

Conceptual Review Agenda

Schedule for 01/04/16 to 01/04/16

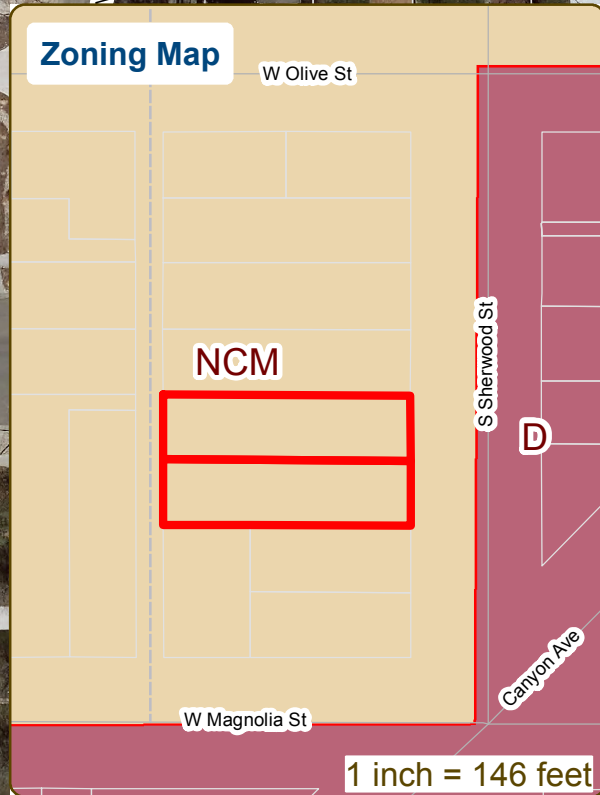
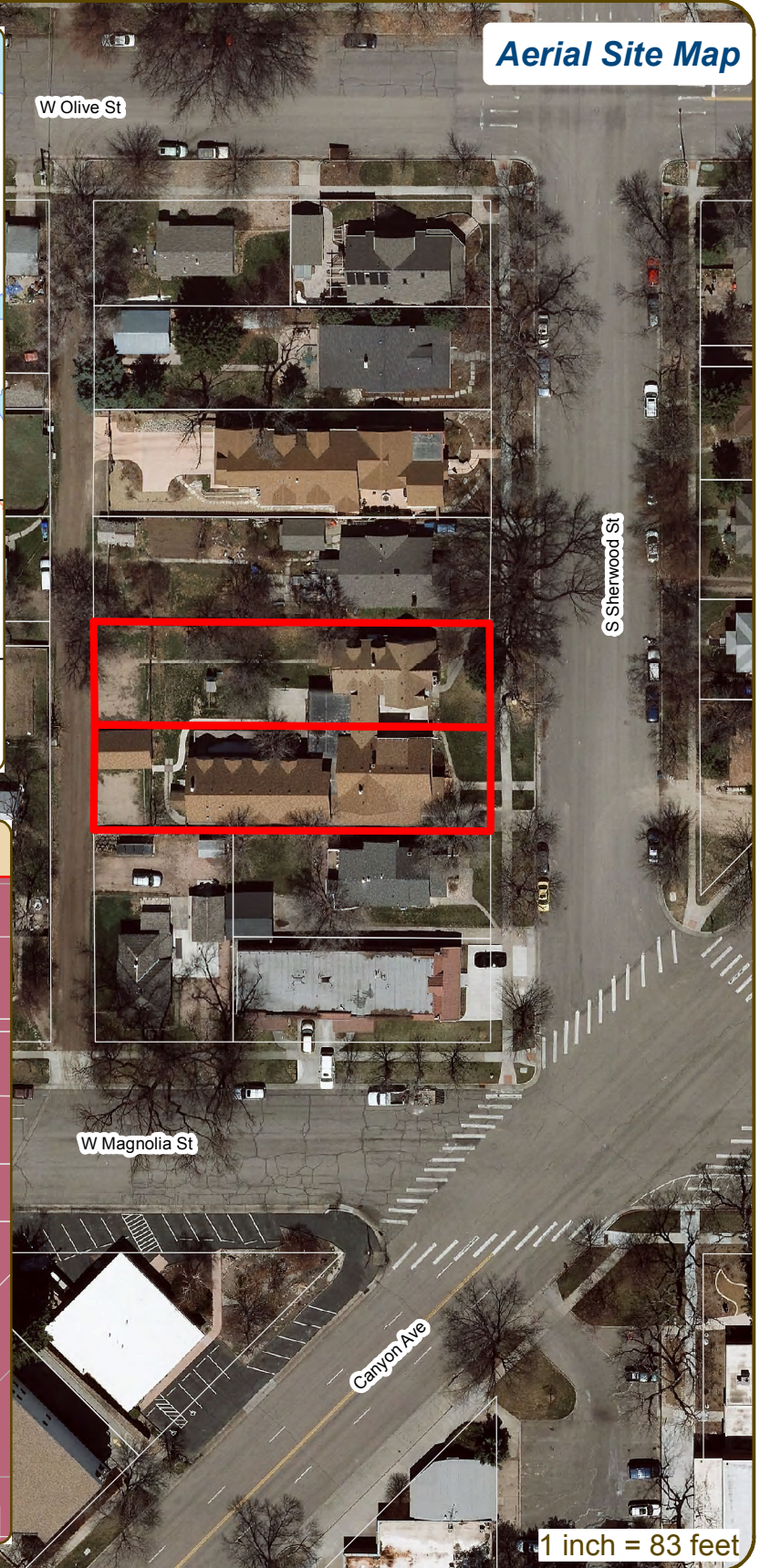
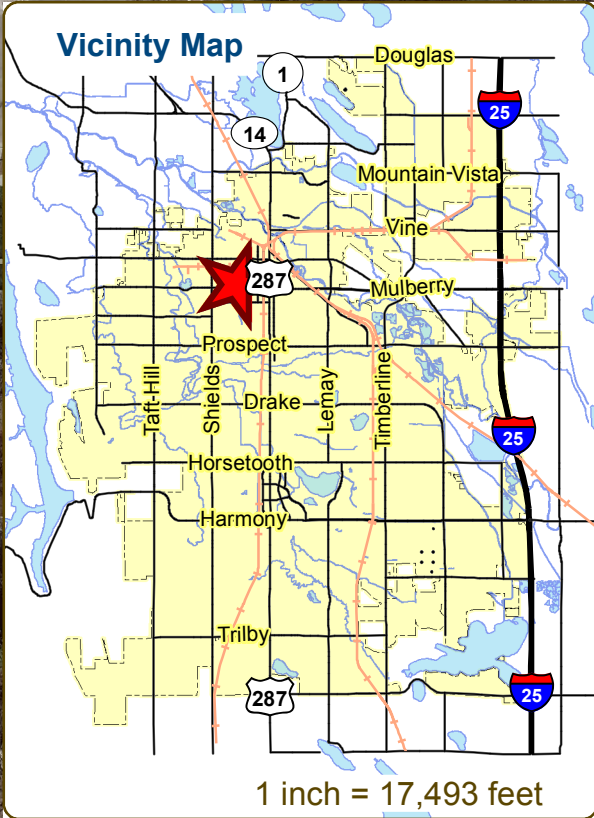
281 Conference Room A

Monday, January 4, 2016

Time	Project Name	Applicant Info	Project Description	Planner
9:30	317 & 321 S Sherwood St - Group Home CDR150093	Annette Zacharias (970) 484-3342 akzp65@yahoo.com	This is a request to locate a group home at 317 & 321 S Sherwood St (parcel #'s 9711420904 and 9711420903). Faith Family Hospitality would lease the space from the City and use the property as transitional housing for homeless families. The property was previously used as a shelter for victims of domestic violence. The site is located in the Neighborhood Conservation - Medium Density (NCM) zone district. This proposal will be subject to Administrative (Type I) review.	Ryan Mounce
10:15	126 Bristlecone Dr - Self-Storage CDR150094	Nathan Klein (970) 667-7000 nklein@lovelandcommercial.com	This is a request to construct a self-storage facility at 126 Bristlecone Dr (parcel #9701273001). The proposed facility would be located on the eastern portion of the parcel. The facility would take access from the existing roadway that bisects the parcel. The proposal shows a two story structure with office space and residential apartment with four parking spaces to serve the facility. The site is located in the Service Commercial (CS) zone district. This proposal will be subject to Administrative (Type I) review.	Clay Frickey
11:00	1224 Red Cedar Cir - Self-Storage CDR150095	Randy Milan (970) 566-0708 debmilan@aol.com	This is a request to construct a self-storage facility at 1224 Red Cedar Cir (parcel #9701273001). Most of the storage units proposed will be one story with a portion of two story storage units in the interior of the site. The proposed site plan also shows a 600 sq. ft. office to serve the facility. The site is located in the Industrial (I) zone district. This proposal will be subject to Administrative (Type I) review.	Clay Frickey

317 & 321 S Sherwood St. Group Home

Aerial Site 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) _____

ANNETTE ZACHARIAS, EXECUTIVE DIRECTOR

Business Name (if applicable) FAITH FAMILY HOSPITALITY

Your Mailing Address 300 E. OAK ST., FORT COLLINS, CO 80524

Phone Number 970-484-3342 Email Address AKZP650@YAHOO.COM

Site Address or Description (parcel # if no address) 317 + 321 S. SHERWOOD ST., FORT COLLINS, COLORADO 80521 (PARCEL #s: 97114-20-903, 97114-20-904)

Description of Proposal (attach additional sheets if necessary) PLEASE ATTACHED

Proposed Use TRANSITIONAL HOUSING Existing Use VACANT

Total Building Square Footage 5,579 S.F. Number of Stories _____ Lot Dimensions _____

Age of any Existing Structures 1900 (115 YEARS OLD)

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? [X] Yes [] No If yes, then at what risk is it? OLD TOWN BASIS

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

Increase in Impervious Area UNKNOWN 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?

Conceptual Review information

For 317 and 321 S. Sherwood St., Fort Collins, Colorado

Description of Proposal:

Faith Family Hospitality proposes the use of 317 and 321 S. Sherwood St. as transitional housing for homeless families. The property was previously used as a shelter for victims of domestic violence and is currently vacant. The combined properties have 19 rooms that can be utilized as bedrooms, six bathrooms and another ten rooms that can be family rooms, dining rooms or offices. 321 S. Sherwood has 4,267 square feet of living space and 317 S. Sherwood has approximately 1,312 square feet. There is an existing structure that connects the two homes for approximately another 1,000 square feet. A full inspection and survey will be completed in January if permitted.

