



MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Kathleen Schmitz, Town Clerk/Treasurer

DATE: August 4, 2022

RE: Resolution 06-2022 A Resolution Authorizing Town Staff to Approve
Minor Amendments to Our Lady of Loreto Development Plan

DISCUSSION:

Town code allows for the use of chain link fencing except within 50 feet of any Town right-of-way in a large lot rural residential zone district but prohibits the use of chain link fencing in any nonresidential area (see 16-3-70 (b)(2)). The Planned Unit Development (PUD) zoning associated with the Our Lady of Loreto campus places it in the category of a non-residential land use. The Town Planner proposed a minor amendment to the original Our Lady of Loreto PUD, which was endorsed by the Town of Foxfield in 2002. The Town Attorney reviewed and endorsed the proposal.

RECOMMENDED MOTION:

"I move to approve Resolution 06-2022 Authorizing Town Staff to Approve Minor Amendments to the Our Lady of Loreto PUD."

ATTACHMENTS:

Exhibit A – Town Planner Recommendation

Exhibit B – Our Lady of Loreto Response

Exhibit C – Resolution 06-2022 A Resolution Authorizing Town Staff to Approve Minor Amendments to Our Lady of Loreto Development Plan



TO: Mr. Daniel Lowen, PE – Lowen Engineering Inc.
FROM: Travis Reynolds, Planning Manager, SAFEbuilt Studio – on behalf of the Town of Foxfield.
DATE: May 27, 2022
SUBJECT: Review of Our Lady of Loretto – Overlot grading, drainage analysis, and GESG

Town staff provides the following comments for review of the proposed grading associated with creation of a ball field at the existing campus of Our Lady of Loretto (LOL) church. Staff conducted the review in the context of the Town of Foxfield Municipal Code and previously approved documents in the form of amended development plans for the campus.

Minor Amendment to the existing Development Plan -

The campus of LOL is regulated for land use by the Town of Foxfield under a Planned Unit Development (PUD) and subsequent, required Development Plan since 2002. Throughout the last twenty years, as changes necessitated, amendments to the plan were made to reflect various changes from the original details of the initial Development Plan endorsed by the Town. To date, Town records are able to identify seven amendments that occurred.

Section 16-2-90 of the [municipal code](#) highlights stipulations regarding amendments to the official development plan. Based on the nature of the proposed changes identified in the submitted documents, it is requested that the applicant submit an amended Development Plan document in accordance with the stipulations of 16-2-90 and outlining the proposed changes to the campus. We recognize that the original Development Plan outlined the creation of athletic playing fields. The baseball field proposal deviates from the outlined athletic playing fields slightly in terms of scale and location. Therefore, we are prescribing a minor amendment to the existing Development Plan and will seek authorization, to process it as a minor amendment and thus, administratively, from the Board of Trustees in accordance with 16-2-90 (b) of the code.

The minor amendment process will allow the Town to memorialize the changes to the plan and create an updated record for future administrations. Existing records are limited. We will provide digital copies of what we have at our disposal, however, it may be necessary to contact the Town Clerk or the Arapahoe County Clerk and Recorder for the most recent, recorded copies of the last Development Plan Amendment for use as a baseline of information.

Proposed fencing for the outfield/foul line

As noted in your email correspondence, the Town code prohibits the use of chain link fencing within 50 feet of any Town right-of-way – however – this is a standard applied to the large lot rural residential zone district. The PUD zoning associated with the campus places it in the category of a non-residential land use – however - the code prohibits the use of chain-link fencing in any nonresidential area (see 16-3-70 (b)(2)).

Details of the proposed fencing are limited in the current submittal. Based on the location of the fence (behind a proposed berm), that nature of the use of the fence for delineation of the boundaries of the playing field, and the unique, often customized, approach to the standards allowed in a PUD, staff is requesting that the applicant provide additional details of fence alignments, materials, and detailed specifications. This will allow staff to understand the potential impacts of the use of the fencing in the context of the original intent of the code's prohibition. Staff makes this request in the interest of considering the fencing as part of the Minor Amendment in lieu of relief via a Variance.

Travis Reynolds
Planning Manager
SAFEbuilt Studio on behalf of
Town of Foxfield
P.O. Box 461450
Foxfield, CO 80046

Mr Reynolds,

Summary of original PUD

The original PUD shows the development of the Catholic Parish building and the future buildings associated with the Catholic School (which have since been constructed) in the north central portion of the site, three paved parking areas with a total of 595 parking spaces, a stormwater detention and water quality facility (detention pond) is located in the northwest portion of the site, a parish residence in the south central portion of the site, a stormwater conveyance swale located on the northeast corner of the property, Future multi-use athletic field located on the west central portion of the site and future ball field shown in the northwest portion of the site.

The proposed amendment to the approved development plan includes:

- The original ball field was shown in the northwest corner of the property, adjacent to the stormwater detention and water quality pond. The ballfield was originally proposed as approximately 1.36 acres in size. The proposed ballfield in the proposed current plan will be relocated to the southeast corner of the property and is approximately 1.65 acres in size (within the fence line). Amenities to this ballfield development include bleachers, dugouts, access walks (to accommodate Americans with Disabilities Act requirements) and emergency vehicle access to the field.
- As part of the proposed ball field development, 185 feet of proposed chain link fence will be within the 50-foot setback required from the Public R.O.W of South Waco Street. The fence is necessary for the development of the ballfield to provide safety/warning for the players at the edge of field. A detail of the 4-foot chain link fence has been provided in the attached Exhibit A-1 and its location and encroachment has been also shown on the plan.
- The original multi-use field is located in the approximate location as proposed with the current plan. The field was originally shown as approximately 1.05 acres in size and in the current plan is proposed to approximately 0.92 acres in size.

