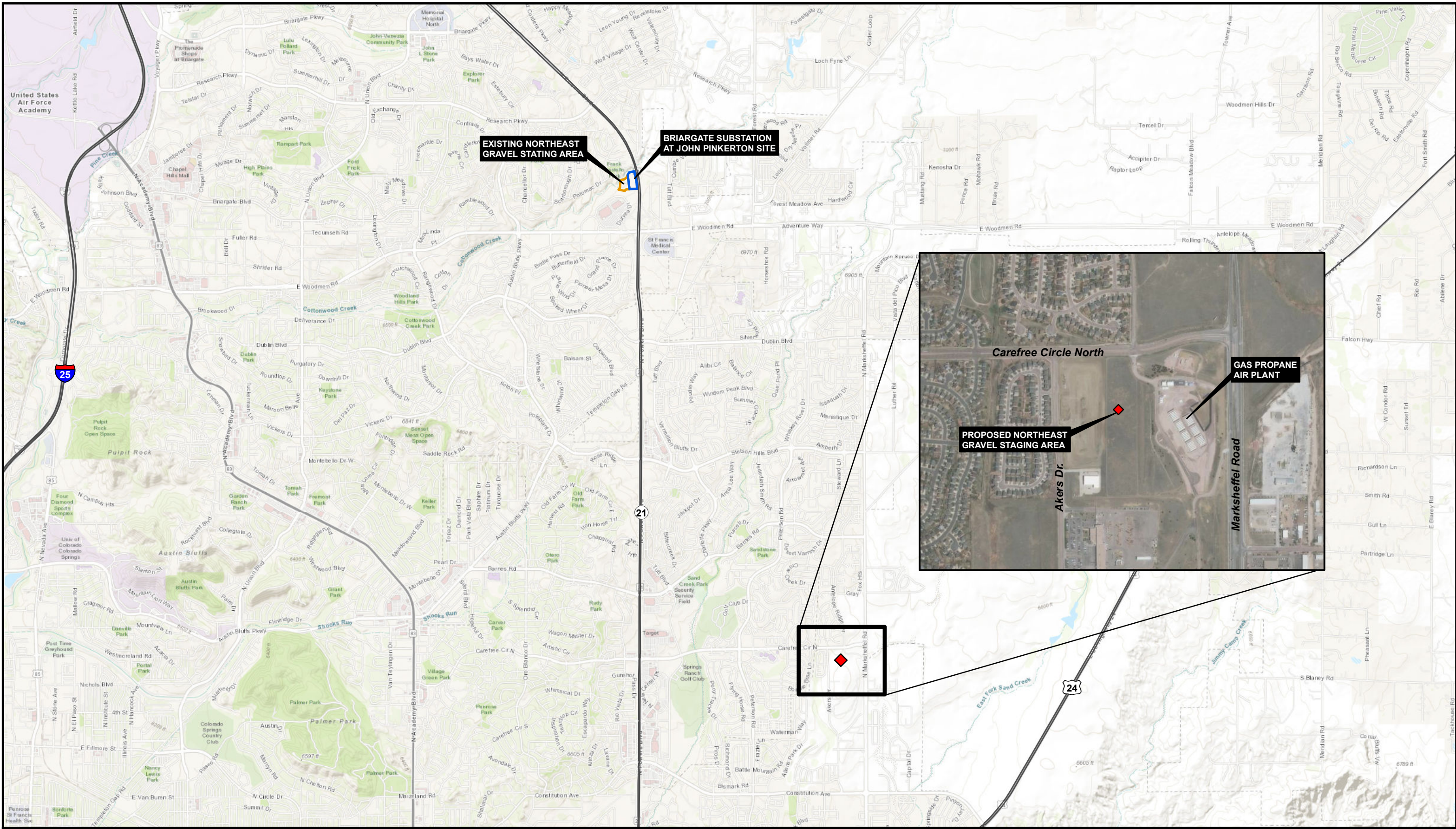


Derek Holscher
Project Manager

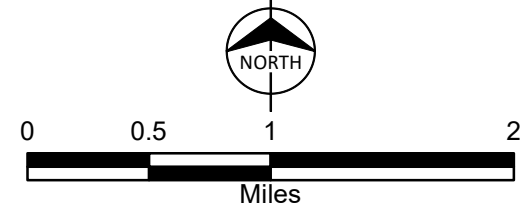
Attachments:

