

MEMO

TO: Tim Rhode, Village Administrator
 FROM: Ryan Amtmann, Village Engineer
 DATE: October 15, 2020
 SUBJECT: LCL Catalyst Multi-family – Rezone and PUD Petition

BASIC INFORMATION	
Project Name	Lake Country Lutheran Catalyst Multi-family
Applicant Name	Catalyst
Consulting Planner and/or Engineer	TRIO
Existing Zoning	Public/Institutional
Requested Zoning	Rm-1 PUD Multiple-Family Res
Address/Abbreviated Legal	Tax Key HAV0423981
Comprehensive Land Map Designation	High Density Res 8 to 18 u/a

ADJACENT LAND USE/ZONING MATRIX		
<i>Direction</i>	<i>Land Use</i>	<i>Zoning</i>
North	Single Family Res	Rs-5
South	Fallow	I - Institutional
East	Single Family Res	Rs-5
West	Public/Institutional	C-1

Updated Information

At the September 21, 2020 Plan Commission meeting, the Catalyst Development Team (CDT) presented updated information regarding their Rezone and PUD Petitions. Since the 9/21/2020 Plan Commission meeting, Village Staff has had multiple meetings with CDT to accommodate their desire to receive approvals to begin site grading, utility and foundation construction on 2 buildings during November 2020.

For CDT to accomplish their goal, CDT needed to advance beyond the PUD General Development Plan into the PUD Precise Plans and Agreement stage of the process. As a result, Village staff and CDT have engaged in multiple meetings to draft the PUD Agreement and CDT has prepared detailed plans for the project. The detailed plans were transmitted to the Village on October 13, 2020. Village staff has reviewed the detailed plans and PUD Agreement and offer the following comments:

PUD Agreement

The PUD agreement has been developed by the Village Attorney and reviewed by CDT legal counsel. The PUD agreement is in substantially good form. There are numerous exhibits included in the PUD agreement that will be included in the Plan Commission packet. A few items of note include:

1. There has been a PILOT provision included (Payment In Lieu of Tax) that would trigger if the ownership of the project were ever to be transferred to a non-profit (i.e. non-taxable) entity in the future.

2. Letter of Credit (LOC) – there will be a LOC posted to account for work associated with the onsite private utilities and the roadway connection work within the Village right-of-way.
3. Phasing Plan – See “Exhibit K Construction Sequence and Completion Timeline” of the PUD Agreement for CDT’s planned construction schedule. It is the intent of CDT to build all six buildings in a sequential format focusing on Buildings 1 and 2 initially and bringing each building to completion in approximately 1 month increments between July 2021 and January 2022.

Parking

The September 4, 2020 plans that were discussed at the September PC meeting were deficient in parking by 18 stalls. CDT has amended their plans to include 18 additional parking stalls. Please see Exhibit E for the parking plan.

The parking plan needs to be updated to identify the length and widths of the parking stalls. The plans should identify pavement markings in areas of parallel parking areas to delineate the parking stalls. The surface level parking spaces are currently noted as 9’ x 18’ or 162 square feet which is substandard to the 180 square feet Village standard for private parking stalls. The surface areas parking stalls near garages could be lengthened by 2 feet to meet the standard. It is unclear as to what the length is for the driveway parking stalls in front of the garages. This should be labeled on the plans and should be 18-feet + a 2-foot buffer from the front of the vehicle to the garage door. Is there 20-feet of space between the face of the garage doors and the back of curb, so that vehicles don’t hang into the drive lanes?

CSM

The current version of the CSM is dated October 15, 2020. The following are comment requiring updates to the CSM:

1. During discussions at a previous Plan Commission meeting discussion occurred regarding restricting the zoning on Lot 2 of the CSM to restrict high traffic type uses from being located on this parcel. CDT shall propose restrict language on the CSM for Lot 2 regarding this.

Exhibit E – Plans and Specifications

CDT submitted detailed civil/site plans that are include in Exhibit E – Plans and Specifications. The detailed civil/site plan were reviewed by Village staff. Our primary comments are summarized as follows:

1. Cover Sheet T1
 - a. Identify the Developer (Lighting Development, LLC) with associated key contact information.
 - b. Show Contractor (Catalyst Construction) with associated key contact information.
2. Proposed Site Plan C0.20
 - a. Identify on this sheet or a dedicated sheet - pavement markings and signage (Campus Drive, parallel parking areas, stop bars, cross walks, signage).
 - b. Call out heavy duty concrete in area for emergency vehicles – point to a detail.
 - c. Show proposed public path on this sheet south of garage near building 5 and 6.
 - d. Include a separate sheet for Parking Plan C0.21. Include a detailed table that shows where/how many parking spots are being provide and what type – garage, under unit, surface. Include length and widths for different parking stall types.
 - e. Call out material types for paths.
 - f. Campus Drive crosswalk needs to be designed and installed as a part of Phase 1. There should be an ADA curb ramp and paved landing onto LCL property. This may require modifications to street lighting, electrical, storm sewer and grading.

9. Storm Sewer System Plan C4.00
 - a. Structures within paved areas shall have 2-foot stumps. The stormwater maintenance agreement shall call for their annual cleaning.
 - b. Existing storm inlet in Campus Drive needs to be relocated.
 - c. Provide storm inlet and sewer sizing calculations. Verify drainage/sizing for Campus Drive modifications.
 - d. Additional dual inlets needed on both sides of private drive near Scenic Road. Storm sewer could direct discharge to basin.
 - e. Additional inlet needed near STM Field INL 62A, locate additional inlet in roadway curb.
10. Intersection Detail C5.00
 - a. Show cross walk of Campus Drive layout.
 - b. Use 30-inch curb and gutter on Campus Drive to radii.
 - c. Show existing and proposed pavement markings, lane widths, sawcut and paving limits, grading impacts, pavement spot grades, drainage directions.
 - d. Show relocation of storm inlet.
 - e. Call out limits of existing path removal and relocation.
 - f. Relocate iron property pins.
 - g. Call out path/sidewalk material types – asphalt, concrete and natural.
 - h. Change 12” vertical curb note to 18” and BOC-BOC to FOC-FOC.
11. Construction Specifications C6.00
 - a. Clarify CDT intent for material type/methods for backfilling private utility trenches.
 - b. Fire hydrants shall meet Village specification – there is a lead time for these hydrants.
12. Construction Details C6.01
 - a. Change meter pit access hatch to the type being utilized by the Paradise Trails meter pit. If this meter pit is in a paved area, then it needs HS20 load rating.
 - b. Show detail for fire truck access drive heavy concrete.
 - c. Add detail for the multi-use paved trail.
13. Construction Details C6.02
 - a. How will the transition occur with 18-inch curb/gutter and R-3067-V grates?

RTA:rt