Current Program

Currently Faith Family Hospital (FFH) is a 501(c)(3) organization that provides temporary emergency shelter and resources for families experiencing homelessness in local faith organizations every evening, rotating to a new venue each week. Thirty local faith organizations provide their buildings as host sites or provide support volunteers throughout the year. The current capacity is four families at a time. During the daytime hours, FFH operates a Day Center at the Fort Collins Mennonite Fellowship where daytime shelter, food, laundry, showers and case management is provided to families staying in the overnight program as well as families who are on the "waitlist" (families who are eligible for the program and waiting for an opening).

The FFH program is based on a national model, the Interfaith Hospitality Network model. While the model is successful in providing temporary shelter the intent is merely temporary. The primary goal of the FFH program is to assist guests to obtain PERMANENT housing. Currently the average stay of the guest families is 78 days. Only 40% achieve the goal of permanent housing and of those, self-reported data illustrates that 30% of them lose it again within a year. Guests go from a fully supported program where all of their needs are met. They receive three meals a day, shelter, laundry, emotional support, parenting support, constant access to additional resources until they obtain permanent housing which mean they move to a fully independent life where they are required to manage all of the pieces of their lives without assistance. It is too great a leap for many of those who are most compromised and many times, they subsequently fail. We believe some just need more time and support.

Transitional Housing

Around the country, the Interfaith Hospitality Network Model is adding the next steps of housing. The model of transitional housing that has been successful in Greeley and Denver can

be brought to Fort Collins. FFH has determined that transitional housing is the best fit for its program. In transitional housing, guest families are “eased” out of the temporary housing in the faith community into a co-housing situation where they share kitchens, living space and perhaps bathrooms while achieving their independence yet still having access to some support services such as case management and free housing. Since they would be out of immediate crisis, longer term support resources can be identified and utilized while they are saving money for permanent stable housing. Program elements and an eligibility process are being developed at this time.

Numbers

317 and 321 S. Sherwood will provide FFH the opportunity to have eight families live together under the supervision of a “Resident Manager” who will also live on the property. Each family has an average of two children, but can range between one and six children. The intent is to provide each family with a bedroom for the parent(s) and bedrooms for children with an average of one to two children per bedroom. This means that an average of 30 people would live in the building at any time.

Day Center

FFH would like the opportunity to bring the Day Center into the Sherwood properties. This means four more families would be using the space in the center during the day when most of the other families would be out of the residence. On average two to three of the families are present during the day, an average of six additional people (two to three adult, three to four small children).

Parking

On average, one third of the families are without a vehicle for transportation. With eight families and one Resident manager, there is an anticipated need for six parking spaces in the back of the property. There is a shed that currently resides in the back alley. It will be removed to create additional parking spaces.

Childcare

Children in the program are supervised by their parents at all times. A “line of site” rule is utilized which requires parents to keep children within visual contact to ensure the children’s safety and eliminate the need for child care provision. All guests are responsible for their own children and family if an emergency should arise. No childcare will be provided on the property.

Flood Plain

Since the property will not be utilized as a childcare facility, children and individuals with potential handicaps will have other family members available to assist them should an emergency arise. The flood plain concern has been discussed with the City of Fort Collins Stormwater Department and they felt this would not be a concern for them.

Construction

The current states of 317 and 321 S. Sherwood require FFH to undertake some minor construction, the removal of the shed in the alley and the paving of the back parking area. The two kitchens and several of the bathrooms will need to be updated. Inspections will be completed after the conceptual review and may uncover additional items to be updated.

GENERAL NOTES

- ALL DIMENSIONS ARE TO ROUGH FRAME UNLESS OTHERWISE NOTED.
- WINDOW SIZES AND TYPES ARE SCHEDULED ON SHEET A-4.
- GLAZING ADJACENT TO AND WITHIN 60" OF THE WALKING / STANDING SURFACE WITHIN A BATH-TUB OR SHOWER ENCLOSURE AS WELL AS WITHIN 24" OF A DOOR MUST BE SAFETY GLASS. SEC. 5406 (c) 4 AND 6 UBC.
- THE BATH FANS, AS WELL AS THE CLOTHES DRYERS, MUST BE SPECIFIED AS BEING VENTED TO THE EXTERIOR. SEC. 1205 (a) UBC & SEC. 1903 UMC.
- MATERIALS, OTHER THAN STRUCTURAL ELEMENTS USED IN SHOWER STALL WALLS, SHALL BE SPECIFIED AS A TYPE WHICH IS NOT ADVERSELY AFFECTED BY MOISTURE. SEC. 510 (b) UBC.
- A SMOKE DETECTOR SHALL BE INSTALLED IN EACH SLEEPING ROOM AND AT A POINT CENTRALLY LOCATED IN THE CORRIDOR. A DETECTOR SHALL BE INSTALLED ON EACH STORY AND IN THE BASEMENT. ALL DETECTORS SHALL RECEIVE THEIR PRIMARY POWER FROM BUILDING WIRING AND EQUIPPED WITH A BATTERY BACKUP. SEC. 1210 (a) UBC.
- AN OPENING SHALL BE PROVIDED FOR ATTIC ACCESS SIZED NOT LESS THAN 22" X 30". SEC. 3205 (a) UBC.
- THE HANDRAIL PORTION OF REQUIRED HANDRAILS MUST BE AT LEAST 1-1/4" BUT NO MORE THAN 2" IN DIAMETER. SEC. 3306 (j) UBC.
- A MINIMUM HEADROOM CLEARANCE OF 6'-8" MUST BE MAINTAINED AT ALL STAIRWAYS. SEC. 3306 (p) UBC.
- THE SPACING OF BALUSTERS MUST BE INDICATED SO AS NOT TO PERMIT A 4" DIAMETER SPHERE TO PASS THROUGH. SEC. 1711 UBC.
- GROUND-FAULT PROTECTION IS REQUIRED FOR ALL ELECTRICAL OUTLETS LOCATED IN BATHROOMS, AT THE EXTERIOR, IN THE BASEMENT (AT LEAST ONE), AND ALL KITCHEN COUNTER TOP OUTLETS LOCATED WITHIN 6 FEET OF THE SINK. SEC. 210-8a NEC.
- PROVIDE ENGINEERING SHOP DRAWINGS FOR THE ROOF TRUSSES, THE REQUIRED TO POST LIVE LOAD FOR THE BOTTOM CHORD MUST BE NOTED ON THE SHOP DRAWINGS OF THE TRUSSES WHERE ATTIC ACCESS IS REQUIRED. TABLE 23-B-4 UBC.
- PROVIDE ATTIC CROSS-VENTILATION. SEC. 2516 (c) UBC.
- PROVIDE CRAWL SPACE CROSS-VENTILATION. SEC. 2516 (c) UBC.
- PROVIDE MINIMUM 6" DIAMETER COMB AIR DUCT TO THE FURNACE AND WATER HEATER LOCATION. UMC.
- PROVIDE ANCHOR BOLTS AT 4'-0" O.C. WITH NOT LESS THAN 1/2" DIAMETER STEEL BOLTS EMBEDDED AT LEAST 7" INTO CONCRETE. MINIMUM OF 2 BOLTS PER PIECE WITH ONE BOLT LOCATED WITHIN 12" OF EACH END OF EACH PIECE. SEC. 2907 (f) UBC.

CONSTRUCTION NOTES

- EXISTING SANITARY SEWER. CONTRACTOR TO VERIFY EXACT LOCATION.
- CONNECT INTO EXISTING SANITARY SEWER.
- EXISTING 4" C.I. SANITARY SEWER.
- NEW 3/4" WATER TAP REQUIRED.
- CONTRACTOR TO INSTALL NEW 3/4" DOMESTIC COLD WATER LINE MINIMUM 5'-0" BELOW GRADE. LINE IS TO BE TYPE R COPPER WITHOUT ANY SOLDER JOINTS BELOW GRADE. IF POSSIBLE, THE PIPE IS TO BE INSTALLED IN THE CENTER OF A 12" BED OF SAND.
- LOCATION OF EXISTING GAS METER.

OWNER FURNISHED ITEMS

- THE FOLLOWING ITEMS/MATERIALS WILL BE FURNISHED BY OWNER AND INSTALLED BY THE CONTRACTOR:
- WINDOWS AS SHOWN ON SCHEDULE, SHEET A-4, AS OWNER FURNISHED CONTRACTOR INSTALLED (OFCI)
 - ALL PAINT MATERIALS.
- THE FOLLOWING ITEMS/MATERIALS WILL BE FURNISHED AND INSTALLED BY OWNER:
- ALL FINISH FLOORING MATERIALS. (CARPET, VINYL, & VINYL BASE.)

CODE DATA

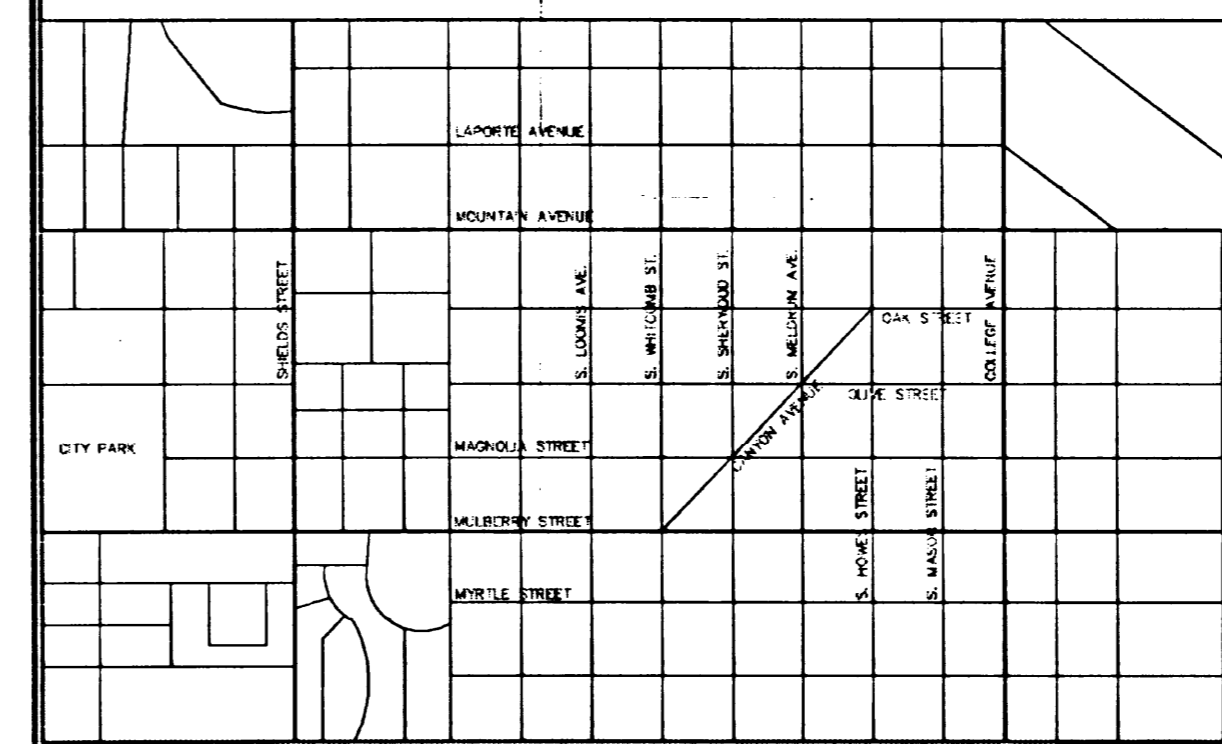
ZONING	NCM
CONSTRUCTION TYPE	TYPE V-N
OCCUPANCY TYPE	GROUP R, DIVISION 1
BUILDING HEIGHT	26'-0"
NO. OF FLOORS	2
SETBACKS	8'-6"
BUILDING AREA	NEW 2596 S.F. EXISTING 2794 S.F.
lower level	1606 S.F. 2266 S.F.
total	4264 S.F. 5060 S.F.
overall	9324 S.F.