1. Vicinity Map
2. Site Plan Drawing
3. Floor Plan

ATTACHMENT 1 – Vicinity Map



- Briargate Substation at John Pinkerton site
- Existing Northeast Staging Area
- ◆ Briargate Staging Area Relocation Site



**GRAVEL STAGING AREA
RELOCATION**
BRIARGATE SUBSTATION
 COLORADO SPRINGS UTILITIES
 COLORADO SPRINGS, CO

ATTACHMENT 2 – Site Plan Drawing

PROJECT DATA

OWNER:
 COLORADO SPRINGS UTILITIES
 CLINT BARDEN, PROJECT MANAGER
 PHONE: 719-668-4735
 EMAIL: CBARDEN@CSU.ORG

APPLICANT:
 BURNS AND MCDONNELL
 DEREK HOLSCHER
 PHONE: 303-474-2204
 EMAIL: DHOLSCHER@BURNMCD.COM

PLAN PREPARER:
 COLORADO SPRINGS UTILITIES
 CLINT BARDEN, PROJECT MANAGER
 PHONE: 719-668-4735
 EMAIL: CBARDEN@CSU.ORG

PROPERTY ADDRESS:
 PARCEL 5329400005
 NORTH CAREFREE CIR
 COLORADO SPRINGS, CO 80922

PROPERTY TAX SCHEDULE NUMBER:
 TAX EXEMPT FOR PARCELS 5329400005 AND 532940015

LEGAL DESCRIPTION:
 TR OF LAND IN SE4 SEC 29-13-65 DES AS FOLS: COM AT SE COR OF SD SEC 29 FROM WHICH THE S4 COR BEARS S 89<43'48" W 2634.93 FT, S 89<43'48" W 994.51 FT TO SW COR OF TR CONV IN BK 5686-146 & FOR POB, TH CONT S 89<43'48" W 300.02 FT, N 00<27'02" E 1391.73 FT, N 89<42'22" E 262.43 FT TO A POC TO L, TH ELY ALG ARC OF CUR TO L HAVING A RAD OF 1060.00 FT A C/A OF 02<01'59" AN ARC DIST OF 37.61 FT WHICH CHORD BEARS N 88<41'22" E 37.61 FT, S 00<27'02" W 1392.52 FT TO POB

LOT/PARCEL SIZE:
 9.58 ACRES

LOT AREA COVERAGE CALCULATION:
 5.00 ACRES COVERAGE
 9.58 TOTAL ACRES
 52% LOT AREA COVERAGE

EXISTING/PROPOSED LAND USE AND ZONING:
 EXISTING - RR-5 CAD-0 POLITICAL SUBDIVISION
 PROPOSED - RR-5 CAD-0 POLITICAL SUBDIVISION