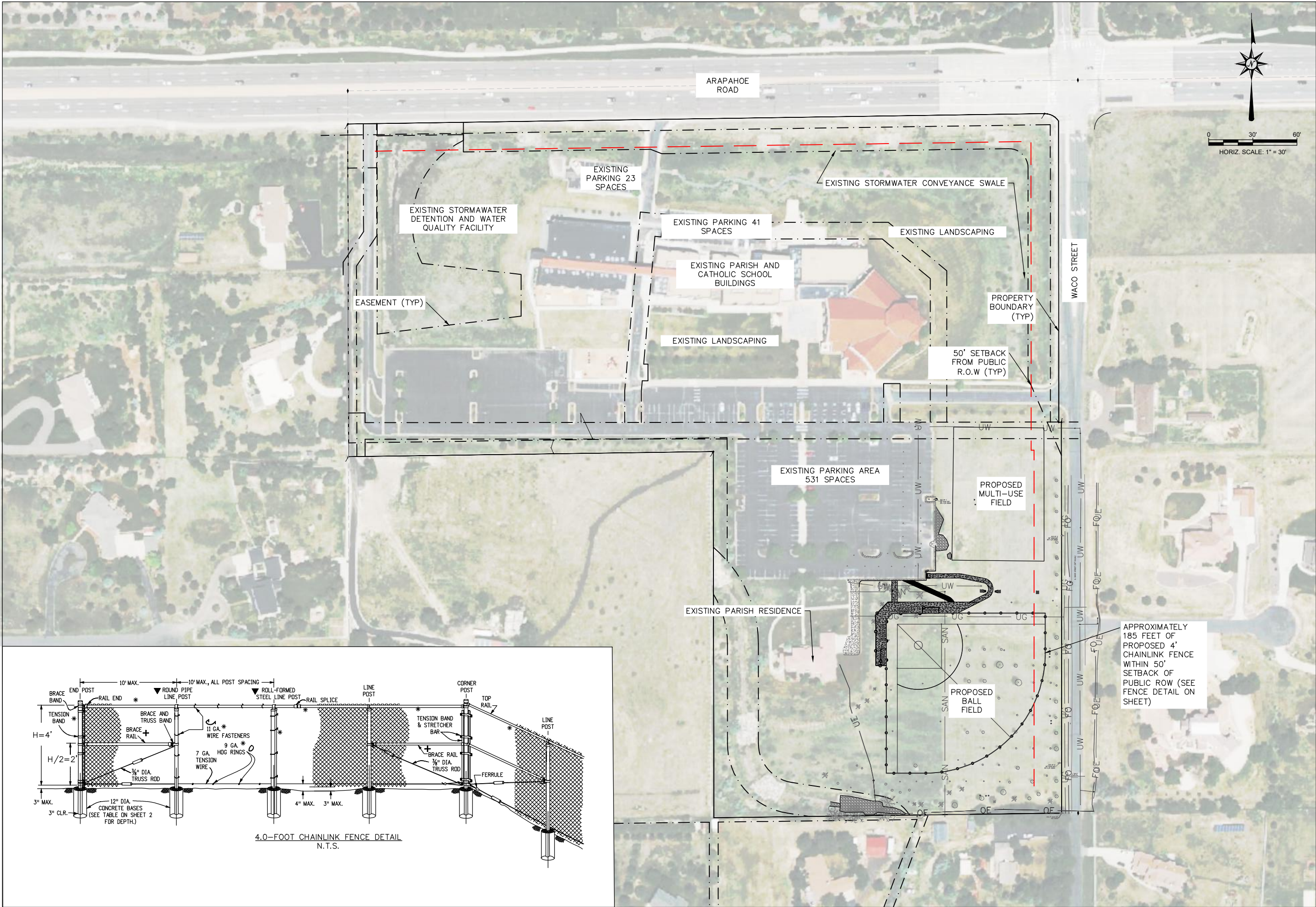
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No other development plan amendments are proposed as part of this project. The attached exhibit shows the existing site and features

Regards,

Elysa Loewen, PE
Vice President
Loewen Engineering, Inc.



PREPARED BY:

LOEWEN
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PREPARED FOR:

**OUR LADY
LORETO**

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VERIFY SCALE:
BAR IS ONE INCH
ON ORIGINAL
DRAWINGS

811

Know what's below.
Call before you dig.

OUR LADY OF LORETO BASEBALL FIELD
DEVELOPMENT PLAN
MINOR AMENDMENT -EXHIBIT

#	DATE	DESCRIPTION	INITIALS

DRAWN BY: KN
DESIGNED BY: KN
CHECKED BY: DL

DATE
JUNE 2022

SHEET
A-1

Trustee's Resolution

Resolution No 06, Series 2022

**A RESOLUTION AUTHORIZING TOWN STAFF TO APPROVE MINOR
AMENDMENTS TO OUR LADY OF LORETO DEVELOPMENT PLAN
FOR THE TOWN OF FOXFIELD, COLORADO**

WHEREAS, the Our Lady of Loreto Planned Unit Development (PUD), was approved by the Town of Foxfield in 2002; and

WHEREAS, a minor amendment is proposed to memorialize changes to the original Our Lady of Loreto PUD.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF FOXFIELD, COLORADO:

Section 1. The Town Administrator or the Town Administrator's designee is hereby authorized to approve minor amendments to the Our Lady of Loreto Planned Unit Development ("PUD") so long as such amendments are "Minor Amendments" as defined by Section 16-2-90(b) of the Town of Foxfield Municipal Code.

DATED, at the Town of Foxfield, Colorado, this ____ day of _____ 2022.

Lisa Jones, Mayor

ATTEST:

Kathleen Schmitz
Town Clerk