NOTE: THE EXISTING BUILDINGS HAVE A FIRE SPRINKLER SYSTEM. THE NEW ADDITION WILL BE FULLY SPRINKLERED.

SHEET INDEX

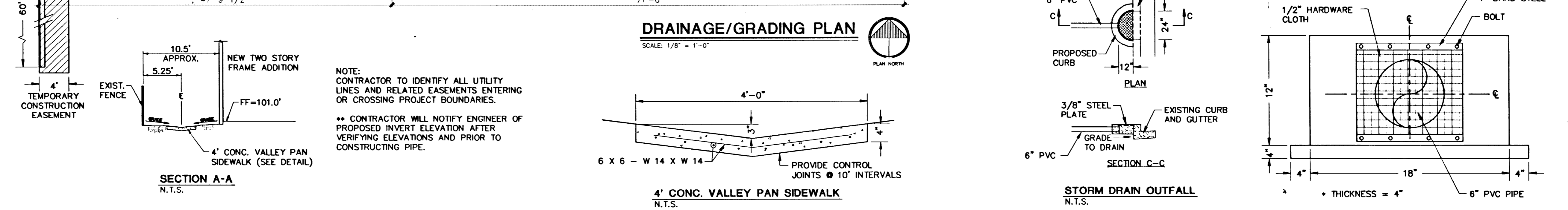
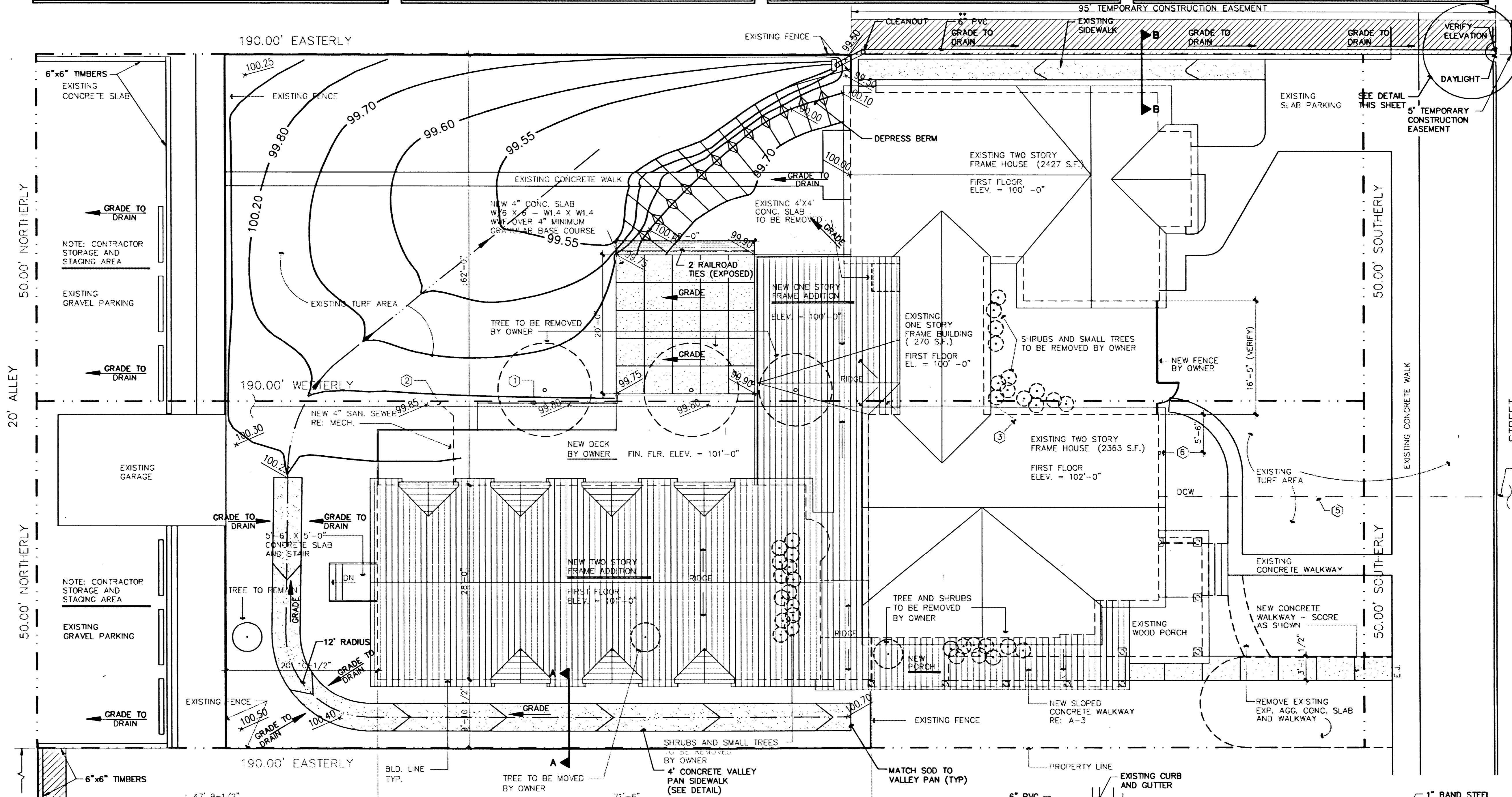
- A-1 SITE PLAN / ROOF PLAN / VICINITY MAP / SHEET INDEX
- A-2 DEMOLITION PLAN
- A-3 FIRST FLOOR PLAN
- A-4 SECOND FLOOR PLAN / WINDOW & ROOM FINISH SCHEDULES
- A-5/A-6 EXTERIOR ELEVATIONS
- A-7 BUILDING SECTIONS
- A-8/A-9 WALL SECTIONS
- A-10 STAIR SECTIONS / DOOR SCHEDULE
- A-11 INTERIOR ELEVATIONS
- A-12 REFLECTED CEILING PLAN
- A-13 FDM. AND BASEMENT PLAN / FST. FLOOR FRAMING PLAN
- A-14 ROOF FRAMING PLAN
- M-1 MECHANICAL FIRST FLOOR PLAN
- M-2 MECHANICAL BASEMENT & SECOND FLOOR PLAN
- M-3 MECHANICAL DETAILS
- M-4 MECHANICAL SCHEDULES
- M-5 DEMOLITION PLAN
- E-1 ELECTRICAL FIRST FLOOR LIGHTING PLAN
- E-2 ELECTRICAL FIRST FLOOR POWER PLAN
- E-3 BSMT. & SEC. FLR LIGHTING PLAN/ BSMT. & SEC. FLR. POWER PLAN
- E-4 ELECTRICAL ONE-LINE, LEGEND, SCHEDULES
- E-5 ELECTRICAL SITE PLAN

VICINITY MAP



GENERAL SITE PLAN NOTES

- ALL EXISTING SHRUBS AND TREES SHOWN TO REMAIN SHALL BE ADEQUATELY PROTECTED FROM DAMAGE DURING CONSTRUCTION. PLANTS DAMAGED DURING CONSTRUCTION SHALL BE REPLACED BY CONTRACTOR WITH SAME SPECIES AND OF SAME RELATIVE SIZE AS EXISTING.
- THERE IS AN EXISTING UNDERGROUND IRRIGATION SYSTEM SERVING THIS BUILDING SITE. VERIFY LOCATION OF SYSTEM LINES & SPRINKLER HEADS WITH OWNER. THIS SYSTEM SHALL BE PROTECTED AS REQUIRED.
- ALL GRASS AREAS THAT ARE DAMAGED DURING SITE DEVELOPMENT AND CONSTRUCTION SHALL BE REPLACED / REPAIRED WITH SOD TO MATCH.
- CONTRACTOR TO BE RESPONSIBLE FOR LOCATING ALL UNDERGROUND UTILITIES ON SITE THAT MAY BE IN AREA OF NEW CONSTRUCTION. ANY UTILITY DAMAGED DURING CONSTRUCTION SHALL BE REPLACED / REPAIRED AS REQUIRED BY CONTRACTOR AT HIS EXPENSE.



HUMAN SERVICES FACILITY
Building Addition
Old Town Block 73 - Lots 3 & 4



SITE/ROOF PLANS	
DATE	9-30-94
JOB NO.	183-036
DRAWN	ACJ
CHECKED	CCH
REVISED	9-26-95

A-1.1



Alley

317

321

Sherwood

Magnolia





March 01, 2016

Annette Zacharias
300 E Oak St
Fort Collins, CO 80524

Re: 317 & 321 S Sherwood St - Group Home

Description of project: This is a request to locate a group home at 317 & 321 S Sherwood St (parcel #'s 9711420904 and 9711420903). Faith Family Hospitality would lease the space from the City and use the property as transitional housing for homeless families. The property was previously used as a shelter for victims of domestic violence. The site is located in the Neighborhood Conservation - Medium Density (NCM) zone district. This proposal will be subject to Administrative (Type I) review.

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, Ryan Mounce, at 970-224-6186 or rmounce@fcgov.com.