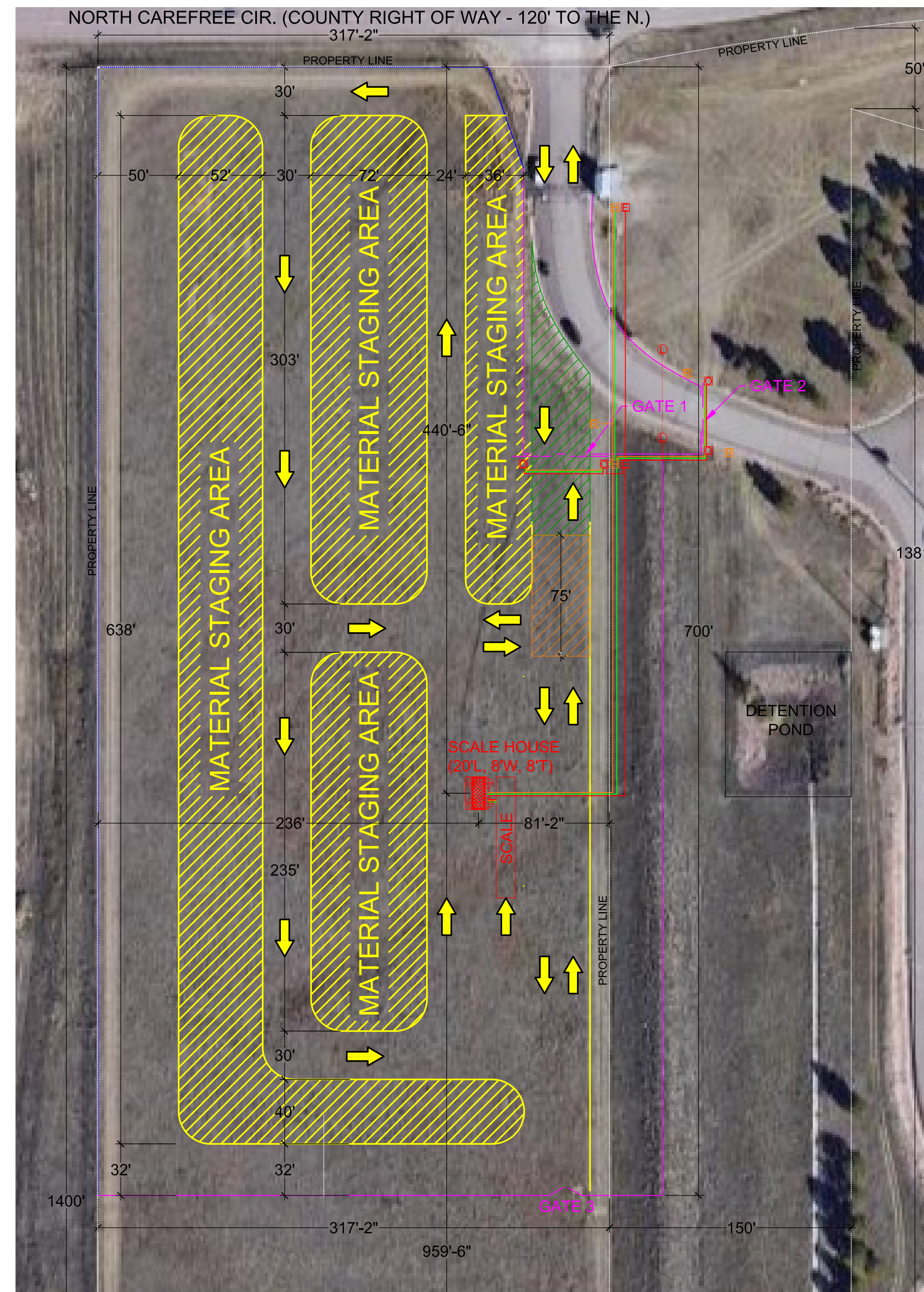
TOTAL GROSS BUILDING SQUARE FOOTAGE:
 SCALE HOUSE - 160 SQ. FT.

OPEN SPACE, LANDSCAPING, AND IMPERMEABLE SURFACE PERCENTAGE:
 OPEN SPACE - 0.00 ACRES
 LANDSCAPING - 4.58 NATURAL GRASSES
 IMPERMEABLE - 00.25 ACRES

