

# Conceptual Review Agenda

Schedule for 10/05/15 to 10/05/15

281 Conference Room A

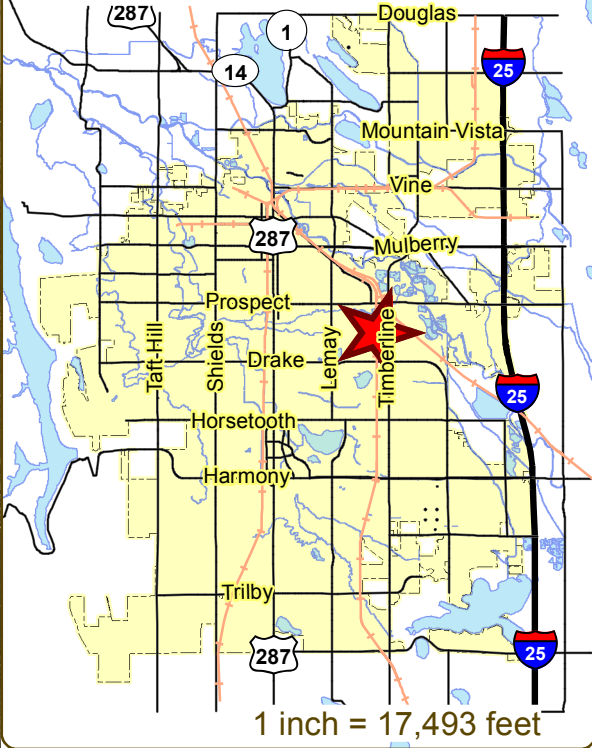
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## Monday, October 5, 2015

Time	Project Name	Applicant Info	Project Description	Planner
9:30	2039 Timberline Rd. - Drive-thru Restaurant CDR150067	Lee Martin (970) 667-6286 <a href="mailto:lmartin@landmarkltd.com">lmartin@landmarkltd.com</a>	This is a request to construct a drive-thru coffe shop at 2039 Timberline Rd. (parcel #8719144003). The proposed site plan shows a 720 sq. ft. building with one drive-thru lane and outdoor seating. 13 parking spaces are shown on the proposed site plan. The site is located in the Industrial (I) zone district. This proposal will be subject to Planning & Zoning Board (Type II) review.	Ted Shepard
10:15	2133 Timberline Rd. - Office and Restaurant CDR150068	Keith Meyer (970) 988-8605 <a href="mailto:keith.meyer@ditescoservices.com">keith.meyer@ditescoservices.com</a>	This is a request to construct offices and a restaurant at 2133 Timberline Rd (parcel #8719444011). The proposal shows a 8,100 sq. ft. building with 5,600 sq. ft. dedicated to office/dental and 2,500 sq. ft. dedicated to restaurant space. The proposed site plan shows 43 parking spaces to serve the development. The parcel is located in the Industrial (I) zone district. This proposal will be subject to Planning & Zoning Board (Type II) review.	Ted Shepard
11:00	2410 E Drake Rd. - Light Industrial CDR150069	Cathy Mathis (970) 532-5891 <a href="mailto:cathy@tbgroun.us">cathy@tbgroun.us</a>	This is a request to build an additional building at 2410 E Drake Rd (parcel #8720300012). The proposed building will be 25,000 sq. ft. The proposed building will be located in Section D as outlined in the Cargill ODP. The site is located in the Low Density Mixed-Use Neighborhood (LMN) zone district. This proposal will be subject to a Major Amendment.	Clay Frickey

# 2039 Timberline Rd Drive-thru Restaurant

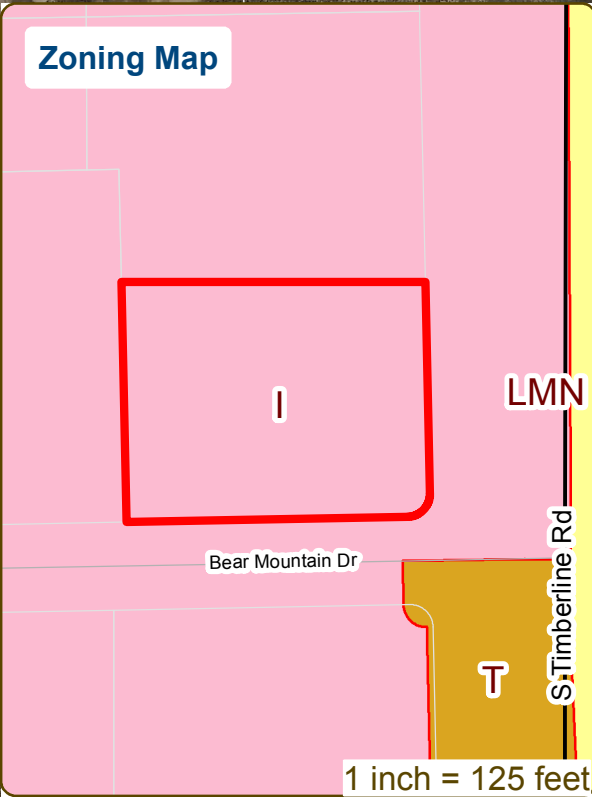
Vicinity Map



Aerial Site Map



Zoning Map



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CONCEPTUAL REVIEW: APPLICATION

General Information

All proposed development projects begin with Conceptual Review. Anyone with a development idea can schedule a Conceptual Review meeting to get feedback on prospective development ideas. At this stage, the development idea does not need to be finalized or professionally presented. However, a sketch plan and this application must be submitted to City Staff prior to the Conceptual Review meeting. The more information you are able to provide, the better feedback you are likely to get from the meeting. Please be aware that any information submitted may be considered a public record, available for review by anyone who requests it, including the media.

Conceptual Reviews are scheduled on three Monday mornings per month on a "first come, first served" basis. One 45 meeting is allocated per applicant and only three conceptual reviews are done each Monday morning. Conceptual Review is a free service. Complete applications and sketch plans must be submitted to City Staff no later than 5 pm, two Tuesdays prior to the meeting date. Application materials must be e-mailed to currentplanning@fcgov.com. If you do not have access to e-mail, other accommodations can be made upon request.

At Conceptual Review, you will meet with Staff from a number of City departments, such as Community Development and Neighborhood Services (Zoning, Current Planning, and Development Review Engineering), Light and Power, Stormwater, Water/Waste Water, Advance Planning (Long Range Planning and Transportation Planning) and Poudre Fire Authority. Comments are offered by staff to assist you in preparing the detailed components of the project application. There is no approval or denial of development proposals associated with Conceptual Review. At the meeting you will be presented with a letter from staff, summarizing comments on your proposal.

\*BOLDED ITEMS ARE REQUIRED\* \*The more info provided, the more detailed your comments from staff will be.\*

Contact Name(s) and Role(s) (Please identify whether Consultant or Owner, etc) \_\_\_\_\_

Lee Martin, RLA (Consultant)

Business Name (if applicable) Landmark Engineering, Ltd.

Your Mailing Address 3521 W. Eisenhower Blvd., Loveland, CO 80537

Phone Number (970) 667 - 6286 Email Address LMartin@LandmarkLTD.com

Site Address or Description (parcel # if no address) 2039 Timberline Rd., Fort Collins (Timberline Center, Lot 3)

Description of Proposal (attach additional sheets if necessary) Proposed drive-through coffee shop by Dutch Bros. Coffee (see attached)

Proposed Use Drive-through food service Existing Use Vacant

Total Building Square Footage +/- 720 SF S.F. Number of Stories Single Lot Dimensions +/- 156' x 198'

Age of any Existing Structures No existing structures.

Info available on Larimer County's Website: http://www.co.larimer.co.us/assessor/query/search.cfm

If any structures are 50+ years old, good quality, color photos of all sides of the structure are required for conceptual.

Is your property in a Flood Plain? [ ] Yes [x] No If yes, then at what risk is it? \_\_\_\_\_

Info available on FC Maps: http://gisweb.fcgov.com/redirect/default.aspx?layerTheme=Floodplains.

Increase in Impervious Area +/- 13,000 SF S.F.

(Approximate amount of additional building, pavement, or etc. that will cover existing bare ground to be added to the site)

Suggested items for the Sketch Plan:

Property location and boundaries, surrounding land uses, proposed use(s), existing and proposed improvements (buildings, landscaping, parking/drive areas, water treatment/detention, drainage), existing natural features (water bodies, wetlands, large trees, wildlife, canals, irrigation ditches), utility line locations (if known), photographs (helpful but not required). Things to consider when making a proposal: How does the site drain now? Will it change? If so, what will change?



August 20, 2015

Mr. Jason Holland, Project Planner  
City of Fort Collins Planning Services  
281 North College Avenue  
Fort Collins, Colorado 80524

**RE: Proposed Dutch Bros. Coffee at 2039 Timberline Road  
(Timberline Center, Lot 3)**

Mr. Holland,

On behalf of Dutch Bros. Coffee, we are pleased to submit a concept for a drive-through coffee shop with outdoor seating at the northwest corner of Timberline Road and Bear Mountain Drive. The property address is 2039 Timberline Road, and is also known as Lot 3 of Timberline Center. A concept plan is attached for your reference.

1. **Access.** The intent is to use the existing curb cut available from the private street north of Bear Mountain Drive, and to connect to the adjacent Lot 4 property line. Once Lot 4 develops, the Lot 3 parking lot will have two access / egress points. Please confirm that this approach will be acceptable.
2. **Build-to Lines.** The 10' and 25' build-to lines are shown on the attached plan (from the approved Timberline Center site plan). While we would prefer to have the building further east for visibility, we are concerned that grading and drainage constraints will preclude having the building adjacent to the 25' build-to line. However, a low retaining wall delineating the outdoor seating area is shown within 25' of Timberline. Will this approach be acceptable?
3. **Parking.** A total of 13 parking spaces are proposed, although at least a few more are possible. Given the small building footprint (720 SF), with no internal seating and a maximum of 15 spaces per 1,000 SF, the maximum would be 13 spaces, assuming that shared parking with adjacent properties is not feasible. Can the maximum parking allowance be adjusted to include the outdoor seating area?

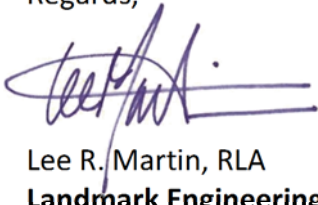


4. **Adjacent Public Rights of Way.** Improvements to neither adjacent public street (with the exception of connecting to utilities, as required) are proposed as a result of the development of Lot 3, including within the tree lawns. Please confirm.
5. **Sidewalk Access.** Sidewalk access to the building from Bear Mountain Drive right of way is proposed. This route will be accessible. No sidewalk is proposed along the west side of Lot 3 in the approved site plan. Please confirm that no sidewalk will be required in that location.

As I read the conceptual review meeting schedule, the next available date appears to be 9/21/2015 based on submitting the plan for your review today. I look forward to sitting down then with you and your team to discuss the project in greater depth.

Please let me know if you have any questions or concerns before then.

Regards,

A handwritten signature in blue ink, appearing to read 'Lee R. Martin', with a horizontal line extending to the right.

Lee R. Martin, RLA  
**Landmark Engineering**  
(970) 667 – 6286 x216

Cc: Nate Frary, Dutch Bros. Coffee





Summary	
Existing / Proposed Zoning:	I, City of Fort Collins
Property Area:	±0.701 Ac. (30,547 SF per plats)
Building Area (Footprint):	±720 SF (per architect)
Building Height:	Single Story (±22' - final calculation pending)
Building Floor Area Ratio:	0.023 FAR
Paved Area:	(calculation pending)
Landscaped Area:	(calculation pending)
Parking Minimum (10 / 1,000 SF):	7 Spaces
Parking Maximum (15 / 1,000 SF + 20% for lack of shared parking):	13 Spaces
Vehicular Parking Provided:	13 spaces (includes ADA parking)
	9' x 17' / 19' Nose-In Parking

- Notes**
1. Base information was generated from publicly available documents. This drawing is not based on a survey.
  2. Aerial photography may not reflect actual on-site conditions.
  3. Building program information was provided by the Client.
  4. Nine (9) stacking spaces are possible @ 20' length each.
  5. Stormwater drainage concept has not been evaluated by a civil engineer.
  6. Landscape and retaining wall locations shown are conceptual.
  7. Sanitary sewer, water, and other existing utilities are not shown, pending survey locates.