Comment Summary:

Department: Water-Wastewater Engineering

Contact: Shane Boyle, 970-221-6339, sboyle@fcgov.com

1. It is not anticipated that water or sewer services will need to be revised with this project. If that changes, please coordinate with Water Utilities Engineering.

Department: Traffic Operations

Contact: Martina Wilkinson, 970-221-6887, mwilkinson@fcgov.com

1. The anticipated change in traffic volume is not expected to rise to the threshold of needing a TIS. Based on section 4.2.3.D of LCUASS, the Traffic Impact Study requirement can be waived.

Department: Stormwater Engineering

Contact: Heidi Hansen, 970-221-6854, hhansen@fcgov.com

1. 1. This property is located in the City regulated, 100-year Old Town floodplain. Any development within the floodplain must obtain a floodplain use permit and comply with the safety regulations of Chapter 10 of City Municipal Code. A City Flood Risk Map is attached.

2. 2. Per Section 10-108, Critical Facilities are prohibited in the floodplain. The definition for Critical Facilities includes at-risk population facilities, which are defined as facilities that house or provide shelter or services to children, the infirm or other persons requiring special assistance or care or life support. The current application does not fall under this definition and would not be considered a critical facility. Please ensure moving forward that these uses are not added to the application. Notes on the plans and a provision in the development agreement will be required regarding the critical facilities prohibition.
3. 3. If the cost of remodeling the existing structure will be over 50% of the value of the existing structure (the structure only, not including land value) this would constitute a “substantial improvement” and the existing structure must be brought into compliance with the floodplain regulations. The lowest floor of the existing structure along with all duct work, heating, ventilation and air conditioning, electrical, hot water heaters, etc. would need to be elevated to 12-inches above the Base Flood Elevation (BFE). Substantial improvement is a cumulative value over the previous 12 months meaning that any building permits issued for remodels and improvements within the past year are added to the current one to see if the 50% threshold is exceeded. Please contact staff for guidance on options for determining the structure’s value as well as the costs that must be included in the substantial improvement determination.
4. 4. Any construction activities in the floodplain (e.g. remodeling the existing building, driveways, sidewalks, utility work, landscaping, etc.) must be preceded by an approved floodplain use permit, the appropriate permit application fees, approved plans, and in the case of a building remodel an itemized list of the cost of improvements. The permit form can be obtained at <http://www.fcgov.com/utilities/what-we-do/stormwater/flooding/forms-documents>.
5. 5. The boundaries of the floodplain and floodway should be included on any plans. Contact Beck Anderson of Stormwater Master Planning at banderson@fcgov.com for floodplain CAD line work, as required per the floodplain development review check list.
6. 6. Please contact Heidi Hansen with any questions about these comments or to schedule a meeting to discuss any requirements for development in the floodplain. hhansen@fcgov.com 970-221-6854.
7. 7. The design of this site must conform to the drainage basin design of the Old Town Master Drainage Plan as well the Fort Collins Stormwater Criteria Manual.
8. 8. When improvements are being added to an existing developed site onsite detention is only required if there is an increase in impervious area greater than 5000 square feet. If it is greater, onsite detention is required with a 2 year historic release rate for water quantity.
9. 9. Drainage into alleys in the Old Town Basin can be problematic, causing damage to downstream properties. As part of any construction with this development, a drainage analysis will need to be completed by a Civil Engineer addressing any additional drainage created by the development and may be required to show how conveyance of site drainage is conveyed to an adequate public facility without impacting downstream properties.
10. 10. Water quality treatment for 50% of the site is provided for in the Udall Natural Area water treatment facility. However additional onsite water quality treatment is encouraged as described in the Fort Collins Stormwater Manual, Volume 3-Best Management Practices (BMPs). Extended detention is the usual method selected for water quality treatment; however the use of any of the BMPs is encouraged. (<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guidelines-regulations/stormwater-criteria>)
11. 11. 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 if there is more than 1000 sq. ft. of new impervious area added. 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>

12. 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.
13. The 2016 city wide Stormwater development fee (PIF) is \$8,217/acre for new impervious area over 350 sq.-ft., and there is a \$1,045.00/acre 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.

Department: Fire Authority

Contact: Jim Lynxwiler, 970-416-2869, jlynxwiler@poudre-fire.org

1. FIRE CONTAINMENT

This building exceeding 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. Other factors or occupancy group classifications may also drive a fire sprinkler requirement. See following comments.

2. RESIDENTIAL AUTOMATIC FIRE SPRINKLERS

> IFC 903.2.7: An automatic sprinkler system installed in occupancies in accordance with Section 903.3 shall be provided throughout all buildings with a Group R (Residential) fire area. As such, this building will require an automatic fire sprinkler system under a separate permit. Please contact Assistant Fire Marshal, Joe Jaramillo with any fire sprinkler related questions at 970-416-2868.

3. FIRE LANES

Fire access is required to within 150' of all exterior portions of the building perimeter. Fire access may be measured from Sherwood but not from the alley. As such, the building does not meet minimum fire access requirements and a fire sprinkler system will be required as an offset to the lack of access.

2012 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.

4. WATER SUPPLY

A fire hydrant is required within 300' of the building. The existing utility infrastructure available in the area appears to support this minimum standard. 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: Rebecca Everette, 970-416-2625, reverette@fcgov.com

1. With respect to landscaping and design, the City of Fort Collins Land Use Code, in Article 3.2.1 (E)(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. Native landscaping is encouraged to the extent possible, as well.
2. Will any trees be removed on the site or will there be any additions to the existing buildings?

The applicant should make note of Article 3.2.1(C) that requires developments to submit a landscape and tree protection plan, and if receiving water service from the City, an irrigation plan, that: "...(4) protects significant trees, natural systems, and habitat, and (5) enhances the pedestrian environment". Note that a significant tree is defined as a tree having DBH (Diameter at Breast Height) of six inches or more. If any of the trees within this site have a DBH of greater than six inches, a review of the trees shall be conducted with Tim Buchanan, City Forester (970-221-6361 or tbuchanan@fcgov.com) to determine the status of the existing trees and any mitigation requirements that could result from the proposed development.

3. 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. Green Building Program: <http://www.fcgov.com/enviro/green-building.php>, contact Tony Raeker at 970-416-4238 or traeker@fcgov.com
2. Solar Energy: <http://www.fcgov.com/utilities/residential/renewables/solar-contractors-resources>, contact Norm Weaver at 970-416-2312 or nweaver@fcgov.com
3. Urban Agriculture: <http://www.fcgov.com/developmentreview/urbanagriculture.php>

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

Department: Engineering Development Review

Contact: Marc Ragasa, 970.221.6603, mragasa@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.
4. 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. The existing driveway will need to be evaluated to determine if the slopes and width will meet ADA requirements or if

they need to be reconstructed so that they do.

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. The public alley to the west of the property will need to be improved along the length of the property. The alley will need to be designed and constructed from the property to the nearest public street. The closest public street would be to Magnolia Street to the south. Please see LCUASS Drawing 803 for Alley Intersection details.
7. This project is responsible for dedicating any right-of-way and easements that are necessary or required by the City for this project. This shall including the standard utility easements that are to be provided behind the right-of-way (15 foot along an arterial, 8 foot along an alley, and 9 foot along all other street classifications).
8. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
9. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
10. A utility coordination meeting on this site is suggested. Utility coordination meetings if requested are typically scheduled after the preliminary submittal of the project, but can be scheduled prior to submittal upon request. Please provide a site plan with preliminary utility layout for routing with the meeting notice. If you are interested in having a utility coordination meeting, please contact the development review engineer for scheduling.
11. LCUASS parking setbacks (Figure 19-6) apply and will need to be followed depending on parking design.
12. All fences, barriers, posts or other encroachments within the public right-of-way are only permitted upon approval of an encroachment permit. Applications for encroachment permits shall be made to Engineering Department for review and approval prior to installation. Encroachment items shall not be shown on the site plan as they may not be approved, need to be modified or moved, or if the permit is revoked then the site/ landscape plan is in non-compliance.
13. Any rain gardens within the right-of-way cannot be used to treat the development/ site storm runoff. We can look at the use of rain gardens to treat street flows – the design standards for these are still in development.
14. 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.
15. 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.

Department: Electric Engineering

Contact: Rob Irish, 970-224-6167, rirish@fcgov.com

1. If applicant anticipates any change to the existing electric service please contact Light & Power Engineering @ 970-221-6700.

Planning Services

Contact: Ryan Mounce, 970-224-6186, rmounce@fcgov.com

1. The proposed use, transitional housing, would be classified as a group home (large group care facility), subject to Type 1 (Administrative) review.
2. A series of building additions in the 1980s and 1990s has resulted in a building that now exceeds zone district requirements and will require approval of several modifications. With no additional square footage proposed, staff is supportive of the following modifications as existing conditions:
 - Floor Area (max. permitted on 19,000 square foot lot is 7,600 square feet. Existing square footage is 9,324 sf).
 - Floor Area on rear half of lot (max. permitted on a 19,000 square foot lot is 3,135 sf. Unknown if the existing structure exceeds this – will need to verify).
 - Minimum Side Yard (Need to verify height of the building on the south side to determine if a modification is needed. Standard requires any building taller than 18-feet to be setback beyond the normal 5-foot requirement)
3. On a 19,000 square foot lot in the NCM district, a large group care facility is permitted for up to 15 residents, excluding managers/employees. Exceeding 15 residents will require a modification of standard.

If a modification of standard is requested, we'll need to look at a host of factors, including neighborhood input, existing building set-up and configuration, impact of more residents versus children, day facility traffic, etc.

4. Group homes require a minimum separation distance from other facilities. In the NCM district, this is 1,000 feet. A group home operated by Summitstone near the corner of Oak and Whitcomb is within 1,000 feet, and a modification of standard will be required.

Staff is likely to support a modification as the two homes would serve different populations, are near the boundary of the requirement, and group homes have operated at these locations concurrently in the past without any known issues or complaints.

5. Parking for a group home is based on adult residents and the number of employees: two spaces for every 3 employees and one space for every 4 residents. Based on the project narrative, 6 spaces would meet requirements for the group home residents and staff; however, we also will need to look at any day facility traffic, which could require additional parking spaces.
6. Consider the following parking lot requirements as you explore the parking lot layout:
 - Minimum 5-foot setback along rear/side property lines
 - At 6 or more spaces, there will need to be some interior landscape screening, such as a landscaped island
 - Fencing/landscape screening will be needed for adjacent residential properties
7. How will the trash and recycling needs of residents be met? A new trash enclosure may be necessary and will require a concrete pad and walk-in access without the need to open the main gates.
8. A neighborhood meeting should be held for the proposal before submitting the project to inform and gather input from the neighborhood and community. Please contact me when you are ready to schedule the meeting.

