

# Administrative Decision Memorandum

---

**Date:** July 13, 2016

**13-106374SD** Shaffer's Crossing Campground SDP

**Related Cases:** Zoning Case: 10-117532RZ  
Plat Case: 04-117254MA  
Minor Adjustment: 13-116856MA

**Owner/Applicant:** Elk Creek Properties LLC

**Representative:** Doug Reed, Fine Line Consulting, Inc.

**Location:** 32234 Fish Pond Way, Pine CO, 80470

**Purpose:** SDP to allow for the development of a 12.9 acre campground

**Case Manager:** Dennis Dempsey

---

## **Background / Discussion:**

The applicant has completed this Site Development Plan process in order to construct and operate a 12.9 acre campground for recreational vehicle and tent camping purposes. The subject property is located in the vicinity of 32234 Fish Pond Way. The new campground will include 35 camp sites, with 30 sites for Recreational Vehicle or Camper spaces and 5 for Tent Sites. No new or existing buildings are within this Site Development Plan area. This Sited Development Plan application process formally started in May of 2013. Due to unforeseen circumstances, including a bankruptcy that has affected the resubmittal process, the applicant was required to request for multiple 120-Day Extensions.

## **Applicable Regulations:**

Section 1.O.3 of the Jefferson County Land Development allows the Director of Planning and Zoning to approve Site Development Plans in order to provide an administrative evaluation for industrial, commercial, multi-family, recreational and institutional developments that do not include the subdivision of land. Section 1.O.4 of the Jefferson County Zoning Resolution establishes criteria for the approval of a Site Development Plan.

## **Referral:**

This request was sent on three referrals to internal agencies including Planning Engineering, Zoning Administration, Cartography, Addressing, County Geologist, Public Health, Public Improvements Coordinator, Open Space, Assessor's Office, Transportation and Engineering, Road and Bridge, and Planning Staff. The applicant has adequately addressed all comments from these reviewing agencies and this Site Development Plan is in conformance with all applicable County regulations.

## **Notification:**

Pursuant to Level 2 Notification Requirements as specified in Section 1.K. of the Jefferson County Zoning Resolution, notification was sent to adjacent property owners and applicable registered associations. In addition, signage was properly posted during the processing of the Site Development Plan. Staff has not received comments from the surrounding neighbors and applicable registered associations in regard to the Site Development Plan.

## **Analysis**

Staff finds that the proposed Site Development Plan meets the criteria of Section 1.O.4. All landscaping, architecture, lighting, and parking plans can be found in the final approved documents folder.

## **Staff Recommendation:**

For the reasons indicated within this report, Staff recommends **approval** of the applicant's proposed Site Development Plan application. If the Director of Planning and Zoning approves the Site Development Plan

application, the Director of Planning and Zoning is authorized to sign the mylar and thus Staff is authorized to place the Site Development Plan of record and issue the applicable building permits.

**Decision:**

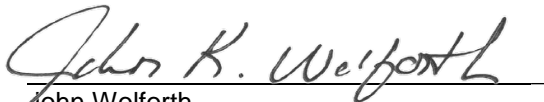
Pursuant to Section 1.O.3.m of the Jefferson County Zoning Resolution, the Director of Planning and Zoning shall review the request and Staff's recommendation, and approve, approve with conditions, or deny the Site Development Plan, Case No. 13-106374SD:

Approved

Approved with conditions:

\_\_\_\_\_  
\_\_\_\_\_

Denied



John Wolforth  
Director of Planning and Zoning

7/20/16  
Date

**REVIEWED**

*By Christiana Farrell at 10:54 am, Jul 20, 2016*

**REVIEWED**

*By Mike Schuster at 11:42 am, Jul 20, 2016*