Community Development and  
Neighborhood Services  
281 North College Avenue  
PO Box 580  
Fort Collins, CO 80522

970.221.6750  
970.224.6134 - fax  
[fcgov.com](http://fcgov.com)

October 22, 2015

Lee Martin  
Landmark Engineering  
3521 W Eisenhower Blvd.  
Loveland, CO 80537

**Re:** 2039 Timberline Rd. - Drive-thru Restaurant

**Description of project:** This is a request to construct a drive-thru coffee shop at 2039 Timberline Rd. (parcel #8719144003), Lot 3, Timberline Center Final Plan. The proposed site plan shows a 720 sq. ft. building with one drive-thru lane, a walk-up window and outdoor seating. 13 parking spaces are shown on the proposed site plan. The site is located at the northwest corner of Timberline Road and Bear Mountain Drive and zoned Industrial (I) zone district. This proposal will be subject to Planning & Zoning Board (Type II) review as a Major Amendment..

Please see the following summary of comments regarding the project request referenced above. The comments offered informally by staff during the Conceptual Review will assist you in preparing the detailed components of the project application. Modifications and additions to these comments may be made at the time of formal review of this project. If you have any questions regarding these comments or the next steps in the review process, you may contact the individual commenter or direct your questions through the Project Planner, Ted Shepard, at 970-221-6343 or [tshepard@fcgov.com](mailto:tshepard@fcgov.com).

**Comment Summary:**

**Department: Zoning**

**Contact: Gary Lopez, 970-416-2338, [glopez@fcgov.com](mailto:glopez@fcgov.com)**

1. Please remove any notes regarding signage as a separate review and permit is required for such.
2. Is there any outdoor seating. Can picnic tables or similar in in the pond with add'l vegetation creating park like atmosphere?
3. Zoning would prefer to see the menu/order board located further north at the turn of the queuing driveway and at a 45 degree angle. This is to restrict any illumination toward Timberline.
4. Note that the property is located in the Residential Neighborhood Sign District which will restrict signage. The development will be considered a Neighborhood Service Center. LUC 3.8.7(E) will apply.
5. Where will be the trash enclosure? Note that LUC 3.2.5 will apply to these.

**Department: Water-Wastewater Engineering**

**Contact: Shane Boyle, 970-221-6339, [sboyle@fcgov.com](mailto:sboyle@fcgov.com)**

1. Existing water and sewer mains in the vicinity include 8-inch water mains in Bear Mountain and the driveway to the west and an 8-inch sewer main in the driveway to the west. Existing 1-inch water service, 6-inch fire line, and a sewer services are stubbed into the site. These services must be reused with this development or abandoned at the main.
2. The water conservation standards for landscape and irrigation will apply. Information on these requirements can be found at: <http://www.fcgov.com/standards>
3. Development fees and water rights will be due at building permit.

**Department: Traffic Operations**

**Contact: Martina Wilkinson, 970-221-6887, [mwilkinson@fcgov.com](mailto:mwilkinson@fcgov.com)**

1. Since this type of use was anticipated with the original approvals, not further traffic analysis is needed.
2. It would be very helpful to include a north/south sidewalk along the western edge of the parcel to support pedestrians connectivity among uses in the overall area.
- 2.

**Department: Stormwater Engineering**

**Contact: Shane Boyle, 970-221-6339, [sboyle@fcgov.com](mailto:sboyle@fcgov.com)**

1. A drainage report, erosion control report, and construction plans are required and they must be prepared by a Professional Engineer registered in Colorado. The drainage report must address the four-step process for selecting structural BMPs. There is a final site inspection required when the project is complete and the maintenance is handed over to an HOA or another maintenance organization. The erosion control report requirements are in the Fort Collins Stormwater Manual, Section 1.3.3, Volume 3, Chapter 7 of the Fort Collins Amendments. If you need clarification concerning this section, please contact the Erosion Control Inspector, Jesse Schlam at 224-6015 or [jschlam@fcgov.com](mailto:jschlam@fcgov.com).
2. The proposed site plan must meet the engineering assumptions from the approved plan for Timberline Center with regards to percent impervious. Detention and water quality are provided in the existing detention pond to the north as long as there is no increase in percent impervious from the approved plan. The development will need to provide drainage infrastructure to get onsite runoff into the detention pond.
3. Low Impact Development (LID) requirements are required on all new or redeveloping property which includes sites required to be brought into compliance with the Land Use Code. These require a higher degree of water quality treatment for 50% of the new impervious area and 25% of new paved areas must be pervious. Standard operating procedures (SOPs) for all onsite drainage facilities will be included as part of the Development Agreement. More information and links can be found at: <http://www.fcgov.com/utilities/what-we-do/stormwater/stormwater-quality/low-impact-development>
4. Per Colorado Revised Statute §37-92-602 (8) effective August 5, 2015, criteria regarding detention drain time will apply to this project. As part of the drainage design, the engineer will be required to show compliance with this statute using a standard spreadsheet (available on



request) that will need to be included in the drainage report. Upon completion of the project, the engineer will also be required to upload the approved spreadsheet onto the Statewide Compliance Portal. This will apply to any volume based stormwater storage, including extended detention basins and bio-retention cells.

5. The city wide Stormwater development fee (PIF) is \$7,817/acre (\$0.1795 sq.-ft.) for new impervious area over 350 sq.-ft., and there is a \$1,045.00/acre (\$0.024/sq.-ft.) review fee. No fee is charged for existing impervious area. These fees are to be paid at the time each building permit is issued. Information on fees can be found at: <http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees> or contact Jean Pakech at 221-6375 for questions on fees. There is also an erosion control escrow required before the Development Construction permit is issued. The amount of the escrow is determined by the design engineer, and is based on the site disturbance area, cost of the measures, or a minimum amount in accordance with the Fort Collins Stormwater Manual.
6. The design of this site must conform to the drainage basin design of the Foothills Basin Master Drainage Plan as well the Fort Collins Stormwater Manual.

**Department: Fire Authority**

**Contact: Jim Lynxwiler, 970-416-2869, [jlynxwiler@poudre-fire.org](mailto:jlynxwiler@poudre-fire.org)**

**1. FIRE LANE**

Fire access is required to within 150' of all exterior portions of the building. Fire access cannot be measured from an arterial road. If the building is to be equipped with a fire sprinkler system, fire access on the property may not be needed. Otherwise, an Emergency Access Easement will be required and standard fire lane specifications shall apply. Code language and fire lane specifications provided below.

> IFC 503.1.1: Approved fire Lanes shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility. When any portion of the facility or any portion of an exterior wall of the first story of the building is located more than 150 feet from fire apparatus access, the fire code official is authorized to increase the dimension if the building is equipped throughout with an approved, automatic fire-sprinkler system.

**FIRE LANE SPECIFICATIONS**

A fire lane plan shall be submitted for approval prior to installation. In addition to the design criteria already contained in relevant standards and policies, any new fire lane must meet the following general requirements:

- > Shall be designated on the plat as an Emergency Access Easement.
  - > Maintain the required 20 foot minimum unobstructed width & 14 foot minimum overhead clearance.
  - > Be designed as a flat, hard, all-weather driving surface capable of supporting 40 tons.
  - > Dead-end fire access roads in excess of 150 feet in length shall be provided with an approved area for turning around fire apparatus.
  - > The required turning radii of a fire apparatus access road shall be a minimum of 25 feet inside and 50 feet outside. Turning radii shall be detailed on submitted plans.
  - > Be visible by painting and/or signage, and maintained unobstructed at all times.
  - > Additional access requirements exist for buildings greater than 30' in height. Refer to Appendix D of the 2012 IFC or contact PFA for details.
- International Fire Code 503.2.3, 503.2.4, 503.2.5, 503.3, 503.4 and Appendix D; FCLUC 3.6.2(B)2006 and Local Amendments.

## 2. WATER SUPPLY

A fire hydrant is required within 300' of the building as measured along the path of vehicle travel. The existing utility infrastructure already available in the area appears to meet minimum requirements, however it is the applicant's responsibility to verify location, volume and pressure. Code language provided below.

> IFC 508.1 and Appendix B: COMMERCIAL REQUIREMENTS: Hydrants to provide 1,500 gpm at 20 psi residual pressure, spaced not further than 300 feet to the building.

### **Department: Environmental Planning**

**Contact: Kelly Kimple, , [kkimple@fcgov.com](mailto:kkimple@fcgov.com)**

1. With respect to landscaping and design, the City of Fort Collins Land Use Code, in Article 3.2.1 (E)(2)(3), requires that you use low-water-use plants and grasses in your landscaping or re-landscaping and reduce bluegrass lawns as much as possible.
2. Our city has an established identity as a forward-thinking community that cares about the quality of life it offers its citizens and has many sustainability programs and goals that may benefit your project. Of particular interest may be the:
  1. ClimateWise program: <http://www.fcgov.com/climatewise/>
  2. Zero Waste Plan and the Waste Reduction and Recycling Assistance Program (WRAP): [http://www.fcgov.com/recycling/pdf/\\_20120404\\_WRAP\\_ProgramOverview.pdf](http://www.fcgov.com/recycling/pdf/_20120404_WRAP_ProgramOverview.pdf), contact Caroline Mitchell at 970-221-6288 or [cmtichell@fcgov.com](mailto:cmtichell@fcgov.com)
  3. Green Building and the Climate Action Plan: <http://www.fcgov.com/enviro/green-building.php>, contact Tony Raeker at 970-416-4238 or [traeker@fcgov.com](mailto:traeker@fcgov.com)
  4. Nature in the City Strategic Plan: <http://www.fcgov.com/planning/natureinthecity/?key=advanceplanning/natureinthecity/>, contact Lindsay Ex at 970-221-6767 or [lex@fcgov.com](mailto:lex@fcgov.com)

Please consider the City's sustainability goals and ways for your development to engage with these efforts.

### **Department: Engineering Development Review**

**Contact: Sheri Langenberger, 970-221-6573, [slangenberger@fcgov.com](mailto:slangenberger@fcgov.com)**

1. Marc Ragasa [mragasa@fcgov.com](mailto:mragasa@fcgov.com) or 221-6603 will be the Engineer assigned to this project. Please contact him if you have further questions regarding the engineering comments or requirements.
2. Larimer County Road Impact Fees and Street Oversizing Fees are due at the time of building permit. Please contact Matt Baker at 224-6108 if you have any questions.
3. The City's Transportation Development Review Fee (TDRF) is due at the time of submittal. For additional information on these fees, please see: <http://www.fcgov.com/engineering/dev-review.php>
4. Any damaged curb, gutter and sidewalk existing prior to construction, as well as streets, sidewalks, curbs and gutters, destroyed, damaged or removed due to construction of this project, shall be replaced or restored to City of Fort Collins standards at the Developer's expense prior to the acceptance of completed improvements and/or prior to the issuance of the first Certificate of Occupancy. All public sidewalk, driveways and ramps existing or proposed adjacent or within the site need to meet ADA standards, if they currently do not, they will need to be reconstructed so that they do meet current ADA standards as a part of



this project.

5. Any public improvements must be designed and built in accordance with the Larimer County Urban Area Street Standards (LCUASS). They are available online at: <http://www.larimer.org/engineering/GMARdStds/UrbanSt.htm>
6. This project is responsible for dedicating any right-of-way and easements that are necessary or required by the City for this project.
7. Utility plans will be required and a Development Agreement will be recorded once the project plans are approved.
8. Adequate screening needs to be provided between the drive thru lane and Timberline Road as to screen the headlights of the waiting cars from the traffic on Timberline. If vegetation is used it needs to be of a kind in which it retains its foliage in the winter.
9. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
10. Bike parking required for the project cannot be placed within the right-of-way and if placed just behind the right-of-way need to be placed so that when bikes are parked they do not extend into the right-of-way.
11. In regards to construction of this site. The public right-of-way shall not be used for staging or storage of materials or equipment associated with the Development, nor shall it be used for parking by any contractors, subcontractors, or other personnel working for or hired by the Developer to construct the Development. The Developer will need to find a location(s) on private property to accommodate any necessary Staging and/or parking needs associated with the completion of the Development. Information on the location(s) of these areas will be required to be provided to the City as a part of the Development Construction Permit application.