- 9.** The proposed development project is subject to a Type 1 review and public hearing, the decision maker for Type 1 hearings is an Administrative Hearing Officer. The applicant for this development request is not required to hold a neighborhood meeting for a Type 1 hearing, but if you would like to have one to notify your neighbors of the proposal, please let me know and I can help you in setting a date, time and location for a meeting. Neighborhood Meetings are a great way to get public feedback and avoid potential hiccups that may occur later in the review process.
- 10.** Please see the Development Review Guide at 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.
- 11.** 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>.
- 12.** 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.
- 13.** Please see the Submittal Requirements and Checklist at:
<http://www.fcgov.com/developmentreview/applications.php>.
- 14.** 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.
- 15.** 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.

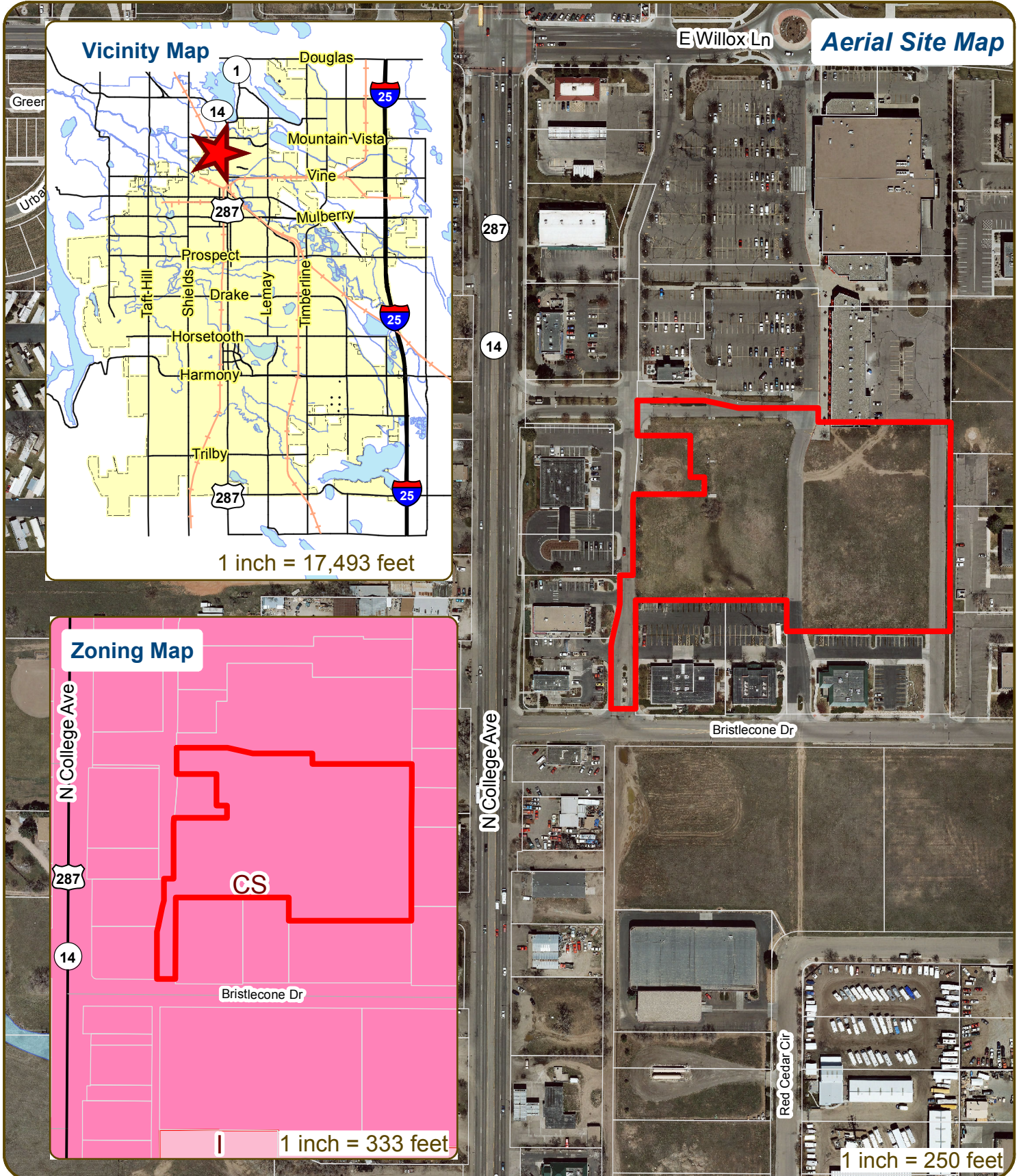
Energy Code Use

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.

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

126 Bristlecone Dr Self-Storage



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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) _____

Nathan Klein

Business Name (if applicable) Loveland Commercial

Your Mailing Address 1043 Eagle Drive, Loveland, CO 80538

Phone Number 970-667-7000 Email Address NKlein@lovelandcommercial.com

Site Address or Description (parcel # if no address) 126 Bristlecone Drive

Description of Proposal (attach additional sheets if necessary) _____

Self Storage facility on eastern section of empty lot

Proposed Use _____ Existing Use _____

Total Building Square Footage 44,760 S.F. Number of Stories 1 Lot Dimensions 400'x250'

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.

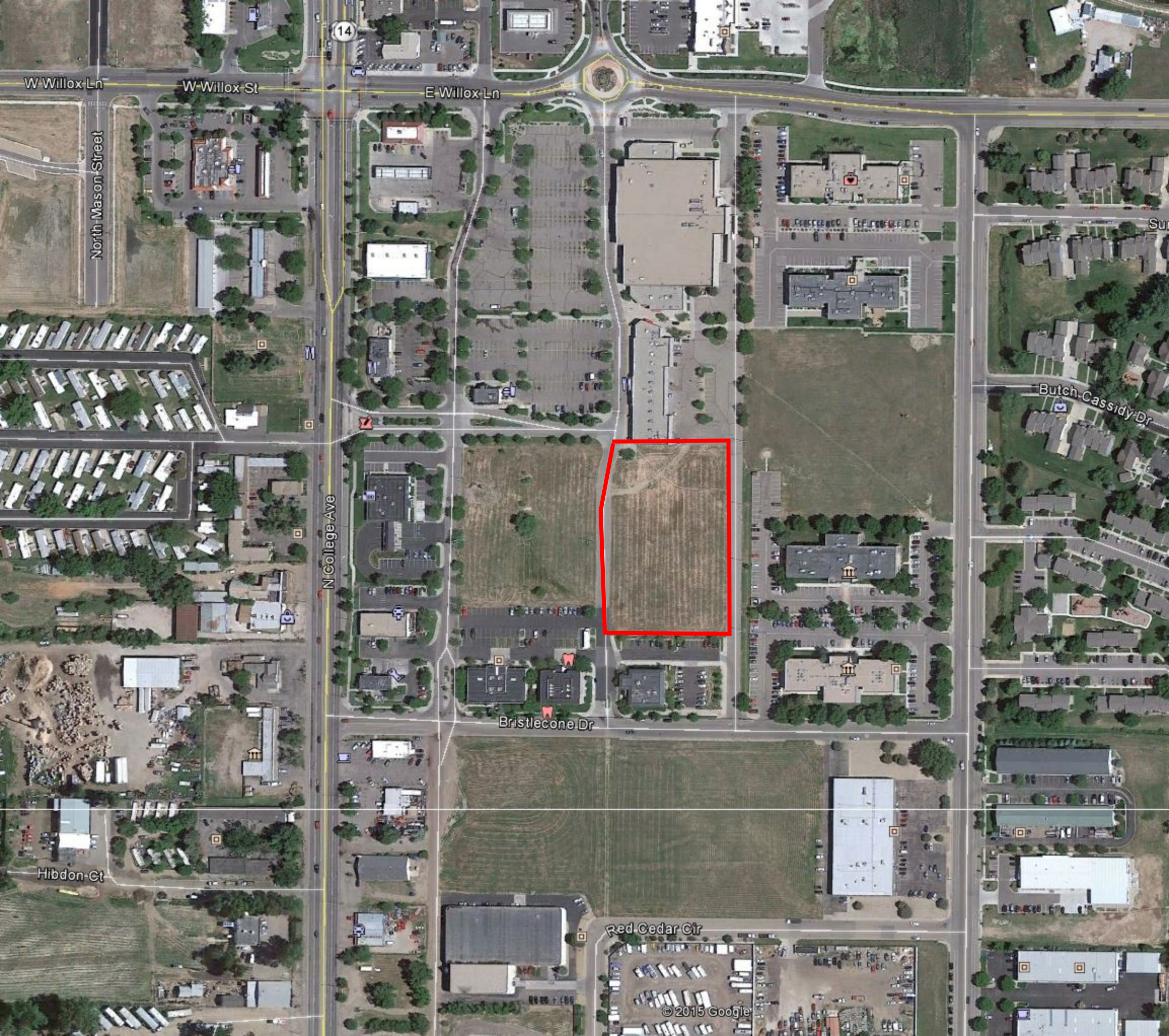
Is your property in a Flood Plain? [] Yes [x] No If yes, then at what risk is it? _____

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

Increase in Impervious Area Appx 80,000 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?