DENSITY AND TOTAL NUMBER OF DWELLING UNITS (RESIDENTIAL):
 N/A

PARKING COMPUTATIONS:
 REQUIRED - 0
 PROVIDED - 0
 ACCESSIBLE - 0

- NOTES:**
1. ADA: THE PARTIES RESPONSIBLE FOR THIS PLAN HAVE FAMILIARIZED THEMSELVES WITH ALL CURRENT ACCESSIBILITY CRITERIA AND SPECIFICATIONS AND THE PROPOSED PLAN REFLECTS ALL SITE ELEMENTS REQUIRED BY THE APPLICABLE ADA DESIGN STANDARDS AND GUIDELINES AS PUBLISHED BY THE UNITED STATES DEPARTMENT OF JUSTICE. APPROVAL OF THIS PLAN BY EL PASO COUNTY DOES NOT ASSURE COMPLIANCE WITH THE ADA OR ANY REGULATIONS ENACTED OR PROMULGATED UNDER OR WITH RESPECT TO SUCH LAWS.
 2. THE CITY OF COLORADO SPRING (COLORADO SPRINGS UTILITIES CURRENTLY OWNS PARCELS 5329400005, 5329400015, AND 5329400014. CURRENTLY UTILITIES USES THE THREE PARCELS IN CONJUNCTION WITH EACH OTHER FOR STORM WATER RETENTION AND ACCESS. THE MATERIAL STAGING YARD STOCK PILES WILL BE LIMITED TO PARCEL 5329400005.
 3. NO EXISTING EASEMENTS EXIST ON PARCELS 532940005, 5329400014, AND 5329400015.



PROPOSED STAGING YARD

SCALE: 1" = 50'-0"



VICINITY MAP

SCALE: NONE

SYMBOLS

- ELECTRICAL PANEL
- HOFFMAN BOX
- GATE OPERATOR
- LIGHT POLE (15 FT. TALL, 62,235 LUMENS)
- CARD READER PEDESTAL
- WALL PACKS (7 FT. TALL, 7,200 LUMENS)
- DIRECTION OF TRAFFIC

LEGEND

- NEW ASPHALT
- TRACKING AREA
- MATERIAL STAGING AREA
- NEW UNDERGROUND ELECTRICAL
- NEW UNDERGROUND LOW VOLT
- NEW UNDERGROUND SPARE CONDUIT
- NEW FENCE LINE (7' TALL)
- EXISTING FENCE LINE (7' TALL)



FACILITIES DEPARTMENT
 404 FONTANERO
 BUILDING 456 MAIL CODE 1260
 COLORADO SPRINGS, CO 80947-1260
 PHONE: 719-668-8888
 FAX: 719-668-2888
 www.csu.org

COLORADO SPRINGS UTILITIES 2021 NE GRAVEL STAGING AREA RELOCATION

7723 NORTH CAREFREE CIRCLE
 COLORADO SPRINGS, COLORADO

2	REVISION 1	11/6/2021
1	DESIGN	4/28/2021
#	Revision	Date

Designed By CB
 Checked By J.B.
 Reviewed By
 WO #
 Schedule/Tax #: 532400005
 Status

C1.01

SITE DEVELOPMENT PLAN

PCD File No. U-21-001 and PPR-21-050
 Colorado Springs Utilities NE Gravel Staging Area
 Site Development Plan Checklist

Items with an X are included on the site development plan; those marked N/A do not apply to the project.

Graphic scale	X
Vicinity map showing the property in relation to the surrounding area	X
Location of the property lines, right-of-way, and all existing and proposed easements	X
Dimensions of all property lines	X
The building footprint for all structures depicted and labeled to include the proposed use(s), floor area, and height. The setbacks of all building footprints dimensioned from all property lines.	X
Location and height of all fences, walls, or berms	X
Location and dimensions of all existing and proposed signs	N/A
Traffic circulation including all points of ingress/egress into the property	X
The layout and location of all off-street parking, loading and other vehicular use areas	X
Location of all ADA parking spaces, ramps, pathways, and signs	N/A
Location, height and intensity of all outdoor illumination	X
Location of all no-build areas, floodplain(s), and drainage facilities	X
Location and screening of all dumpster(s) and loading dock areas	N/A
Standard details of parking (compact, ADA, standard), ADA ramps, driveways, and signs	N/A
Location of all existing and proposed utility lines and associated infrastructure	X
Existing/proposed land use, parcel size, and zoning	X
Percent of open space, landscaping, and lot coverage	X
Computation identifying the required parking and the provided parking	N/A

ATTACHMENT 3 – Floor Plan

Scale House Floor Plan: 8' wide x 20' long x 8' high Open Bay Container