## Planning Services

**Contact: Ted Shepard, 970-221-6343, [tshepard@fcgov.com](mailto:tshepard@fcgov.com)**

1. The parcel is Lot 3 (.70 acre) of the Timberline Center Final Plan (18.30 acres). It is located within Convenience Shopping Center sub-district (5.97 acres) of this Final Plan. The Final Plan further designates Lot 3 as Parcel L and is approved for a retail building approximately 7,500 square feet in size. Conversion of the designated land use from retail to drive-through restaurant is considered a change in character and, therefore, would require the submittal of a Major Amendment to the Final Plan.

2. Please note that Section 3.2.2(H) is specifically related to drive-through facilities and states:

Drive-in Facilities. Any drive-in facilities, if permitted by the zone district regulations set forth in Article 4, shall be secondary in emphasis and priority to any other access and circulation functions. Such facilities shall be located in side or rear locations that do not interrupt direct pedestrian access along connecting pedestrian frontage. The design and layout of drive-in facilities for restaurants, banks, or other uses shall:

avoid potential pedestrian/vehicle conflicts;

provide adequate stacking spaces for automobiles before and after use of the facility;

provide adequate directional signage to ensure a free-flow through the facility; and

provide a walk-up service option as well as drive-in.

3. Section 3.5.3(E)(1) of the City of Fort Collins Land Use Code states:

Character and Image. In new buildings and, to the extent reasonably feasible, in development projects involving changes to existing building walls, facades or awnings (as applicable), the following standards shall apply:

(1)

Site Specific Design. Building design shall contribute to the uniqueness of a zone district,

and/or the Fort Collins community with predominant materials, elements, features, color range and activity areas tailored specifically to the site and its context. In the case of a multiple building development, each individual building shall include predominant characteristics shared by all buildings in the development so that the development forms a cohesive place within the zone district or community. A standardized prototype design shall be modified as necessary to comply with the requirements of this subsection.

Our approach is to work with chain establishments that rely on a high degree of recognition across the chain on a case by case basis. For example, in the past few months, Staff has worked with five drive-through restaurants with Dutch Brothers Coffee being the sixth.

4. The architectural character for the Timberline Center was established by approval of the Final Plan. Please refer to sheet 4 of 8 which governs the broad parameters for all of the commercial buildings within the center. Exterior materials and colors are specifically indicated so that all 14 lots will be unified by a cohesive theme. For example, please note that roofs within the center, in addition to being pitched, must be colored either green or sage if metal, or tan or charcoal if asphalt shingle.
5. Also, the approved architectural theme calls for synthetic stucco, where used, to be tan or off-white. Masonry must be tan or brown tones. Synthetic stone, where used, must also be tan or brown tones. Toward this end, the two existing projects, Burger King and the mini-storage comply. The one building under construction, Big O Tire, also complies. There are two buildings that are approved but have not broken ground, Ascent Climbing Gym and Serious Texas Barbecue, both of which comply. As indicated by the architectural elevations in the conceptual submittal, the proposed building would not comply.
6. It appears that the applicant is familiar with the unique attributes of this parcel. As a platted lot, Lot 3 is significantly encumbered by a variety of easements. Consequently, even though the site is listed as containing .70 acre, the net developable land area is significantly less.
7. A north-south private sidewalk is needed on the west side of the parcel such that it connects the public sidewalk on Bear Mountain to the south to Big O Tire to the north. Along the Big O parcel, this sidewalk is attached and eight feet wide.
8. Please be sure that the trash enclosure is of sufficient size to accommodate both trash and recycling containers. It is important to emphasize that it is illegal to discard cardboard into the waste stream. Consequently, recycle containers must be sized accordingly. For further information on the proper sizing of both trash and recycling containers, please contact Caroline Mitchell, 970-221-6288, [cmitchell@fcgov.com](mailto:cmitchell@fcgov.com).
9. A landscape theme has been established along Timberline Road. Burger King, Big O Tire and Serious Texas Barbecue all feature tightly spaced Spring Snow Crabapple Trees flanked by Colorado Blue Spruce trees. This pattern must be continued along the east side of Lot 3. Please note that the Spruce trees may be of the pyramidal variety (Bakeri, Hoopsi) or the columnar variety (Iseli Fastigiata) rather than the full size Colorado Blue Spruce. Copies of these landscape plans are available.
10. Wherever a vehicle in the drive-through lane is facing either Timberline Road or Bear Mountain Drive, the headlight glare onto the public roadway must be screened by dense vegetation, an earthen berm, a screen wall or any combination thereof.
11. The Landscaping Plan must address how the menu board is screened from the public streets.
12. Please note that the electrical transformer for Big O Tire may be sufficient to supply power to the proposed building. It would seem to be more efficient to pull power from one transformer rather than installing a new one. If a transformer is needed, it must be placed back from the roadway and screened by either a solid enclosure (meeting the proper clearance specifications) or by dense landscaping on three sides. Also, the transformer must be within 10 feet of hard surface for emergency change-out without damaging landscaping.
13. Please note that Bear Mountain Drive is a public street.



- 14.** With exposure along two public streets, all roof or ground-mounted mechanical equipment, utility Simply landscaping these appurtenances has proven to be inadequate as demonstrated along Timberline Road south of Horsetooth Road. Screen walls must match the materials and pattern of the building.
- 15.** Normally, projects that are subject to Type Two review are required to conduct a neighborhood information meeting. Section 2.2.2(A), however, allows the Director to waive the neighborhood meeting if the development proposal would not have a significant neighborhood impact.
- 16.** Staff was interested in discovering that the restaurant features no indoor seating. This bit of information was not included in the packet materials. While the walk-up window and patio meet the letter of the Land Use Code, staff is concerned that the outside facility will not be usable on a year-round basis. Please be sure that the P.D.P. includes a full architectural depiction of what constitutes a “partially covered” outdoor seating area and its relationship to the dispensing window. Also, please address what other features are being provided that will allow the walk-up component to be usable, functional and attractive to pedestrians and bicyclists.

## **Pre-Submittal Meetings for Building Permits**

Pre-Submittal meetings are offered to assist the designer/builder by assuring, early on in the design, that the new commercial or multi-family projects are on track to complying with all of the adopted City codes and Standards listed below. The proposed project should be in the early to mid-design stage for this meeting to be effective and is typically scheduled after the Current Planning conceptual review meeting.

Applicants of new commercial or multi-family projects are advised to call 970-416-2341 to schedule a pre-submittal meeting. Applicants should be prepared to present site plans, floor plans, and elevations and be able to discuss code issues of occupancy, square footage and type of construction being proposed.

### **Construction shall comply with the following adopted codes as amended:**

*2012 International Building Code (IBC)*  
*2012 International Residential Code (IRC)*  
*2012 International Energy Conservation Code (IECC)*  
*2012 International Mechanical Code (IMC)*  
*2012 International Fuel Gas Code (IFGC)*  
*2012 International Plumbing Code (IPC) as amended by the State of Colorado*  
*2014 National Electrical Code (NEC) as amended by the State of Colorado*

Accessibility: State Law CRS 9-5 & ICC/ANSI A117.1-2009.

Snow Load Live Load: 30 PSF / Ground Snow Load 30 PSF.

Frost Depth: 30 inches.

Wind Load: 100- MPH 3 Second Gust Exposure B.

Seismic Design: Category B.

Climate Zone: Zone 5.

#### Energy Code Use

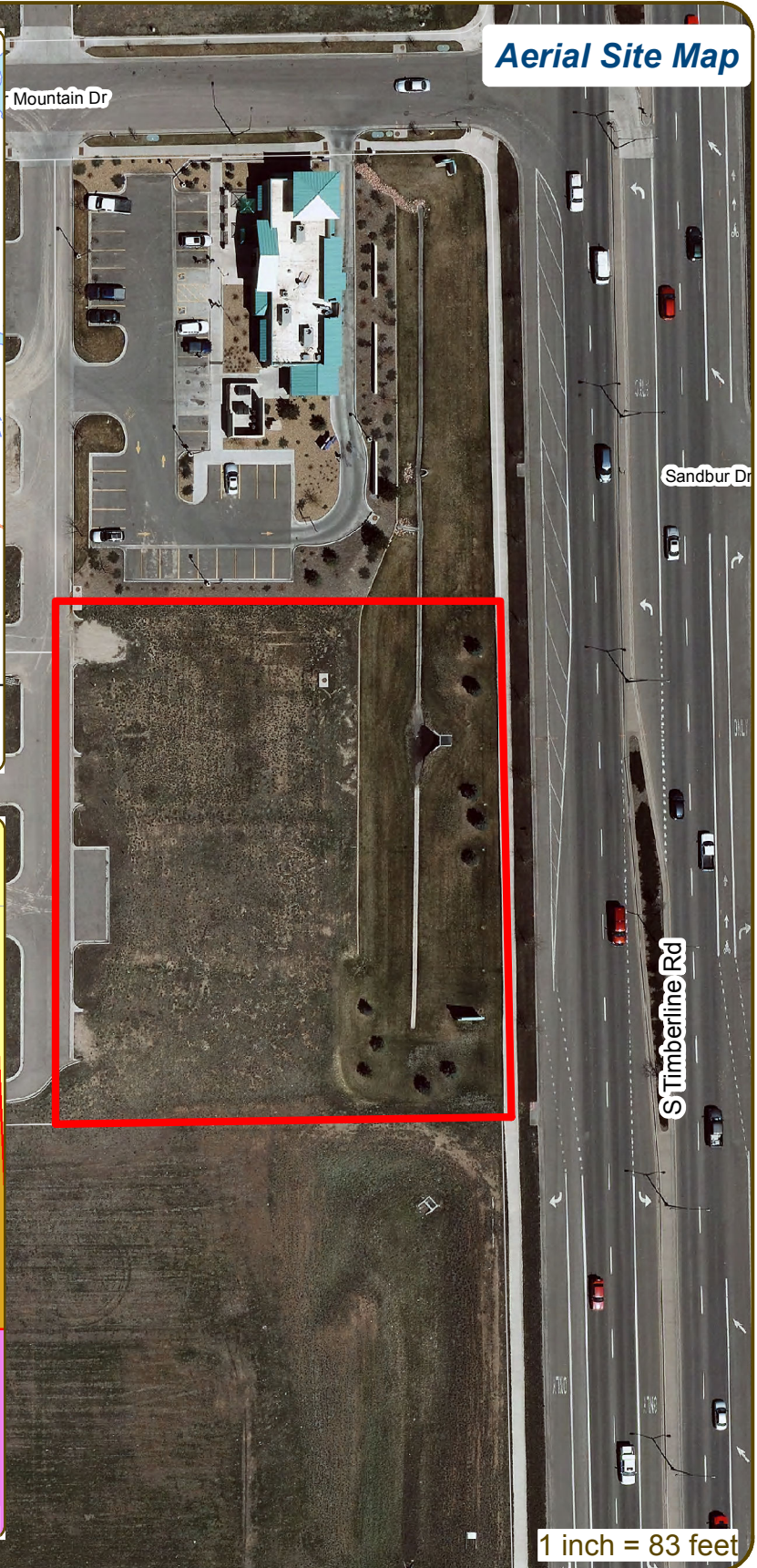
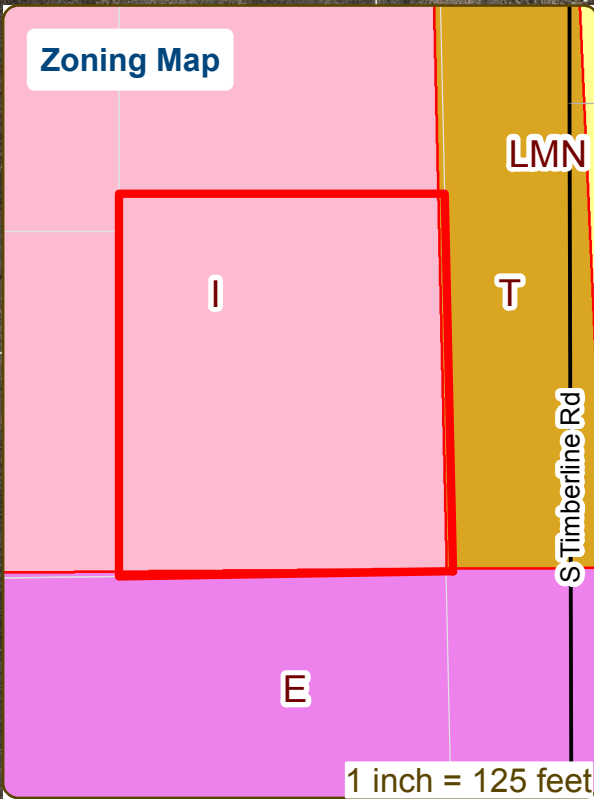
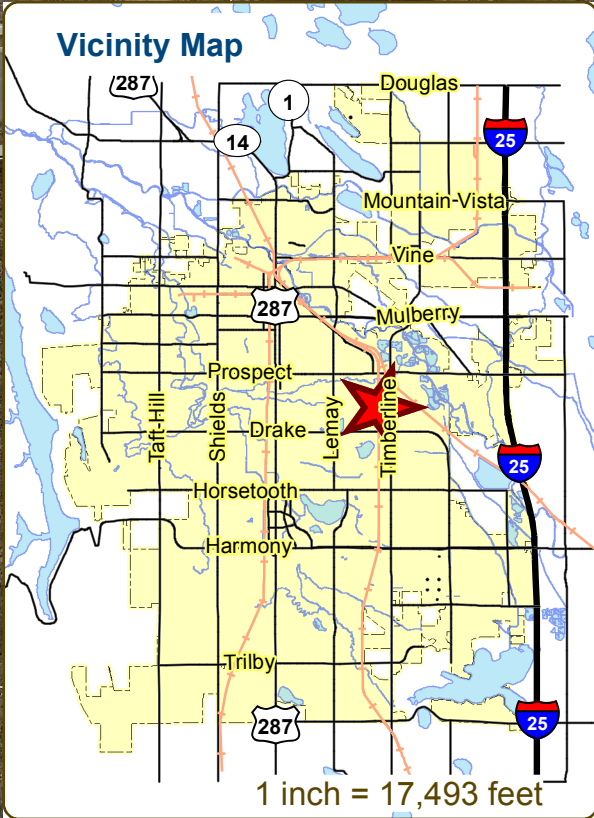
1. Single Family; Duplex; Townhomes: *2012 IRC* Chapter 11 or *2012 IECC* Chapter 4.
2. Multi-family and Condominiums 3 stories max: *2012 IECC* Chapter 4 Residential Provisions.
3. Commercial and Multi-family 4 stories and taller: *2012 IECC* Chapter 4 Commercial Provisions.