14

W Willox Ln

W Willox St

E Willox Ln

North Mason Street

N College Ave

Bristlecone Dr

Red Cedar Cir

Hibdon Ct

Butch Cassidy Dr

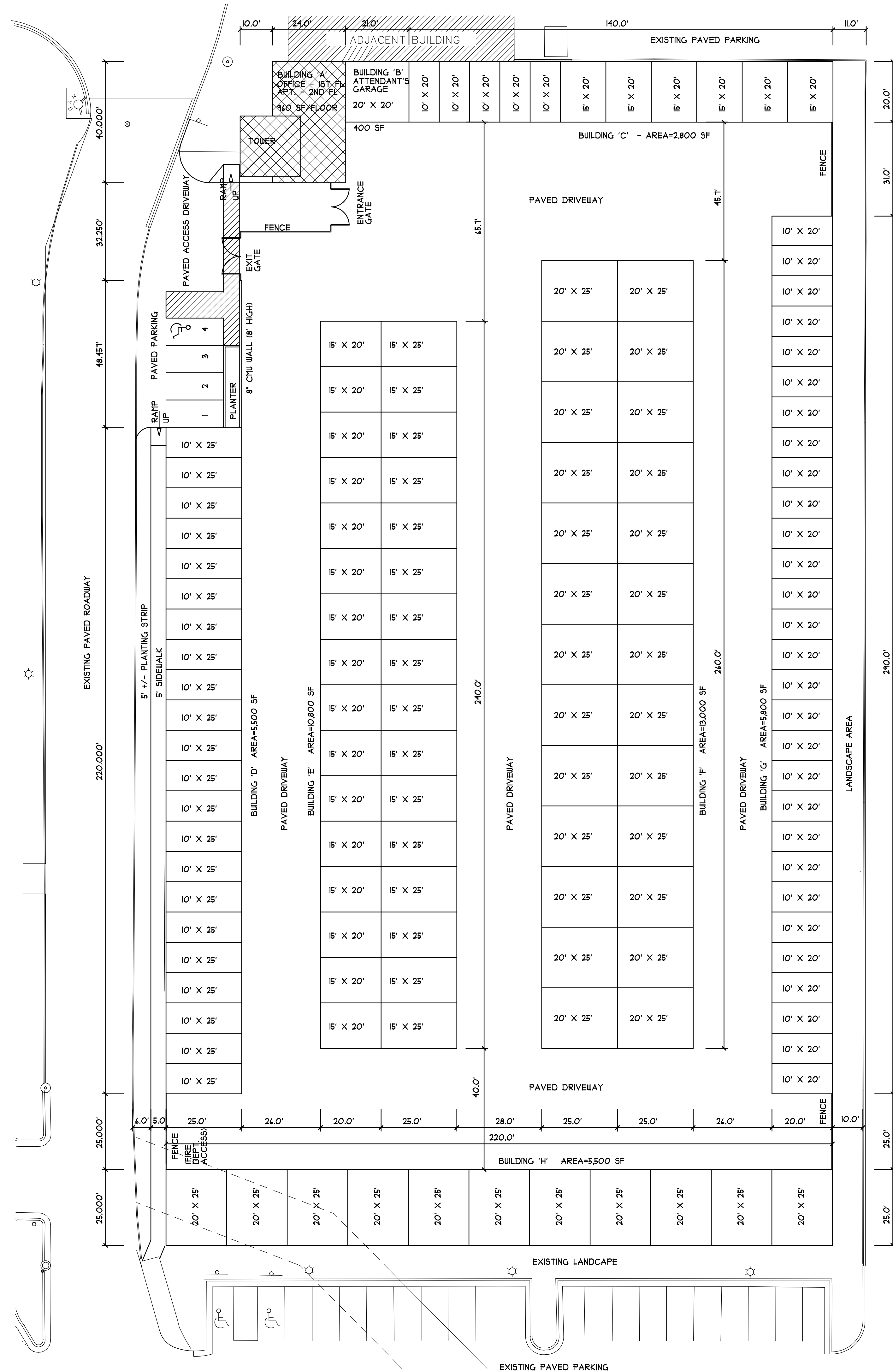
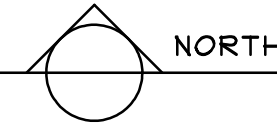
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BUILDING DATA

BUILDING	AREA (SF)	USE	NUMBER OF STORAGE UNITS
BUILDING 'A'	40	OFFICE	
1ST FLOOR	40	APARTMENT	
2ND FLOOR	40		
BUILDING 'B'	400	GARAGE	
BUILDING 'C'	2,800	CONDITIONED STORAGE	11
BUILDING 'D'	5,500	STORAGE	23
BUILDING 'E'	10,800	STORAGE	22
BUILDING 'F'	13,000	STORAGE	24
BUILDING 'G'	5,800	STORAGE	24
BUILDING 'H'	5,500	STORAGE	24
TOTAL AREA (GROUND FLOOR LEVEL)	44,140		131 UNITS

SITE PLAN

SCALE: 1"= 20'



EXISTING PAVED ROADWAY

BASIS OF BEARINGS: S0000°00"E
(Rec.: S0000°00"E 397.56')

397.25' (Meas.)

PROJECT NO.
15915
SHEET NO.
A.1
OF
2

DATE: 12/14/15
DRAWN BY:
CHECKED BY:
SHEET TITLE:
PRELIMINARY SITE PLAN

THE MORGANTI GROUP, INC.
ARCHITECTURE AND PLANNING
2903 ASPEN DRIVE, SUITE B
LOVELAND, COLORADO

PHONE: (970) 687-4000
FAX: (970) 687-4634

BRISTLECONE MINI-STORAGE
FT. COLLINS, COLORADO

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Marvin T. Morganti, AIA
NCARB Certified



January 11, 2016

Nathan Klein
1043 Eagle Dr
Loveland, CO 80538

Re: 126 Bristlecone Dr - Self-Storage

Description of project: This is a request to construct a self-storage facility at 126 Bristlecone Dr (parcel #9701273001). The proposed facility would be located on the eastern portion of the parcel. The facility would take access from the existing roadway that bisects the parcel. The proposal shows a two story structure with office space and residential apartment with four parking spaces to serve the facility. The site is located in the Service Commercial (CS) zone district. This proposal will be subject to Administrative (Type I) review.

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, Clay Frickey, at 970-224-6045 or cfrickey@fcgov.com.

Comment Summary:

Department: Zoning

Contact: Noah Beals, 970-416-2313, nbeals@fcgov.com

1. The ODP should be amended. It appears this site is labeled as Anchor and Support Shops. Since amendment can be done through a Minor Amendment.

Additionally, the ODP appears to have some architectural standards that will need to be addressed.

2. Sidewalk connections will need to be made to existing public side and the internal pedestrian network.
3. A Trash/recycling enclosure is required. This needs to be designed with a walk-in access separate from the main service gate.
4. The elevations of the project are important and need to be in context with the rest of the shopping center and provide visual interest.
5. It may be beneficial to replat the property.

Department: Water-Wastewater Engineering

Contact: Shane Boyle, 970-221-6339, sboyle@fcgov.com

1. Existing water mains and sewer mains in the vicinity include an 8-inch water main in the drive aisle to the east, a 6-inch water main in the drive aisle to the west, and an 8-inch sewer main in the drive aisle to the west. It does not appear water service was stubbed into this site with the construction of the water main in Precision Drive.
2. It is unclear if water or sewer services were stubbed into this site with the Country Club Corners development.
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

1. The original ODP for Country Club Corner always assumed development on this lot, and since self storage is a lower trip generator than many other potential retail / commercial uses, no further traffic review would be needed.
2. The access point is very close to the entrance road, with an awkward offset. It would be better if the access point was further south. We would encourage you to consider this, but since the roadways are private we cannot require it.

Department: Stormwater Engineering

Contact: Shane Boyle, 970-221-6339, sboyle@fcgov.com

1. The design of this site must conform to the drainage basin design of the Dry Creek Master Drainage Plan as well the Fort Collins Stormwater Criteria Manual.
2. 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.
3. This site is located within the NECCO project area of Dry Creek Basin. This site is located in multiple sub basins within the NECCO plan and each sub basin has different criteria and fees associated with it. Due to the complication of this site in relation to the NECCO project, a meeting is recommended once a complete analysis of where this site lies in relation to the various sub basins has been performed.
4. 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. This comment may or may not be applicable based on the outcome of the NECCO analysis in the comment above.
5. 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>

6. 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.
7. The 2016 city wide Stormwater development fee (PIF) is \$8,217/acre for new impervious area over 350 sq.-ft., and there is a \$1,045.00/acre 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.

Department: Fire Authority

Contact: Jim Lynxwiler, 970-416-2869, jlynxwiler@poudre-fire.org

1. FIRE LANES

Fire access is required to within 150' of all exterior portions of every building perimeter. An Emergency Access Easement will be required on the site in order to meet minimum standards. Code language and fire lane specifications are 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. SECURITY GATES

Security gates will require a Knox Box or Knox Key Switch to allow for emergency access to the facility. In addition, man gates may be required to allow additional perimeter access. Code language provided below.

> IFC 503.6: The installation of security gates across a fire apparatus access road shall be approved by the fire chief. Where security gates are installed, they shall have an approved means of emergency operation. The security gates and the emergency operation shall be maintained operational at all times.

> IFC D103.5: Gates securing fire apparatus access roads shall comply with all of the following criteria:

1. The minimum gate width for vehicle access shall be 20 feet.
2. Gates shall be of the swinging or sliding type.
3. Construction of gates shall be of materials that allow manual operation by one person.
4. Gate components shall be maintained in an operative condition at all times and replaced or repaired when defective.
5. Electric gates shall be equipped with a means of opening the gate by fire department personnel for emergency access. Emergency opening devices shall be approved by the fire code official.
6. Manual opening gates shall not be locked with an unapproved padlock, or chain and padlock, unless they are capable of being opened by means of forcible entry tools or when a key box containing the key(s) to the lock is installed at the gate location.
7. Gate design and locking device specifications shall be submitted for approval by the fire code official prior to installation.
8. Electric gate operators, where provided, shall be listed in accordance with UL 325.
9. Gates intended for automatic operation shall be designed, constructed and installed to comply with the requirements of ASTM F 2200.

3. WATER SUPPLY

A fire hydrant is required within 300' of every commercial building, as measured along an approved path of vehicle travel. The existing hydrant on the NE portion of this site will cover some of the northern portion but not the southern portion of the site and an additional hydrant would be needed. 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.

4. FIRE CONTAINMENT

Any building exceeding 5000 square feet shall be sprinklered or fire contained. If containment is used, the containment construction shall be shown on supporting plans so as to be reviewed and approved by the Poudre Fire Authority prior to installation.

5. HAZARDOUS MATERIALS STORAGE

The storage of hazardous materials is not permitted on this site.

Department: Environmental Planning

Contact: Rebecca Everette, 970-416-2625, reverette@fcgov.com

1. With respect to landscaping and design, the City of Fort Collins Land Use Code, in Article 3.2.1 (E)(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. Native landscaping is encouraged to the extent possible, as well.

