

TO: Planning Commission

FROM: Emma Martin, Planner

DATE: August 28, 2020

SUBJECT: VAR20-0001 Subdivision variance request to eliminate required public utility easements centered on all interior lot lines and interior to all perimeter lot lines, and a request to eliminate required dedication of open space for the proposed 9 lot Lee and Main Townhome subdivision, located on 0.609 acres at 201 S Main Street, 103 Lee Street, and 105 Lee Street (Tax Map Nos. 257- A 48 and 257- A 47) submitted by Laura Morillo of Draper Aden Associates (applicant) for Lee and Main Street LLC (property owner).

In the work session discussion, Planning Commission requested additional information from staff regarding the fee in lieu option. Based on the information staff has found, there are four alternatives for Planning Commission to consider, described below:

1. Grant a variance to open space requirement and waive fee in lieu

Planning Commission may wish to waive the fee in lieu of dedication of open space requirement as a whole.

2. Grant a variance to open space requirement and require the full fee in lieu

Planning Commission may wish to require the full fee in lieu. As noted in the staff report, the fee in lieu is calculated by taking 10% of the assessed land value of parcel 1 and take 10% of the assessed land value of parcel 2 and adding the two together. Staff, in error, provided calculations at the work session using the total assessed value rather than the assessed land value. The assessed land value (excluding the value of the buildings) for both parcels is equal to \$661,800. Ten percent of that assessed land value (the amount of the full fee in lieu) is \$66,180.

3. Grant a variance to open space requirement and require a reduced fee in lieu

Planning Commission may wish to require a reduced fee in lieu more in line with the residential portion of the development. The portion of the proposed development that is covered by townhome units, which is 26%, can be considered for the residential portion. If the 26% calculation is used, the reduced fee in lieu total is \$17,206.80.

4. Grant a variance to open space requirement and require a reduce fee in lieu based on amenity costs

Planning Commission requested information related to maintenance and operational costs from the Parks and Recreation Department. Public Works completes much of the maintenance for Town recreation facilities, which makes it challenging to provide detailed costs to Planning Commission. As an alternative, the Parks and Recreation Department provided information about the cost of picnic shelters. The cost for a 20-foot by 40-foot picnic shelter is \$45,000. The cost for a 20-foot by 20-foot picnic shelter is \$20,000.

Planning Commission is asked to approve or deny the subdivision variance requests. The Planning Commission may also grant a variance subject to specific conditions of approval.