Fort Collins Green Code Amendments effective starting 2/17/2014. A copy of these requirements can be obtained at the Building Office or contact the above phone number.

City of Fort Collins  
Building Services  
Plan Review  
970-416-2341

# 2133 Timberline Rd Office and Restaurant

**Aerial Site Map**



These map products and all underlying data are developed for use by the City of Fort Collins for its internal purposes only, and were not designed or intended for general use by members of the public. The City makes no representation or warranty as to its accuracy, timeliness, or completeness, and in particular, its accuracy in labeling or displaying dimensions, contours, property boundaries, or placement of location of any map features thereon. THE CITY OF FORT COLLINS MAKES NO WARRANTY OF MERCHANTABILITY OR WARRANTY FOR FITNESS OF USE FOR PARTICULAR PURPOSE, EXPRESSED OR IMPLIED, WITH RESPECT TO THESE MAP PRODUCTS OR THE UNDERLYING DATA. Any users of these map products, map applications, or data, accepts same AS IS, WITH ALL FAULTS, and assumes all responsibility of the use thereof, and further covenants and agrees to hold the City harmless from and against all damage, loss, or liability arising from any use of this map product, in consideration of the City's having made this information available. Independent verification of all data contained herein should be obtained by any users of these products, or underlying data. The City disclaims, and shall not be held liable for any and all damage, loss, or liability, whether direct, indirect, or consequential, which arises or may arise from these map products or the use thereof by any person or entity.







CONCEPTUAL REVIEW: APPLICATION

General Information

All proposed development projects begin with Conceptual Review. Anyone with a development idea can schedule a Conceptual Review meeting to get feedback on prospective development ideas. At this stage, the development idea does not need to be finalized or professionally presented. However, a sketch plan and this application must be submitted to City Staff prior to the Conceptual Review meeting. The more information you are able to provide, the better feedback you are likely to get from the meeting. Please be aware that any information submitted may be considered a public record, available for review by anyone who requests it, including the media.

Conceptual Reviews are scheduled on three Monday mornings per month on a "first come, first served" basis. One 45 meeting is allocated per applicant and only three conceptual reviews are done each Monday morning. Conceptual Review is a free service. Complete applications and sketch plans must be submitted to City Staff no later than 5 pm, two Tuesdays prior to the meeting date. Application materials must be e-mailed to currentplanning@fcgov.com. If you do not have access to e-mail, other accommodations can be made upon request.

At Conceptual Review, you will meet with Staff from a number of City departments, such as Community Development and Neighborhood Services (Zoning, Current Planning, and Development Review Engineering), Light and Power, Stormwater, Water/Waste Water, Advance Planning (Long Range Planning and Transportation Planning) and Poudre Fire Authority. Comments are offered by staff to assist you in preparing the detailed components of the project application. There is no approval or denial of development proposals associated with Conceptual Review. At the meeting you will be presented with a letter from staff, summarizing comments on your proposal.

\*BOLDED ITEMS ARE REQUIRED\* \*The more info provided, the more detailed your comments from staff will be.\*

Contact Name(s) and Role(s) (Please identify whether Consultant or Owner, etc) \_\_\_\_\_

Keith Meyer, Owner

Business Name (if applicable) \_\_\_\_\_

Your Mailing Address 1315 Oakridge, Suite 120

Phone Number 970-988-8605 Email Address keith.meyer@ditescoservices.com

Site Address or Description (parcel # if no address) 2133 Timberline, Lot 11; Parcel No. 87194-44-011

Description of Proposal (attach additional sheets if necessary) Multi-use building with office, dental and retail/restaurant use. See attached concept site plan.

Proposed Use Office/Professional; Multi-use Existing Use Vacant land

Total Building Square Footage ~7,700 S.F. Number of Stories 1 Lot Dimensions 64,000 SF (~267'x245')

Age of any Existing Structures None

Info available on Larimer County's Website: http://www.co.larimer.co.us/assessor/query/search.cfm

If any structures are 50+ years old, good quality, color photos of all sides of the structure are required for conceptual.

Is your property in a Flood Plain? [ ] Yes [X] No If yes, then at what risk is it? \_\_\_\_\_

Info available on FC Maps: http://gisweb.fcgov.com/redirect/default.aspx?layerTheme=Floodplains.

Increase in Impervious Area Approximately 18,000 SF S.F. (Approximate amount of additional building, pavement, or etc. that will cover existing bare ground to be added to the site)

Suggested items for the Sketch Plan:

Property location and boundaries, surrounding land uses, proposed use(s), existing and proposed improvements (buildings, landscaping, parking/drive areas, water treatment/detention, drainage), existing natural features (water bodies, wetlands, large trees, wildlife, canals, irrigation ditches), utility line locations (if known), photographs (helpful but not required). Things to consider when making a proposal: How does the site drain now? Will it change? If so, what will change?

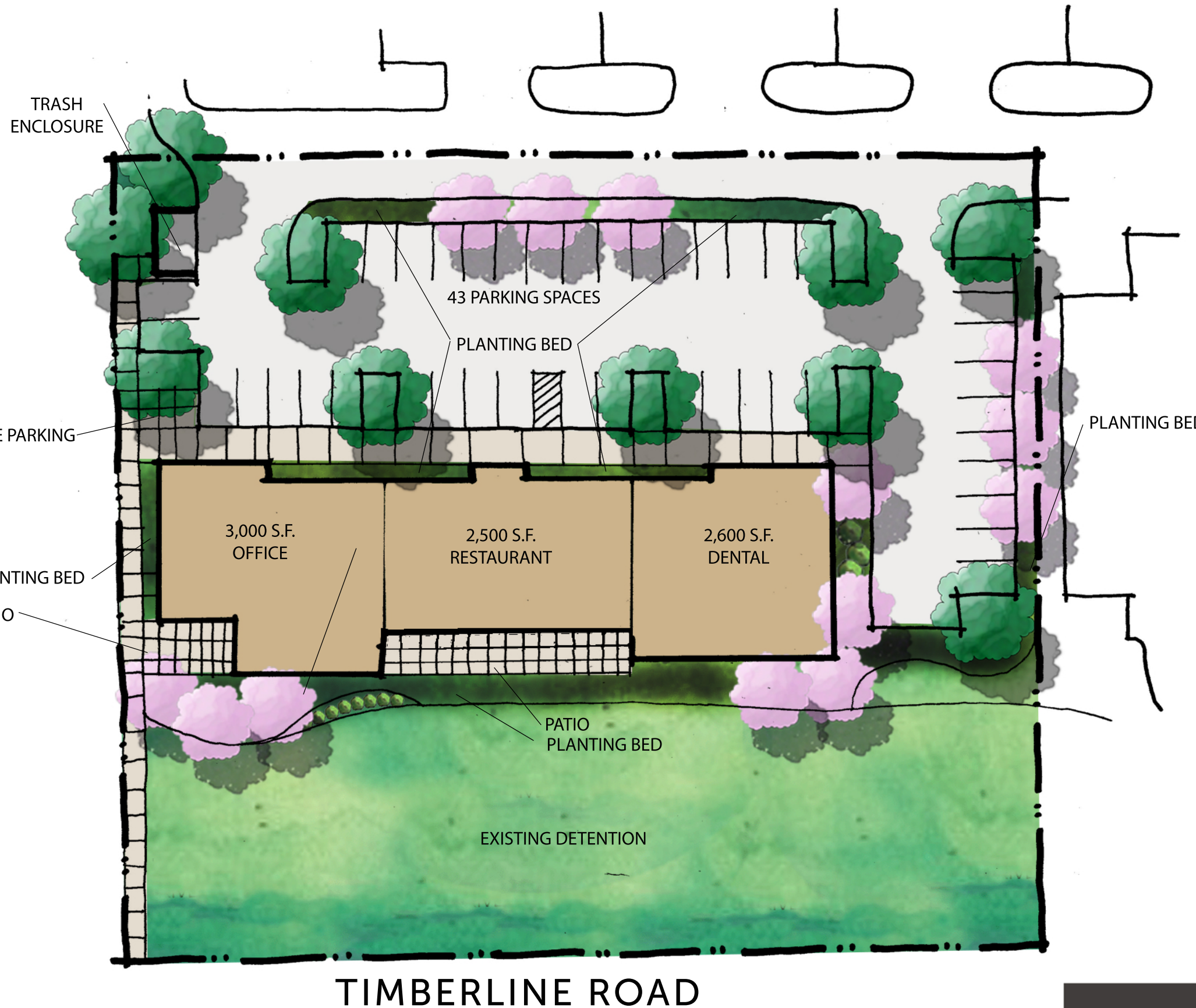
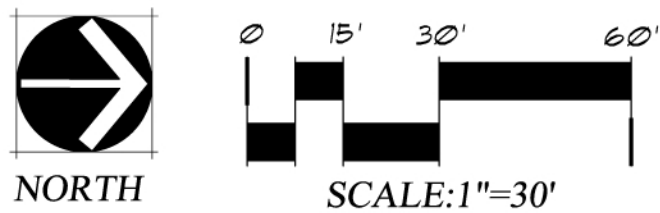
MIN. PARKING  
 2,500 S.F RESTAURANT(7/1K)-18 SPACES  
 2,600 S.F DENTAL(2/1K)- 5 SPACES  
 3,000 S.F OFFICE(1/1K)- 3 SPACES  
 TOTAL MIN. REQUIRED- 26 SPACES

MAX. PARKING  
 2,500 S.F RESTAURANT(15/1K)-37 SPACES  
 2,600 S.F DENTAL(4.5/1K)- 12 SPACES  
 3,000 S.F OFFICE(3/1K)- 9 SPACES  
 TOTAL MAX. ALLOWED- 58 SPACES

PARKING PROVIDED - 43 SPACES



VICINITY MAP



TIMBERLINE ROAD



SITE PLAN CONCEPT - CONCEPT REVIEW 2133 TIMBERLINE ROAD 09.21.15

419 CANYON AVENUE SUITE 200 | FORT COLLINS, COLORADO | 970.224.1191 | www.VFLA.com







October 22, 2015

Keith Meyer  
1315 Oakridge Dr  
Suite 120  
Fort Collins, CO 80525

**Re:** 2133 Timberline Rd. - Office and Restaurant

**Description of project:** This is a request to construct a mixed-use building at 2133 Timberline Rd (parcel #8719444011), Lot 11, Building J of the Timberline Center Final Plan. The proposal shows a 8,100 sq. ft. building with 5,600 sq. ft. dedicated to office/dental and 2,500 sq. ft. dedicated to restaurant space. The proposed site plan shows 43 parking spaces to serve the development. The parcel is located on the west side of Timberline Road and south of Bear Mountain Drive and zoned I, Industrial.. This proposal will be subject to Planning & Zoning Board (Type II) review as a Major Amendment.