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: fcgov.com/climatewise/
 2. Zero Waste Plan and the Waste Reduction and Recycling Assistance Program (WRAP): fcgov.com/recycling/pdf/_20120404_WRAP_ProgramOverview.pdf, contact Caroline Mitchell at 970-221-6288 or cmtichell@fcgov.com
 3. Green Building Program: fcgov.com/enviro/green-building.php, contact Tony Raeker at 970-416-4238 or traeker@fcgov.com
 4. Solar Energy: www.fcgov.com/solar, contact Norm Weaver at 970-416-2312 or nweaver@fcgov.com
 5. Integrated Design Assistance Program: fcgov.com/idap, contact Gary Schroeder at 970-224-6003 or gschroeder@fcgov.com
 6. Nature in the City Strategic Plan: fcgov.com/planning/natureinthecity/?key=advanceplanning/natureinthecity/, contact Justin Scharon at 970-221-6213 or jscharon@fcgov.com

Please consider the City's sustainability goals and ways for your development to engage with these efforts, and let me know if I can help connect you to these programs.

3. Are there any prairie dogs on the site? City Code and the Land Use Code require that any prairie dogs inhabiting a site must be humanely eradicated (see Section 3.4.1(N)(6) of the Land Use Code). Additionally, if there are prairie dogs on the site and should this project gain approval and proceed to construction, a burrowing owl survey, in accordance with the Division of Parks and Wildlife standards, shall be conducted prior to construction by a professional, qualified wildlife biologist.

Department: Engineering Development Review

Contact: Katie Sexton, 970-221-6501, ksexton@fcgov.com

1. Katie Sexton ksexton@fcgov.com or 221-6501 will be the Engineer assigned to this project. Please contact her 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. This project is responsible for dedicating any right-of-way and easements that are necessary or required by the City for this project. Bristlecone Drive is governed by the U.S. 287 access control plan adopted by the City, County, and State. The access control plan will need to be followed and implemented with any project. This project will also be responsible for vacating any easements as necessary.
5. 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.

Department: Electric Engineering

Contact: Rob Irish, 970-224-6167, rirish@fcgov.com

1. Light & Power has existing electric facilities running North & South along the East edge of the existing East paved roadway. There are no electric facilities currently located along the West side of the proposed site.
2. Any relocation or modification to existing electric facilities will incur system modification charges.
3. Transformer and meter locations will need to be coordinated with Light & Power Engineering. Transformer location needs to be within 10' of an asphalt surface accessible by a line truck. A minimum clearance of 8' must be maintained in front of the transformer doors and a minimum of 3' on the sides and back. Certain building materials and or building design may require more clearance. Please click on the following link for Electric Construction, Policies, Practices and Procedures.
<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guidelines-regulations>
4. Electric Capacity Fee and Building Site charges will apply to this development. Please click on the following link for Estimated Light & Power charges and the Light & Power Fee calculator.
<http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees>
5. Please provide a one line diagram and a Commercial Service Form (C-1) form to Light and Power Engineering. The C-1 form can be found at the link below:
<http://zeus.fcgov.com/utills-procedures/files/EngWiki/WikiPdfs/C/C-1Form.pdf>
6. Please reference our Electric Construction, Policies Practices & Procedures to ensure requirements and policies are met.
<http://www.fcgov.com/utilities/business/builders-and-developers>
7. If you have any questions, please contact Light & Power Dept and ask for Project Engineering. 970-221-6700

Planning Services

Contact: Clay Frickey, 970-224-6045, cfrickey@fcgov.com

1. Please provide four bicycle parking spaces for employees of the proposed storage facility.
2. How many bedrooms will the apartment contain? Your parking requirement for the residential component of the project will depend on the number of bedrooms in the apartment. Below is a breakdown of the parking requirements by the number of bedrooms per unit:

One bedroom or less – 1.5
Two bedroom – 1.75
Three bedroom – 2
Four bedroom or more – 3
3. Please show where the sidewalk will be located on the northern portion of the site and how it ties into the sidewalk network for the development to the north.
4. Will you provide a trash and recycling enclosure with this development or will you be sharing an enclosure with an adjacent property? Please clarify this when you submit your PDP.
5. The proposed buildings must comply with section 3.5.3 of the Land Use Code, which deals with architectural compatibility. The units should be designed to blend in with the

surrounding buildings and should have enough architectural features so as to not appear monotonous.

- 6.** The proposed development project is subject to a Type 1 review and public hearing, the decision maker for Type 1 hearings is an Administrative Hearing Officer. The applicant for this development request is not required to hold a neighborhood meeting for a Type 1 hearing, but if you would like to have one to notify your neighbors of the proposal, please let me know and I can help you in setting a date, time and location for a meeting. Neighborhood Meetings are a great way to get public feedback and avoid potential hiccups that may occur later in the review process.
- 7.** Please see the Development Review Guide at 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.
- 8.** 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>.
- 9.** 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.
- 10.** Please see the Submittal Requirements and Checklist at:
<http://www.fcgov.com/developmentreview/applications.php>.
- 11.** 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.
- 12.** 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

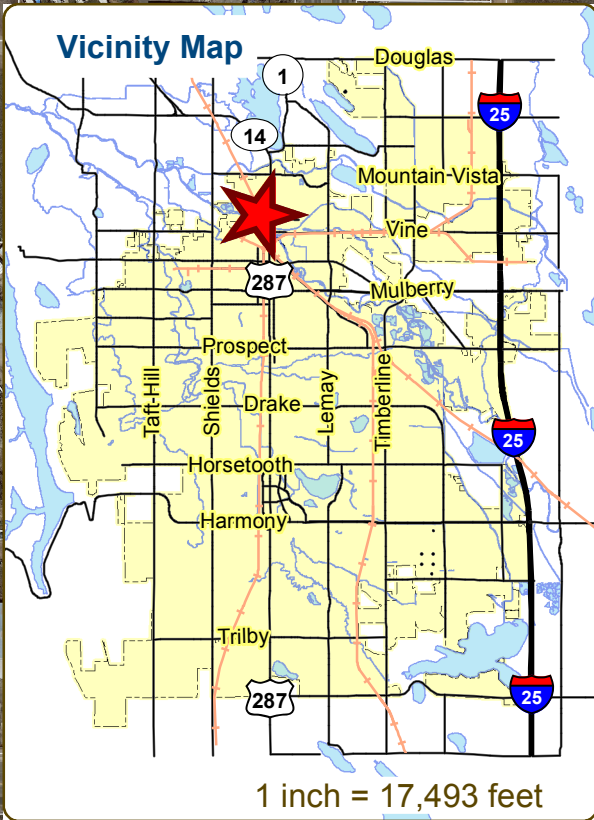
1. Single Family; Duplex; Townhomes: *2012 IRC* Chapter 11 or *2012 IECC* Chapter 4.
2. Multi-family and Condominiums 3 stories max: *2012 IECC* Chapter 4 Residential Provisions.
3. Commercial and Multi-family 4 stories and taller: *2012 IECC* Chapter 4 Commercial Provisions.

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.

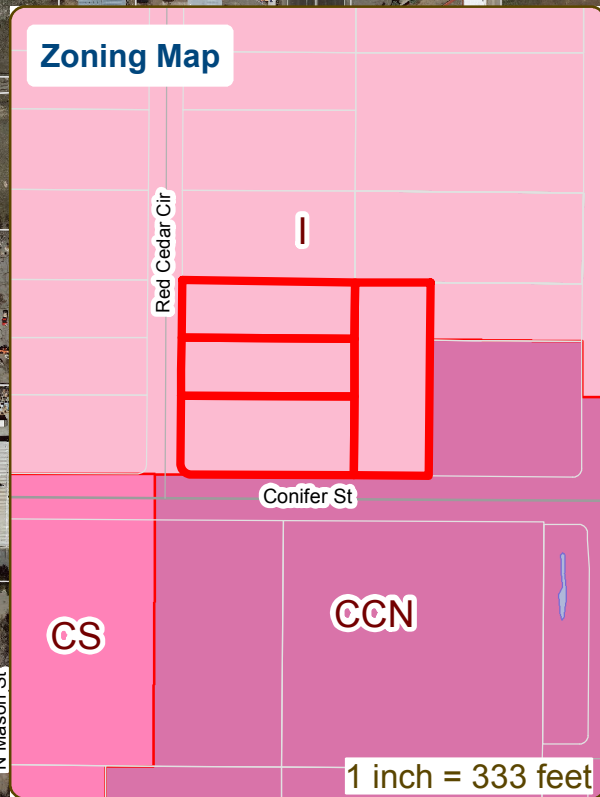
City of Fort Collins
Building Services
Plan Review
970-416-2341

1224 Red Cedar Cir Self-Storage

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) _____

Randolph S. Milan - Owner

Business Name (if applicable) Affordable Storage of Fort Collins

Your Mailing Address 1402 Catalpa Ct Ft. Collins, CO 80521

Phone Number 970-566-0708 Email Address debmilan@aol.com

Site Address or Description (parcel # if no address)

1224 Red Cedar Circle, Parcels 1, 7, 8, 9 Evergreen Subdivision

Description of Proposal (attach additional sheets if necessary)

Storage facility

Proposed Use Storage Existing Use Storage

Total Building Square Footage 67925 S.F. Number of Stories 2 Lot Dimensions 335' X 430'

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 260' X 360' 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?



January 11, 2016

Randy Milan
Affordable Storage of Fort Collins
1402 Catalpa Ct
Fort Collins, CO 80521

Re: 1224 Red Cedar Cir - Self-Storage

Description of project: This is a request to construct a self-storage facility at 1224 Red Cedar Cir (parcel #9701273001). Most of the storage units proposed will be one story with a portion of two story storage units in the interior of the site. The proposed site plan also shows a 600 sq. ft. office to serve the facility. The site is located in the Industrial (I) zone district. This proposal will be subject to Administrative (Type I) review.

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, Clay Frickey, at 970-224-6045 or cfrickey@fcgov.com.

Comment Summary:

Department: Zoning

Contact: Noah Beals, 970-416-2313, nbeals@fcgov.com

1. A plat will necessary to combined the lots.
2. The elevations of the project will need to provide articulation and visual interest.
3. Sidewalk connections will need to be made from the office to public sidewalks.
4. Bike parking spaces will need to be provided.

Department: Water-Wastewater Engineering

Contact: Shane Boyle, 970-221-6339, sboyle@fcgov.com

1. Existing water mains in the vicinity include a 8-inch water and sewer mains in Red Cedar Circle, Conifer Street, and Blue Spruce Drive.
2. It is unclear if water or sewer services were stubbed into this site as part of the Evergreen Park development.

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

1. How many unites/ square footage is proposed for the self storage? We'll need this information to get an estimate of the anticipated traffic associated with the proposal to determine whether any further traffic analysis or traffic impact study is needed.
2. Some adjacement street improvements (Conifer) will be needed. Those are already shown.