Please see the following summary of comments regarding the project request referenced above. The comments offered informally by staff during the Conceptual Review will assist you in preparing the detailed components of the project application. Modifications and additions to these comments may be made at the time of formal review of this project. If you have any questions regarding these comments or the next steps in the review process, you may contact the individual commenter or direct your questions through the Project Planner, Ted Shepard, at 970-221-6343 or [tshepard@fcgov.com](mailto:tshepard@fcgov.com).

**Comment Summary:**

**Department: Zoning**

**Contact:** Gary Lopez, 970-416-2338, [glopez@fcgov.com](mailto:glopez@fcgov.com)

1. Bicycle racks must be installed meeting LUC 3.2.2(C)(4)
2. The property is located in the Residential Neighborhood Sign District. Signage will be restricted meeting LUC 3.8.7(E). This is considered a Neighborhood Service Center.
3. Trash enclosures must meet LUC 3.2.5 requirements.

**Department: Water-Wastewater Engineering**

**Contact:** Shane Boyle, 970-221-6339, [sboyle@fcgov.com](mailto:sboyle@fcgov.com)

1. Existing water and sewer mains in the vicinity include an 8-inch water main and an 8-inch sewer main in driveway to the west. Existing 1-inch water service, 6-inch fire line, and a sewer services are stubbed into the site. These services must be reused with this development or abandoned at the main. Please consider adding a grease trap for the proposed restaurant.



2. The water conservation standards for landscape and irrigation will apply. Information on these requirements can be found at: <http://www.fcgov.com/standards>
3. Development fees and water rights will be due at building permit.

**Department: Traffic Operations**

**Contact: Martina Wilkinson, 970-221-6887, [mwilkinson@fcgov.com](mailto:mwilkinson@fcgov.com)**

1. Since this type of use was anticipated with the original approvals, not further traffic analysis is needed.
2. It would be very helpful to include a north/south sidewalk along the western edge of the parcel to support pedestrian connectivity among uses in the overall area.
3. Does access point align with an access or drive aisle to the west. Its hard to tell. It should align.

**Department: Stormwater Engineering**

**Contact: Shane Boyle, 970-221-6339, [sboyle@fcgov.com](mailto:sboyle@fcgov.com)**

1. A drainage report, erosion control report, and construction plans are required and they must be prepared by a Professional Engineer registered in Colorado. The drainage report must address the four-step process for selecting structural BMPs. There is a final site inspection required when the project is complete and the maintenance is handed over to an HOA or another maintenance organization. The erosion control report requirements are in the Fort Collins Stormwater Manual, Section 1.3.3, Volume 3, Chapter 7 of the Fort Collins Amendments. If you need clarification concerning this section, please contact the Erosion Control Inspector, Jesse Schlam at 224-6015 or [jschlam@fcgov.com](mailto:jschlam@fcgov.com).
2. The proposed site plan must meet the engineering assumptions from the approved plan for Timberline Center with regards to percent impervious. Detention and water quality are provided in the existing detention pond as long as there is no increase in percent impervious from the approved plan. The development will need to provide drainage infrastructure to get onsite runoff into the detention pond and maintain existing stormwater infrastructure already constructed on the site.
3. Low Impact Development (LID) requirements are required on all new or redeveloping property which includes sites required to be brought into compliance with the Land Use Code. These require a higher degree of water quality treatment for 50% of the new impervious area and 25% of new paved areas must be pervious. Standard operating procedures (SOPs) for all onsite drainage facilities will be included as part of the Development Agreement. More information and links can be found at: <http://www.fcgov.com/utilities/what-we-do/stormwater/stormwater-quality/low-impact-development>
4. Per Colorado Revised Statute §37-92-602 (8) effective August 5, 2015, criteria regarding detention drain time will apply to this project. As part of the drainage design, the engineer will be required to show compliance with this statute using a standard spreadsheet (available on request) that will need to be included in the drainage report. Upon completion of the project, the engineer will also be required to upload the approved spreadsheet onto the Statewide Compliance Portal. This will apply to any volume based stormwater storage, including extended detention basins and bio-retention cells.
5. The city wide Stormwater development fee (PIF) is \$7,817/acre (\$0.1795 sq.-ft.) for new impervious area over 350 sq.-ft., and there is a \$1,045.00/acre (\$0.024/sq.-ft.) review fee. No fee is charged for existing impervious area. These fees are to be paid at the time each building permit is issued. Information on fees can be found at:

<http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees> or contact Jean Pakech at 221-6375 for questions on fees. There is also an erosion control escrow required before the Development Construction permit is issued. The amount of the escrow is determined by the design engineer, and is based on the site disturbance area, cost of the measures, or a minimum amount in accordance with the Fort Collins Stormwater Manual.

6. The design of this site must conform to the drainage basin design of the Foothills Basin Master Drainage Plan as well the Fort Collins Stormwater Manual.

**Department: Fire Authority**

**Contact: Jim Lynxwiler, 970-416-2869, [jlynxwiler@poudre-fire.org](mailto:jlynxwiler@poudre-fire.org)**

1. FIRE CONTAINMENT

Buildings exceeding 5,000 sq. ft. shall be fire sprinklered or fire contained. If containment is used, the containment construction shall be reviewed and approved by the Poudre Fire Authority prior to installation. Also keep in mind that other occupancy classifications may trigger other sprinkler requirements. An A2 assembly (restaurant) for example, will require a sprinkler system if the occupant load exceeds 99 persons.

2. FIRE LANES

Fire access is required to within 150' of all exterior portions of the building. Fire access cannot be measured from an arterial road. An Emergency Access Easement will be required in order to meet minimum requirements and fire lane specifications shall apply. Code language and fire lane specifications provided below.

> IFC 503.1.1: Approved fire Lanes shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility. When any portion of the facility or any portion of an exterior wall of the first story of the building is located more than 150 feet from fire apparatus access, the fire code official is authorized to increase the dimension if the building is equipped throughout with an approved, automatic fire-sprinkler system.

#### FIRE LANE SPECIFICATIONS

A fire lane plan shall be submitted for approval prior to installation. In addition to the design criteria already contained in relevant standards and policies, any new fire lane must meet the following general requirements:

- > Shall be designated on the plat as an Emergency Access Easement.
  - > Maintain the required 20 foot minimum unobstructed width & 14 foot minimum overhead clearance.
  - > Be designed as a flat, hard, all-weather driving surface capable of supporting 40 tons.
  - > Dead-end fire access roads in excess of 150 feet in length shall be provided with an approved area for turning around fire apparatus.
  - > The required turning radii of a fire apparatus access road shall be a minimum of 25 feet inside and 50 feet outside. Turning radii shall be detailed on submitted plans.
  - > Be visible by painting and/or signage, and maintained unobstructed at all times.
  - > Additional access requirements exist for buildings greater than 30' in height. Refer to Appendix D of the 2012 IFC or contact PFA for details.
- International Fire Code 503.2.3, 503.2.4, 503.2.5, 503.3, 503.4 and Appendix D; FCLUC 3.6.2(B)2006 and Local Amendments.

3. WATER SUPPLY

A fire hydrant is required within 300' of the building as measured along the path of vehicle travel. The existing utility infrastructure already available in the area appears to meet

minimum requirements however it is the responsibility of the applicant to verify location, pressure and volume. Code language provided below.

> IFC 508.1 and Appendix B: COMMERCIAL REQUIREMENTS: Hydrants to provide 1,500 gpm at 20 psi residual pressure, spaced not further than 300 feet to the building, on 600-foot centers thereafter.

**Department: Environmental Planning**

**Contact: Kelly Kimple, , [kkimple@fcgov.com](mailto:kkimple@fcgov.com)**

1. With respect to landscaping and design, the City of Fort Collins Land Use Code, in Article 3.2.1 (E)(2)(3), requires that you use low-water-use plants and grasses in your landscaping or re-landscaping and reduce bluegrass lawns as much as possible.
2. Our city has an established identity as a forward-thinking community that cares about the quality of life it offers its citizens and has many sustainability programs and goals that may benefit your project. Of particular interest may be the:
  1. ClimateWise program: <http://www.fcgov.com/climatewise/>
  2. Zero Waste Plan and the Waste Reduction and Recycling Assistance Program (WRAP): [http://www.fcgov.com/recycling/pdf/\\_20120404\\_WRAP\\_ProgramOverview.pdf](http://www.fcgov.com/recycling/pdf/_20120404_WRAP_ProgramOverview.pdf), contact Caroline Mitchell at 970-221-6288 or [cmtichell@fcgov.com](mailto:cmtichell@fcgov.com)
  3. Green Building and the Climate Action Plan: <http://www.fcgov.com/enviro/green-building.php>, contact Tony Raeker at 970-416-4238 or [traeker@fcgov.com](mailto:traeker@fcgov.com)
  4. Nature in the City Strategic Plan: <http://www.fcgov.com/planning/natureinthecity/?key=advanceplanning/natureinthecity/>, contact Lindsay Ex at 970-221-6767 or [lex@fcgov.com](mailto:lex@fcgov.com)

Please consider the City's sustainability goals and ways for your development to engage with these efforts.

**Department: Engineering Development Review**

**Contact: Sheri Langenberger, 970-221-6573, [slangenberger@fcgov.com](mailto:slangenberger@fcgov.com)**

1. Marc Ragasa [mragasa@fcgov.com](mailto:mragasa@fcgov.com) or 221-6603 will be the Engineer assigned to this project. Please contact him if you have further questions regarding the engineering comments or requirements.
2. Larimer County Road Impact Fees and Street Oversizing Fees are due at the time of building permit. Please contact Matt Baker at 224-6108 if you have any questions.
3. The City's Transportation Development Review Fee (TDRF) is due at the time of submittal. For additional information on these fees, please see: <http://www.fcgov.com/engineering/dev-review.php>
4. Any damaged curb, gutter and sidewalk existing prior to construction, as well as streets, sidewalks, curbs and gutters, destroyed, damaged or removed due to construction of this project, shall be replaced or restored to City of Fort Collins standards at the Developer's expense prior to the acceptance of completed improvements and/or prior to the issuance of the first Certificate of Occupancy. All public sidewalk, driveways and ramps existing or proposed adjacent or within the site need to meet ADA standards, if they currently do not, they will need to be reconstructed so that they do meet current ADA standards as a part of this project.

5. Any public improvements must be designed and built in accordance with the Larimer County Urban Area Street Standards (LCUASS). They are available online at: <http://www.larimer.org/engineering/GMARdStds/UrbanSt.htm>
6. This project is responsible for dedicating any right-of-way and easements that are necessary or required by the City for this project. It also looks like an easement vacation will be needed. Additional information on the dedication and vacation process can be found here: <http://www.fcgov.com/engineering/devrev.php>
7. Utility plans will be required and a Development Agreement will be recorded once the project plans are approved.
8. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
9. In regards to construction of this site. The public right-of-way shall not be used for staging or storage of materials or equipment associated with the Development, nor shall it be used for parking by any contractors, subcontractors, or other personnel working for or hired by the Developer to construct the Development. The Developer will need to find a location(s) on private property to accommodate any necessary Staging and/or parking needs associated with the completion of the Development. Information on the location(s) of these areas will be required to be provided to the City as a part of the Development Construction Permit application.

## Planning Services

**Contact: Ted Shepard, 970-221-6343, [tshepard@fcgov.com](mailto:tshepard@fcgov.com)**

1. The site is Lot 11, Building J of the Timberline Center Final Plan. The parcel is zoned I, Industrial. The Final Plan designates this parcel as bank, with five drive-through lanes and walk-up A.T.M. The proposed uses are professional office and standard restaurant. An office is a permitted use subject to Administrative (Hearing Officer, Type One) review. A standard restaurant, however is permitted subject to Planning and Zoning Board (Type Two) review. Combined with the total re-design of the approved Site Plan, Landscape Plan and Architectural Elevations, the new program is considered a change of character thus requiring a Type Two review. Consequently, the request will be processed as a Major Amendment.
2. Normally, projects that are subject to Type Two review are required to conduct a neighborhood information meeting. Section 2.2.2(A), however, allows the Director to waive the neighborhood meeting if the development proposal would not have a significant neighborhood impact.
3. The east elevation of the building must not be designed to appear as the backside of the structure. Since this elevation is street-facing, there needs to be sufficient architectural details, fenestration, mix of exterior materials, and other features so that the east elevation is attractive and on par with the west elevation.
4. As point of emphasis with the aforementioned comment, if the east elevation is to be the location of utility meters, exterior ground-mounted equipment, exhaust fans, and the like, then solid screen walls will be needed. Simply landscaping these appurtenances has proven to be inadequate as demonstrated along Timberline Road south of Horsetooth Road. Screen walls must match the materials and pattern of the building. In addition, roof top mechanical equipment, if used, must also be screened from Timberline Road by a solid enclosure.
5. Due to the size, shape and location of the stormwater detention pond, the building is setback about 85 feet from Timberline Road. The connecting walkway, therefore, must be at least six feet wide, landscaped and properly illuminated. A decorative railing may be needed along the stormwater pond.
6. Please note that this walkway should be extended to the west property line to tie into the potential development on Lot 12.



7. The architectural character for the Timberline Center was established by approval of the Final Plan. Please refer to sheet 4 of 8 which governs the broad parameters for all of the commercial buildings within the center. Exterior materials and colors are specifically indicated so that all 14 lots will be unified by a cohesive theme. For example, please note that roofs within the center, in addition to being pitched, must be colored either green or sage if metal, or tan or charcoal if asphalt shingle.
8. Also, the approved architectural theme calls for synthetic stucco, where used, to be tan or off-white. Masonry must be tan or brown tones. Synthetic stone, where used, must also be tan or brown tones. Toward this end, the two existing projects, Burger King and the mini-storage comply. The one building under construction, Big O Tire, also complies. There are two buildings that are approved but have not broken ground, Ascent Climbing Gym and Serious Texas Barbecue, both of which comply with these design requirements.
9. It appears that the applicant is familiar with the unique attributes of this parcel. As a platted lot, Lot 11 is significantly encumbered by a variety of easements. Consequently, even though the site is listed as containing 1.22 acres, the net developable land area is significantly less. Please note that this project is dependent on the recording of the replat associated with Ascent Climbing Gym.
10. Please be sure that the trash enclosure is of sufficient size to accommodate both trash and recycling containers. It is important to emphasize that it is illegal to discard cardboard into the waste stream. Consequently, recycle containers must be sized accordingly. For further information on the proper sizing of both trash and recycling containers, please contact Caroline Mitchell, 970-221-6288, [cmitchell@fcgov.com](mailto:cmitchell@fcgov.com).
11. A landscape theme has been established along Timberline Road. Burger King, Big O Tire and Serious Texas Barbecue all feature tightly spaced Spring Snow Crabapple Trees flanked by Colorado Blue Spruce trees. This pattern must be continued along the east side of Lot 11. Please note that the Spruce trees may be of the pyramidal variety (Bakeri, Hoopsi) or the columnar variety (Iseli Fastigiata) rather than the full size Colorado Blue Spruce. Copies of these landscape plans are available. Please note that these species may be effective in screening the drive-through lane of the Burger King.
12. In the northerly parking area, eastbound vehicles will cast headlight glare onto Timberline Road. This area will need dense vegetation for screening purposes.
13. If the placement of the electrical transformer is visible from Timberline Road, then, as mentioned, it must be screened by a solid enclosure (meeting the proper clearance specifications) on three sides. On one side, the transformer must be within 10 feet of hard surface for emergency change-out without damaging landscaping.
14. The proposed development project is subject to a Type 2 (Planning and Zoning Board) review and public hearing. The applicant for this development request is required to hold a neighborhood information meeting prior to formal submittal of the proposal. Neighborhood meetings offer an informal way to get feedback from your surrounding neighbors and discover any potential hiccups prior to the formal hearing. Please contact me, at 221-6750, to assist you in setting a date, time, and location. I and possibly other City staff, would be present to facilitate the meeting.
15. Please see the Development Review Guide at [www.fcgov.com/drg](http://www.fcgov.com/drg). This online guide features a color coded flowchart with comprehensive, easy to read information on each step in the process. This guide includes links to just about every resource you need during development review.
16. This development proposal will be subject to all applicable standards of the Fort Collins Land Use Code (LUC), including Article 3 General Development Standards. The entire LUC is available for your review on the web at <http://www.colocode.com/ftcollins/landuse/begin.htm>.

- 17.** If this proposal is unable to satisfy any of the requirements set forth in the LUC, a Modification of Standard Request will need to be submitted with your formal development proposal. Please see Section 2.8.2 of the LUC for more information on criteria to apply for a Modification of Standard.
- 18.** Please see the Submittal Requirements and Checklist at:  
<http://www.fcgov.com/developmentreview/applications.php>.
- 19.** The request will be subject to the Development Review Fee Schedule that is available in the Community Development and Neighborhood Services office. The fees are due at the time of submittal of the required documents for the appropriate development review process by City staff and affected outside reviewing agencies. Also, the required Transportation Development Review Fee must be paid at time of submittal.
- 20.** When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.

## **Pre-Submittal Meetings for Building Permits**

Pre-Submittal meetings are offered to assist the designer/builder by assuring, early on in the design, that the new commercial or multi-family projects are on track to complying with all of the adopted City codes and Standards listed below. The proposed project should be in the early to mid-design stage for this meeting to be effective and is typically scheduled after the Current Planning conceptual review meeting.

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Accessibility: State Law CRS 9-5 & ICC/ANSI A117.1-2009.

Snow Load Live Load: 30 PSF / Ground Snow Load 30 PSF.

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Seismic Design: Category B.

Climate Zone: Zone 5.

#### Energy Code Use

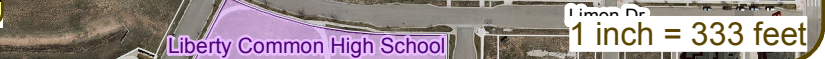
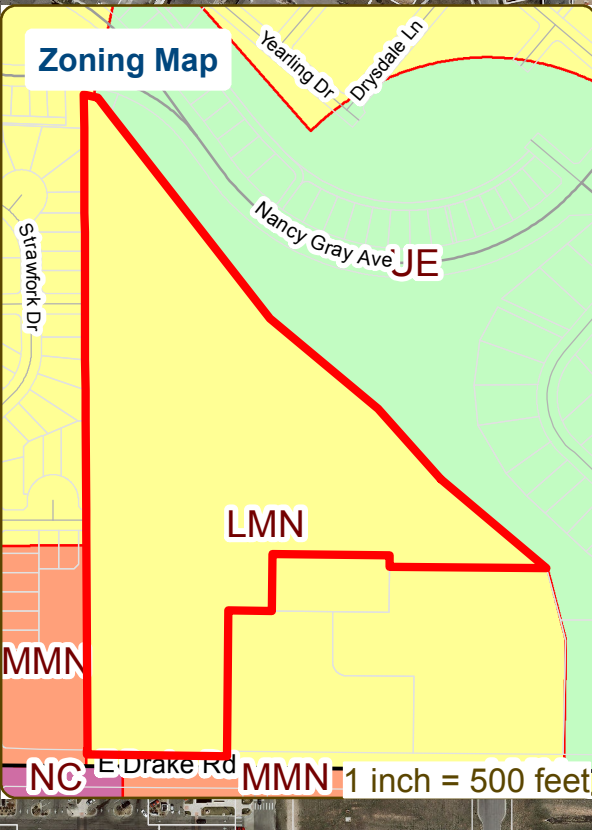
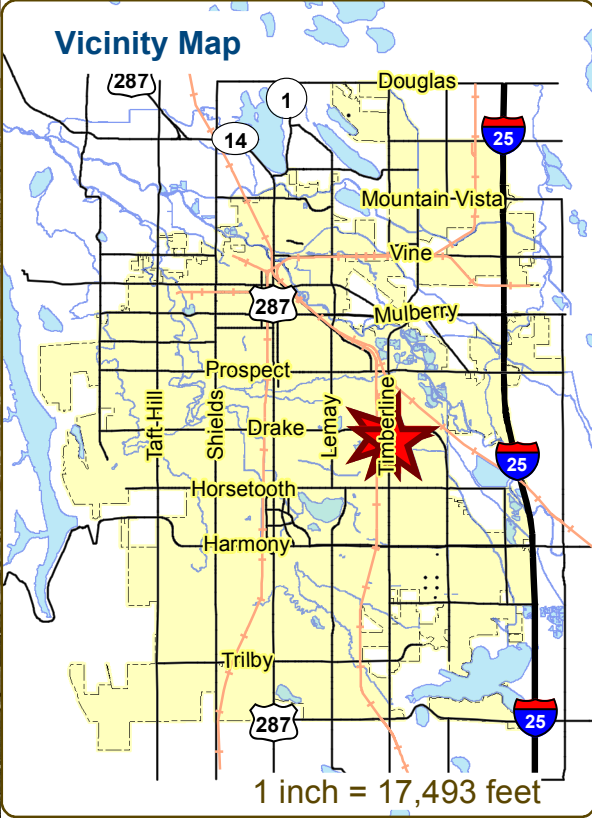
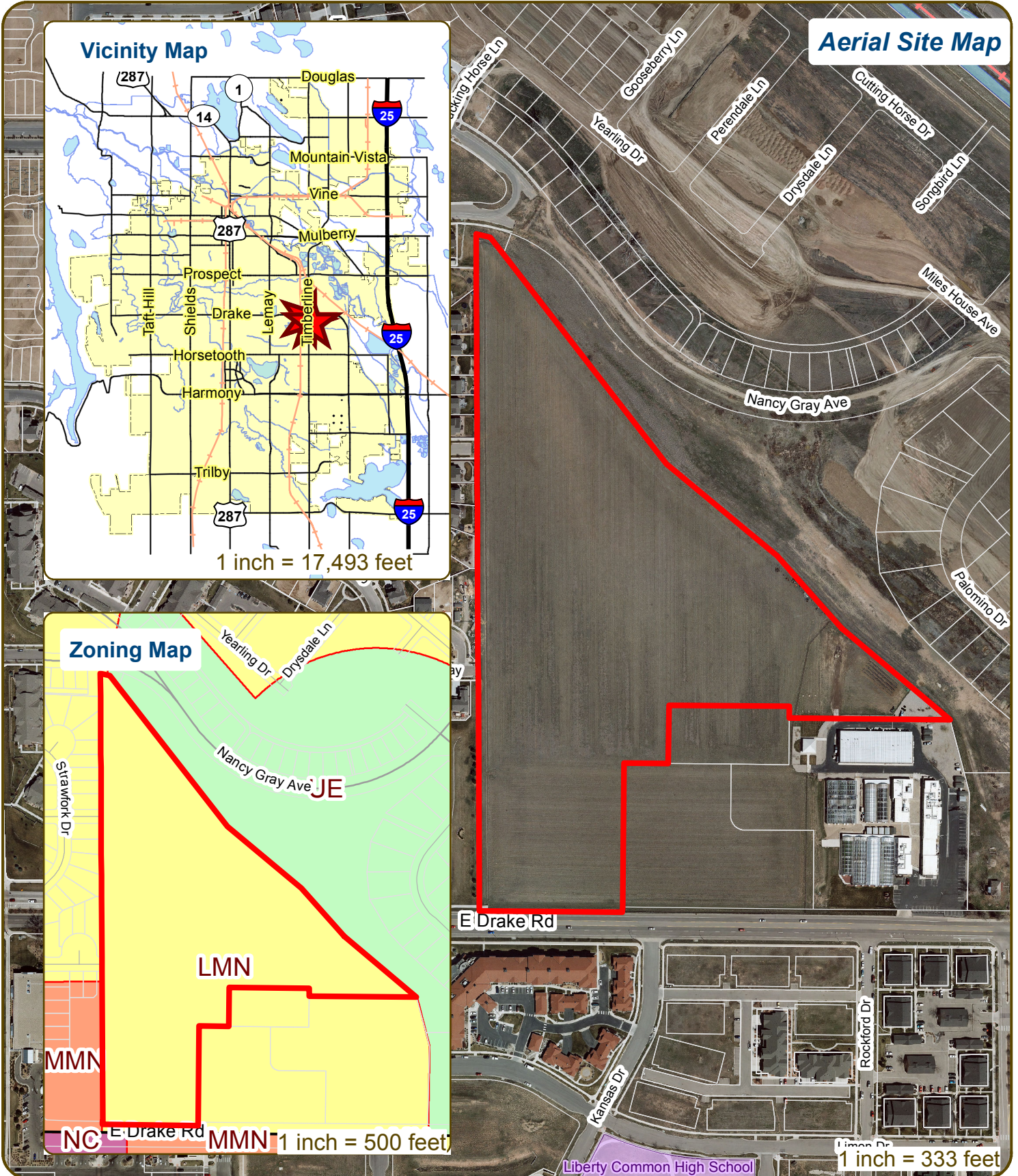
1. Single Family; Duplex; Townhomes: *2012 IRC* Chapter 11 or *2012 IECC* Chapter 4.
2. Multi-family and Condominiums 3 stories max: *2012 IECC* Chapter 4 Residential Provisions.
3. Commercial and Multi-family 4 stories and taller: *2012 IECC* Chapter 4 Commercial Provisions.