Department: Stormwater Engineering

Contact: Shane Boyle, 970-221-6339, sboyle@fcgov.com

1. The design of this site must conform to the drainage basin design of the Dry Creek Master Drainage Plan as well the Fort Collins Stormwater Criteria Manual.
2. 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.
3. This site is contained within sub basins 124 and 624 of the NECCO stormwater master plan area. For the area within sub basin 124, post development runoff will need to be detained to the 100-year existing conditions runoff, water quality is provided in the downstream regional pond, and a fee of \$31,846 per acre is due upon project approval. For the area within sub basin 624, post runoff development will need to be detained to the 2-year historic runoff rate, water quality will be provided in the downstream regional pond, and a fee of \$28,007 per acre is due upon project approval. An analysis will need to be completed to determine how the site is located within the appropriate sub basins.
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 2016 city wide Stormwater development fee (PIF) is \$8,217/acre for new impervious area over 350 sq.-ft., and there is a \$1,045.00/acre 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.

Department: Fire Authority

Contact: Jim Lynxwiler, 970-416-2869, jlynxwiler@poudre-fire.org

1. FIRE LANES

Fire access is required to within 150' of all exterior portions of every building perimeter. The current site plan does not appear to allow this requirement to be met. In addition, an Emergency Access Easement will be required to allow internal site access. Further discussion is needed. Code language and fire lane specifications are 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. SECURITY GATES

Security gates will require a Knox Box or Knox Key Switch to allow for emergency access to the facility. In addition, man gates may be required to allow additional perimeter access. Code language provided below.

> IFC 503.6: The installation of security gates across a fire apparatus access road shall be approved by the fire chief. Where security gates are installed, they shall have an approved means of emergency operation. The security gates and the emergency operation shall be

maintained operational at all times.

> IFC D103.5: Gates securing fire apparatus access roads shall comply with all of the following criteria:

1. The minimum gate width for vehicle access shall be 20 feet.
2. Gates shall be of the swinging or sliding type.
3. Construction of gates shall be of materials that allow manual operation by one person.
4. Gate components shall be maintained in an operative condition at all times and replaced or repaired when defective.
5. Electric gates shall be equipped with a means of opening the gate by fire department personnel for emergency access. Emergency opening devices shall be approved by the fire code official.
6. Manual opening gates shall not be locked with an unapproved padlock, or chain and padlock, unless they are capable of being opened by means of forcible entry tools or when a key box containing the key(s) to the lock is installed at the gate location.
7. Gate design and locking device specifications shall be submitted for approval by the fire code official prior to installation.
8. Electric gate operators, where provided, shall be listed in accordance with UL 325.
9. Gates intended for automatic operation shall be designed, constructed and installed to comply with the requirements of ASTM F 2200.

3. WATER SUPPLY

A fire hydrant is required within 300' of every commercial building, as measured along an approved path of vehicle travel. The existing hydrant on the SW portion of this site will cover some of the facility but not the entire site and an additional hydrant would be needed. 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.

4. FIRE CONTAINMENT

Any building exceeding 5000 square feet shall be sprinklered or fire contained. If containment is used, the containment construction shall be shown on supporting plans so as to be reviewed and approved by the Poudre Fire Authority prior to installation.

5. HAZARDOUS MATERIALS STORAGE

The storage of hazardous materials is not permitted on this site.

Department: Environmental Planning

Contact: Rebecca Everette, 970-416-2625, reverette@fcgov.com

1. With respect to landscaping and design, the City of Fort Collins Land Use Code, in Article 3.2.1 (E)(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. Native landscaping is encouraged to the extent possible, as well.
2. This site contains known prairie dog habitat that is part of a larger colony (greater than 50 acres), thus Section 3.4.1 of the Land Use Code applies to this project. Typically, an Ecological Characterization Study (ECS) is required by Section 3.4.1 (D)(1) as the site is within 500 feet of a known natural habitat. However, given that an ECS was completed for the Aspen Heights project on the other side of Conifer St, the ECS requirement is waived for this proposal.

While prairie dogs do not have a specific buffer standard to protect them from the development, no adverse impacts can occur to this size of population without requiring mitigation. As such, let's discuss further how resource protection, and if necessary, mitigation would need to occur (see the Aspen Heights mitigation plan and Raw Urth prairie

dog removal plan as reference) in order to proceed with the project.

3. If prairie dogs will be eradicated, then City Code and the Land Use Code require that any prairie dogs inhabiting a site must be humanely eradicated (see Section 3.4.1(N)(6) of the Land Use Code). Additionally, should this project gain approval and proceed to construction, a burrowing owl survey, in accordance with the Division of Parks and Wildlife standards, shall be conducted prior to construction by a professional, qualified wildlife biologist.
4. 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: fcgov.com/climatewise/
 2. Zero Waste Plan and the Waste Reduction and Recycling Assistance Program (WRAP): fcgov.com/recycling/pdf/_20120404_WRAP_ProgramOverview.pdf, contact Caroline Mitchell at 970-221-6288 or cmtichell@fcgov.com
 3. Green Building Program: fcgov.com/enviro/green-building.php, contact Tony Raeker at 970-416-4238 or traeker@fcgov.com
 4. Solar Energy: www.fcgov.com/solar, contact Norm Weaver at 970-416-2312 or nweaver@fcgov.com
 5. Integrated Design Assistance Program: fcgov.com/idap, contact Gary Schroeder at 970-224-6003 or gschroeder@fcgov.com
 6. Nature in the City Strategic Plan: fcgov.com/planning/natureinthecity/?key=advanceplanning/natureinthecity/, contact Justin Scharton at 970-221-6213 or jscharton@fcgov.com

Please consider the City's sustainability goals and ways for your development to engage with these efforts, and let me know if I can help connect you to these programs.

Department: Engineering Development Review

Contact: Marc Virata, 970-221-6567, mvirata@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.
4. 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. An access ramp will need to be provided at the northeast corner of Red Cedar Circle and Conifer Street.
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. Right-of-way dedication on Red Cedar Circle and Conifer Street shall be the width necessary to install within right-of-way, 5 foot wide sidewalks detached 8 feet from the curb and gutter in accordance with the collector classification for both streets. In addition, dedication shall also include the standard 9 foot utility easement to be provided behind the right-of-way for the same collector street

classification.

7. Driveway access will need to provide sufficient separation from existing driveways in accordance with separation requirements specified in LCUASS, or align directly existing driveway access.
8. Gated access design off of the driveway needs to ensure that gates do not swing out into right-of-way, and vehicles stopped for access do not block the street and/or sidewalk.
9. Fencing and/or walls around the perimeter will need to be separated a minimum of 2 feet from the back of any public street sidewalk.
10. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
11. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
12. If applicable, LCUASS parking setbacks (Figure 19-6) apply and will need to be followed depending on parking design.
13. 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.
14. Red Cedar Circle is intended to be repaved this year. Street cuts to Red Cedar Circle after the repaving is subject to a triple impact fee for the street cut. The applicant may want to contact Tom Knostman at 221-6576 for the latest project schedule for Red Cedar Circle. There may be an opportunity to install utility connections ahead of the roadwork, but would need verification from water utilities, and an excavation permit.

Department: Electric Engineering

Contact: Rob Irish, 970-224-6167, rirish@fcgov.com

1. Light & Power has existing electric facilities located along the W. side of Red Cedar Circle and along Conifer Street. Any relocation or modification to existing electric facilities will incur system modification charges.
2. Transformer and meter locations will need to be coordinated with Light & Power Engineering. Transformer location needs to be within 10' of an asphalt surface accessible by a line truck. A minimum clearance of 8' must be maintained in front of the transformer doors and a minimum of 3' on the sides and back. Certain building materials and or building design may require more clearance. Please click on the following link for Electric Construction, Policies, Practices and Procedures.
<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guidelines-regulations>
3. A C-1 Form and a One-line diagram will need to be submitted to Light & Power Engineering for review. Please click on the following link for the C-1 Form.
<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guidelines-regulations>
4. Electric Capacity Fee and Building Site charges will apply to this development. Please click on the following link for Estimated Light & Power charges and the Light & Power Fee calculator.
<http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees>

5. If owner has multiple lots and power lines have to cross lots in order to reach services, then dedicating utility easements are going to have to be granted.
6. Please reference our Electric Construction, Policies Practices & Procedures to ensure requirements and policies are met.
<http://www.fcgov.com/utilities/business/builders-and-developers>
7. Ensure street light clearance requirements are met. Street lights must be 40 feet away from shaded trees and 15 feet from ornamental
8. Please contact Light & Power Department and ask for Project Engineering if you have any questions, 970-221-6700

Planning Services

Contact: Clay Frickey, 970-224-6045, cfrickey@fcgov.com

1. Will you be replatting as part of this project? A replat might be beneficial to clean up all of the lot lines that would cut through the middle of this development.
2. The proposed buildings must comply with section 3.5.3 of the Land Use Code, which deals with architectural compatibility. The units should be designed to blend in with the surrounding buildings and should have enough architectural features so as to not appear monotonous.
3. You will need to provide a trash and recycling enclosure. The enclosure must be screened using similar materials to the rest of the development and needs to have a pedestrian access door that is separate from the main access gate.
4. You will be required to have a 30 foot landscape yard on the southern and eastern property lines since this parcel abuts a non-industrial zone district on these two sides. This landscape yard should provide a significant amount of screening from abutting uses to minimize the visual impact of the use.
5. The site plan shows no off-street parking. You will need to provide .5 parking spaces per employee minimum in addition to parking for the residential use. The parking required for the residential component of the project will depend on the number of bedrooms in the unit. Below is a breakdown of the parking requirements by the number of bedrooms per unit:
 - One bedroom or less – 1.5
 - Two bedroom – 1.75
 - Three bedroom – 2
 - Four bedroom or more – 3
6. Please provide four bicycle parking spaces for employees of the proposed storage facility.
7. The north arrow is pointing the wrong direction on the site plan. Please correct this when you formally submit your PDP.
8. The proposed development project is subject to a Type 1 review and public hearing, the decision maker for Type 1 hearings is an Administrative Hearing Officer. The applicant for this development request is not required to hold a neighborhood meeting for a Type 1 hearing, but if you would like to have one to notify your neighbors of the proposal, please let me know and I can help you in setting a date, time and location for a meeting. Neighborhood Meetings are a great way to get public feedback and avoid potential hiccups that may occur later in the review process.
9. Please see the Development Review Guide at 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.

- 10.** 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>.
- 11.** 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.
- 12.** Please see the Submittal Requirements and Checklist at: <http://www.fcgov.com/developmentreview/applications.php>.
- 13.** 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.
- 14.** 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.

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