Fort Collins Green Code Amendments effective starting 2/17/2014. A copy of these requirements can be obtained at the Building Office or contact the above phone number.

City of Fort Collins  
Building Services  
Plan Review  
970-416-2341



# 2410 E Drake Rd. Light Industrial



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CONCEPTUAL REVIEW: APPLICATION

General Information

All proposed development projects begin with Conceptual Review. Anyone with a development idea can schedule a Conceptual Review meeting to get feedback on prospective development ideas. At this stage, the development idea does not need to be finalized or professionally presented. However, a sketch plan and this application must be submitted to City Staff prior to the Conceptual Review meeting. The more information you are able to provide, the better feedback you are likely to get from the meeting. Please be aware that any information submitted may be considered a public record, available for review by anyone who requests it, including the media.

Conceptual Reviews are scheduled on three Monday mornings per month on a "first come, first served" basis. One 45 meeting is allocated per applicant and only three conceptual reviews are done each Monday morning. Conceptual Review is a free service. Complete applications and sketch plans must be submitted to City Staff no later than 5 pm, two Tuesdays prior to the meeting date. Application materials must be e-mailed to currentplanning@fcgov.com. If you do not have access to e-mail, other accommodations can be made upon request.

At Conceptual Review, you will meet with Staff from a number of City departments, such as Community Development and Neighborhood Services (Zoning, Current Planning, and Development Review Engineering), Light and Power, Stormwater, Water/Waste Water, Advance Planning (Long Range Planning and Transportation Planning) and Poudre Fire Authority. Comments are offered by staff to assist you in preparing the detailed components of the project application. There is no approval or denial of development proposals associated with Conceptual Review. At the meeting you will be presented with a letter from staff, summarizing comments on your proposal.

\*BOLDED ITEMS ARE REQUIRED\* \*The more info provided, the more detailed your comments from staff will be.\*

Contact Name(s) and Role(s) (Please identify whether Consultant or Owner, etc) Cathy Mathis, TBG - Consultant Steve Stadelmaier - Cargill; Ian Shuff - ALM2s Architects

Business Name (if applicable)

Your Mailing Address 444 Mountain Avenue, Berthoud CO 80513

Phone Number 970.532.5891 Email Address cathy@tbgroup.us

Site Address or Description (parcel # if no address) 2410 East Drake Road

Description of Proposal (attach additional sheets if necessary) Proposed 26,000 sq. ft. facility for specialty seeds and oils and potential future greenhouses.

Proposed Use see above Existing Use vacant

Total Building Square Footage 26,000 S.F. Number of Stories Lot Dimensions

Age of any Existing Structures n/a

Info available on Larimer County's Website: http://www.co.larimer.co.us/assessor/query/search.cfm

If any structures are 50+ years old, good quality, color photos of all sides of the structure are required for conceptual.

Is your property in a Flood Plain? Yes No If yes, then at what risk is it?

Info available on FC Maps: http://gisweb.fcgov.com/redirect/default.aspx?layerTheme=Floodplains.

Increase in Impervious Area S.F. (Approximate amount of additional building, pavement, or etc. that will cover existing bare ground to be added to the site)

Suggested items for the Sketch Plan:

Property location and boundaries, surrounding land uses, proposed use(s), existing and proposed improvements (buildings, landscaping, parking/drive areas, water treatment/detention, drainage), existing natural features (water bodies, wetlands, large trees, wildlife, canals, irrigation ditches), utility line locations (if known), photographs (helpful but not required). Things to consider when making a proposal: How does the site drain now? Will it change? If so, what will change?





October 22, 2015

Cathy Mathis  
The Birdsall Group  
444 Mountain Ave.  
Berthoud, CO 80513

**Re:** 2410 E Drake Rd. - Light Industrial

**Description of project:** This is a request to build an additional building at 2410 E Drake Rd (parcel #8720300012). The proposed building will be 25,000 sq. ft. The proposed building will be located in Section D as outlined in the Cargill ODP. The site is located in the Low Density Mixed-Use Neighborhood (LMN) zone district. This proposal will be subject to a Major Amendment.

Please see the following summary of comments regarding the project request referenced above. The comments offered informally by staff during the Conceptual Review will assist you in preparing the detailed components of the project application. Modifications and additions to these comments may be made at the time of formal review of this project. If you have any questions regarding these comments or the next steps in the review process, you may contact the individual commenter or direct your questions through the Project Planner, Noah Beals, at 970-416-2313 or [nbeals@fcgov.com](mailto:nbeals@fcgov.com).

**Comment Summary:**

**Department: Zoning**

**Contact:** Gary Lopez, 970-416-2338, [glopez@fcgov.com](mailto:glopez@fcgov.com)

1. This has been reviewed by Zoning but no comments at this time.

**Department: Water-Wastewater Engineering**

**Contact:** Shane Boyle, 970-221-6339, [sboyle@fcgov.com](mailto:sboyle@fcgov.com)

1. Existing water and sewer mains in the vicinity include 8-inch water mains in the north-south drive aisle and Haymeadow Way, an 8-inch sewer main in Haymeadow Way, and a 24-inch sewer main in Drake.
2. The water mains in Haymeadow Way and Trestle Road are stubbed for use by this parcel. At some point in the development, these mains will need to be looped into the main in the southern portion of the Cargill site. Allowances may need to be made with this development regarding how this loop will be completed. Additionally, sewer service to the remainder of the parcel should be thought out as part of this development. Will a main need to be connected to the 24-inch main in Drake or will the 8-inch main in Haymeadow Way be used to serve the entire parcel?
3. The water conservation standards for landscape and irrigation will apply. Information on these requirements can be found at: <http://www.fcgov.com/standards>



4. Development fees and water rights will be due at building permit.

**Department: Traffic Operations**

**Contact: Martina Wilkinson, 970-221-6887, [mwilkinson@fcgov.com](mailto:mwilkinson@fcgov.com)**

1. The anticipated traffic volume from this development meets the threshold for needing a Traffic Impact Study. Not a full study, but at least a memorandum. Please have your traffic engineer contact me to scope the study.

**Department: Stormwater Engineering**

**Contact: Shane Boyle, 970-221-6339, [sboyle@fcgov.com](mailto:sboyle@fcgov.com)**

1. A drainage report, erosion control report, and construction plans are required and they must be prepared by a Professional Engineer registered in Colorado. The drainage report must address the four-step process for selecting structural BMPs. There is a final site inspection required when the project is complete and the maintenance is handed over to an HOA or another maintenance organization. The erosion control report requirements are in the Fort Collins Stormwater Manual, Section 1.3.3, Volume 3, Chapter 7 of the Fort Collins Amendments. If you need clarification concerning this section, please contact the Erosion Control Inspector, Jesse Schlam at 224-6015 or [jschlam@fcgov.com](mailto:jschlam@fcgov.com).
2. Onsite detention is required for the runoff volume difference between the 100 year developed inflow rate and the 2 year historic release rate.
3. Fifty percent of the site runoff is required to be treated using the standard water quality treatment as described in the Fort Collins Stormwater Manual, Volume 3-Best Management Practices (BMPs).  
(<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guidelines-regulations/stormwater-criteria>) Extended detention is the usual method selected for water quality treatment; however the use of any of the BMPs is encouraged.
4. Low Impact Development (LID) requirements are required on all new or redeveloping property which includes sites required to be brought into compliance with the Land Use Code. These require a higher degree of water quality treatment for 50% of the new impervious area and 25% of new paved areas must be pervious. Standard operating procedures (SOPs) for all onsite drainage facilities will be included as part of the Development Agreement. More information and links can be found at:  
<http://www.fcgov.com/utilities/what-we-do/stormwater/stormwater-quality/low-impact-development>
5. Per Colorado Revised Statute §37-92-602 (8) effective August 5, 2015, criteria regarding detention drain time will apply to this project. As part of the drainage design, the engineer will be required to show compliance with this statute using a standard spreadsheet (available on request) that will need to be included in the drainage report. Upon completion of the project, the engineer will also be required to upload the approved spreadsheet onto the Statewide Compliance Portal. This will apply to any volume based stormwater storage, including extended detention basins and bio-retention cells.
6. The city wide Stormwater development fee (PIF) is \$7,817/acre (\$0.1795 sq.-ft.) for new impervious area over 350 sq.-ft., and there is a \$1,045.00/acre (\$0.024/sq.-ft.) review fee. No fee is charged for existing impervious area. These fees are to be paid at the time each building permit is issued. Information on fees can be found at:  
<http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees> or contact Jean Pakech at 221-6375 for questions on fees. There is also an erosion control escrow required before the Development Construction permit is issued. The amount of the escrow is determined by the design engineer, and is based on the site disturbance

area, cost of the measures, or a minimum amount in accordance with the Fort Collins Stormwater Manual.

7. The design of this site must conform to the drainage basin design of the Foothills Basin Master Drainage Plan as well the Fort Collins Stormwater Manual.

**Department: Fire Authority**

**Contact: Jim Lynxwiler, 970-416-2869, [jlynxwiler@poudre-fire.org](mailto:jlynxwiler@poudre-fire.org)**

## 1. FIRE LANES

Fire access is required to within 150' of all exterior portions of the building. Emergency Access Easements were updated with the revised Cargill site plan about two years ago. If the existing EAE provides access to this proposed site, no changes would be warranted. Please include current EAE information with subsequent development reviews. Additional fire lane widths are required for buildings over 30' feet in height. Code language and fire lane specifications provided below.

> IFC 503.1.1: Approved fire Lanes shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility. When any portion of the facility or any portion of an exterior wall of the first story of the building is located more than 150 feet from fire apparatus access, the fire code official is authorized to increase the dimension if the building is equipped throughout with an approved, automatic fire-sprinkler system.

### FIRE LANE SPECIFICATIONS

A fire lane plan shall be submitted for approval prior to installation. In addition to the design criteria already contained in relevant standards and policies, any new fire lane must meet the following general requirements:

- > Shall be designated on the plat as an Emergency Access Easement.
  - > Maintain the required 20 foot minimum unobstructed width & 14 foot minimum overhead clearance.
  - > Be designed as a flat, hard, all-weather driving surface capable of supporting 40 tons.
  - > Dead-end fire access roads in excess of 150 feet in length shall be provided with an approved area for turning around fire apparatus.
  - > The required turning radii of a fire apparatus access road shall be a minimum of 25 feet inside and 50 feet outside. Turning radii shall be detailed on submitted plans.
  - > Be visible by painting and/or signage, and maintained unobstructed at all times.
  - > Additional access requirements exist for buildings greater than 30' in height. Refer to Appendix D of the 2012 IFC or contact PFA for details.
- International Fire Code 503.2.3, 503.2.4, 503.2.5, 503.3, 503.4 and Appendix D; FCLUC 3.6.2(B)2006 and Local Amendments.

## 2. WATER SUPPLY

A fire hydrant is required within 300' of the building as measured along the path of vehicle travel. The existing utility infrastructure available on site may already meet minimum requirements. Applicant to verify location, pressure and volume of existing hydrant(s) in the area. Private hydrants require separate permitting. Code language provided below.

> IFC 508.1 and Appendix B: COMMERCIAL REQUIREMENTS: Hydrants to provide 1,500 gpm at 20 psi residual pressure, spaced not further than 300 feet to the building, on 600-foot centers thereafter.

> The installation of private hydrants require special approved and permitting. Private fire hydrants shall have an approved maintenance plan as per IFC 507.5.3. Fire hydrants must

be the type approved by the water district having jurisdiction and the Fire Department.

**3. FIRE CONTAINMENT**

The building exceeds 5000 square feet and shall be sprinklered or fire contained. If containment is used, the containment construction shall be reviewed and approved by the Poudre Fire Authority prior to installation.

**4. HAZARDOUS MATERIALS IMPACT STUDY**

As applicable, the applicant shall identify any hazardous materials intended to be used or stored in the building and the quantities of each. Code language provided below.

> FCLUC 3.4.5(C): A HMIA (Hazardous Materials Impact Analysis) shall be submitted to the Poudre Fire Authority for approval. This analysis shall provide basic information on the project (including site layout and proposed hazardous materials use), describe likely incident scenarios, describe mitigation actions designed to limit the potential for off-site impacts on adjacent land uses or environment and describe emergency response measures in the event of a spill. Based on the information provided in the impact analysis, recommendations will be made by the Poudre Fire Authority to the relevant decision maker to protect against off-site impacts. If a HMIA is required for a development proposal, a statement indicating that such a study has been required will be included in all required written notices to property owner as defined by Section 2.2.6. of the Code, to the extent reasonably feasible. Refer to FCLU 3.4.5 for more information.

**5. PREMISE IDENTIFICATION**

The building needs to be uniquely addressed. As the facility continues to develop, and site navigation becomes more complex, a means of wayfinding shall be provided for, if it has not been done prior. The plan needs to be reviewed and approved by the fire department. Code language provided below.

> IFC 505.1: New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible, visible from the street or road fronting the property, and posted with a minimum of six-inch numerals on a contrasting background. Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure.

**6. PUBLIC-SAFETY RADIO AMPLIFICATION SYSTEM**

New buildings require a fire department, emergency communication system evaluation after the core/shell but prior to final build out. For the purposes of this section, fire walls shall not be used to define separate buildings. Where adequate radio coverage cannot be established within a building, public-safety radio amplification systems shall be designed and installed in accordance with criteria established by the Poudre Fire Authority. Poudre Fire Authority Bureau Admin Policy #07-01

**Department: Environmental Planning**

**Contact: Kelly Kimple, , [kkimple@fcgov.com](mailto:kkimple@fcgov.com)**

1. The eastern edge of this site contains a natural geologic feature, The Poudre Valley Wall. This feature creates a ridgeline and the standards within Section 3.4.1 would apply. Of particular concern are Land Use Code standards 3.4.1(E) (1) (f) (i), 3.4.1(H) and (I), copied here:

3.4.1 (E) (1) (f) Establishment of Buffer Zones

(E) Establishment of Buffer Zones. Buffer zones surrounding natural habitats and features shall be shown on the project development plan for any development that is subject to this Division. The purpose of the buffer zones is to protect the ecological character of the natural habitat or natural feature from the impacts of the ongoing activity associated with the development.

(1) Buffer Zone Performance Standards. The decision maker shall determine the buffer

zones for each natural habitat or feature contained in the project site. The buffer zones may be multiple and noncontiguous. The general buffer zone distance is established according to the buffer zone table below, but the decision maker shall reduce or enlarge any portion of the general buffer zone distance, if necessary in order to ensure that the performance standards set forth below are achieved. The buffer zone performance standards are as follows:

(f) The project shall be designed to integrate with and otherwise preserve existing site topography, including but not limited to such characteristics as steepness of slopes, existing drainage features, rock outcroppings, river and stream terraces, valley walls, ridgelines and scenic topographic features.

(i) Fencing associated with the project shall be designed to be compatible with the ecological character and wildlife use of the natural habitat or feature.

#### 3.4.1 (H) Ridgeline Protection

(1) Ridgeline Setback. So that structures blend more naturally into the landscape rather than being a prominent focal point, no development shall intrude into any ridgeline protection area identified and designated by the Director during the development review process in conjunction with the establishment of the LOD and the buffer zone. For the purposes of this subsection, a designated ridgeline protection area shall include the crest of any hill or slope so designated, plus the land located within one hundred (100) horizontal feet (plan view) on either side of the crest of the hill or slope.

(2) Building Height and Profile. Multilevel buildings shall follow the general slope of the site in order to keep the building height and profile in scale with surrounding natural features.

#### 3.4.1 (I) Design and Aesthetics

(1) Project design. Projects in the vicinity of large natural habitats and/or natural habitat corridors, including, but not limited to, the Poudre River Corridor and the Spring Creek Corridor, shall be designed to complement the visual context of the natural habitat. Techniques such as architectural design, site design, the use of native landscaping and choice of colors and building materials shall be utilized in such manner that scenic views across or through the site are protected, and manmade facilities are screened from off-site observers and blend with the natural visual character of the area. These requirements shall apply to all elements of a project, including any aboveground utility installations.

(2) Visual Character of Natural Features. Projects shall be designed to minimize the degradation of the visual character of affected natural features within the site and to minimize the obstruction of scenic views to and from the natural features within the site.

2. According to LUC 3.4.1 (D), applicants should field locate the edge of the top of the valley wall, in consultation with the City's Environmental Planner, and this edge should be added to the Site Plan with a 100 foot buffer setback.
3. As you develop your landscape plans, fencing and plant species selected should support and create habitat and serve as a visual screen within the buffer zone as required to meet the standards of Section 3.4.1 and to mitigate the impact of the development within and adjacent to the buffer.
4. With respect to landscaping and design, the City of Fort Collins Land Use Code, in Article 3.2.1 (E)(2)(3), requires that you use low-water-use plants and grasses in your landscaping or re-landscaping and reduce bluegrass lawns as much as possible.

### **Department: Engineering Development Review**

**Contact: Sheri Langenberger, 970-221-6573, [slangenberger@fcgov.com](mailto:slangenberger@fcgov.com)**

1. Larimer County Road Impact Fees and Street Oversizing Fees are due at the time of building permit. Please contact Matt Baker at 224-6108 if you have any questions.
2. The City's Transportation Development Review Fee (TDRF) is due at the time of submittal. For additional information on these fees, please see:  
<http://www.fcgov.com/engineering/dev-review.php>
3. Any damaged curb, gutter and sidewalk existing prior to construction, as well as streets, sidewalks, curbs and gutters, destroyed, damaged or removed due to construction of this



project, shall be replaced or restored to City of Fort Collins standards at the Developer's expense prior to the acceptance of completed improvements and/or prior to the issuance of the first Certificate of Occupancy. All public sidewalk, driveways and ramps existing or proposed adjacent or within the site need to meet ADA standards, if they currently do not, they will need to be reconstructed so that they do meet current ADA standards as a part of this project.

4. Any public improvements must be designed and built in accordance with the Larimer County Urban Area Street Standards (LCUASS). They are available online at: <http://www.larimer.org/engineering/GMARdStds/UrbanSt.htm>
5. This project is responsible for dedicating easements that are necessary or required by the City for this project.
6. Utility plans will likely be required and a new Development Agreement will be entered into and recorded once the plans are approved.

## Planning Services

Contact: Noah Beals, 970-416-2313, [nbeals@fcgov.com](mailto:nbeals@fcgov.com)

1. A minor Amendment for the ODP is possible to delineate the Buffer along the entire east boundary.

A plat is required for the areas of the new buildings.

2. At least a private access easement should be placed from the public right-of-way to the lots that do not abut the right-of-way.
3. The trem future can be removed.
4. Be sure to include a parking table.
5. The site plan should continue the pedestrian access plan that was shown in the previous development plan.
6. The submittal will need to include a lighting plan.
7. The proposed development project is subject to a Type 2 (Planning and Zoning Board) review and public hearing. The applicant for this development request is required to hold a neighborhood information meeting prior to formal submittal of the proposal. Neighborhood meetings offer an informal way to get feedback from your surrounding neighbors and discover any potential hiccups prior to the formal hearing. Please contact me, at 221-6750, to assist you in setting a date, time, and location. I and possibly other City staff, would be present to facilitate the meeting.
8. Please see the Development Review Guide at [www.fcgov.com/drg](http://www.fcgov.com/drg). This online guide features a color coded flowchart with comprehensive, easy to read information on each step in the process. This guide includes links to just about every resource you need during development review.
9. This development proposal will be subject to all applicable standards of the Fort Collins Land Use Code (LUC), including Article 3 General Development Standards. The entire LUC is available for your review on the web at <http://www.colocode.com/ftcollins/landuse/begin.htm>.
10. If this proposal is unable to satisfy any of the requirements set forth in the LUC, a Modification of Standard Request will need to be submitted with your formal development proposal. Please see Section 2.8.2 of the LUC for more information on criteria to apply for a Modification of Standard.

- 11.** Please see the Submittal Requirements and Checklist at:  
<http://www.fcgov.com/developmentreview/applications.php>.
- 12.** The request will be subject to the Development Review Fee Schedule that is available in the Community Development and Neighborhood Services office. The fees are due at the time of submittal of the required documents for the appropriate development review process by City staff and affected outside reviewing agencies. Also, the required Transportation Development Review Fee must be paid at time of submittal.
- 13.** When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.

## **Pre-Submittal Meetings for Building Permits**

Pre-Submittal meetings are offered to assist the designer/builder by assuring, early on in the design, that the new commercial or multi-family projects are on track to complying with all of the adopted City codes and Standards listed below. The proposed project should be in the early to mid-design stage for this meeting to be effective and is typically scheduled after the Current Planning conceptual review meeting.

Applicants of new commercial or multi-family projects are advised to call 970-416-2341 to schedule a pre-submittal meeting. Applicants should be prepared to present site plans, floor plans, and elevations and be able to discuss code issues of occupancy, square footage and type of construction being proposed.

### **Construction shall comply with the following adopted codes as amended:**

*2012 International Building Code (IBC)*  
*2012 International Residential Code (IRC)*  
*2012 International Energy Conservation Code (IECC)*  
*2012 International Mechanical Code (IMC)*  
*2012 International Fuel Gas Code (IFGC)*  
*2012 International Plumbing Code (IPC) as amended by the State of Colorado*  
*2014 National Electrical Code (NEC) as amended by the State of Colorado*

Accessibility: State Law CRS 9-5 & ICC/ANSI A117.1-2009.

Snow Load Live Load: 30 PSF / Ground Snow Load 30 PSF.

Frost Depth: 30 inches.

Wind Load: 100- MPH 3 Second Gust Exposure B.

Seismic Design: Category B.

Climate Zone: Zone 5.

#### Energy Code Use

1. Single Family; Duplex; Townhomes: *2012 IRC* Chapter 11 or *2012 IECC* Chapter 4.
2. Multi-family and Condominiums 3 stories max: *2012 IECC* Chapter 4 Residential Provisions.
3. Commercial and Multi-family 4 stories and taller: *2012 IECC* Chapter 4 Commercial Provisions.

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