

Conceptual Review Agenda

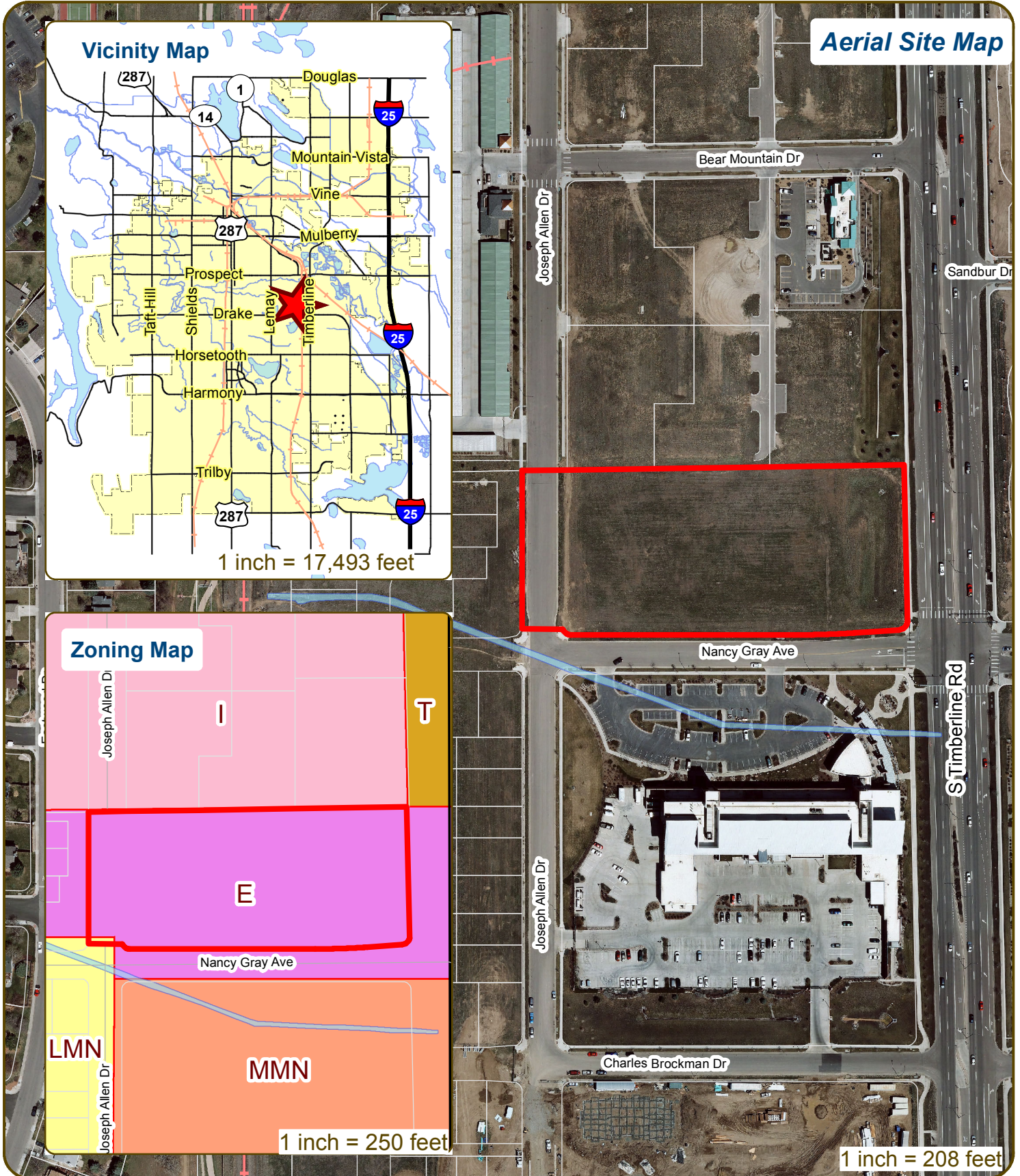
Schedule for 12/07/15 to 12/07/15

281 Conference Room A

Monday, December 7, 2015

Time	Project Name	Applicant Info	Project Description	Planner
9:30	Spring Creek Farms North - Place of Worship and School CDR150084	Dennis Breese (970) 222-3450 drbreese@hughes.net	This is a request to construct a place of worship and school at Spring Creek Farms North (parcel #8719423004). The school would be built in phase one and would be approximately 20,000 sq. ft. The church would be built during phase two and would add 10-12,000 sq. ft. to the building. The project will be served by 100-110 parking spaces. The site is located in the Employment (E) zone district. This proposal will be subject to Planning and Zoning Board (Type II) review.	Ryan Mounce
10:15	412 N Whitcomb St - Replat CDR150085	Jordana Barrack (760) 310-7164 jordana.barrack@gmail.com	This is a request to replat the properties at 412 N Whitcomb St, 518 Cherry St., and 520 Cherry St. (parcel #'s 9711189001, 9711119917, and 9711119908). The replat would make the lot at 412 N Whitcomb St 10,000 sq. ft. and would provide Cherry St frontage to 520 Cherry St. The proposal also shows a new garage for 520 Cherry St. The sites are located in the Neighborhood Conservation – Medium Density (NCM) zone district. This proposal will be subject to Administrative (Type I) review.	Clay Frickey
11:00	425 S College Ave - Grocery Store CDR150086	Bill Wells (970) 962-9990 bill@mcwhinney.com	This is a request for a change of use to a grocery store at 425 S College Ave (parcel #9711425001). The building is currently being used as a retail store. There will be no modifications to the building as part of this proposal. The site is located in the Downtown (D) zone district. This proposal will be subject to a Minor Amendment.	Ted Shepard

Spring Creek Farms North Place of Worship and School



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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) _____

Dennis Breese Project Committee Member

Business Name (if applicable) Beebe Christian School and Fort Collins SDA Church

Your Mailing Address 821 W. CO RD 82E Livermore, CO 80536

Phone Number 970-222-3450 Email Address drbreese@hughes.net

Site Address or Description (parcel # if no address) Parcel # 87194-23-004

Description of Proposal (attach additional sheets if necessary) Sheet has been attached

Proposed Use Small private Elem. School and Church Existing Use bare land - flat, no trees

Total Building Square Footage 30,000-32,000 S.F. Number of Stories 1 Lot Dimensions 348' x 557.47'

Age of any Existing Structures N/A

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

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

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

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

Increase in Impervious Area Approximately 1.10-1.15 acres of paved parking 48,000-50,000 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?

See attached sheet

Proposed Project for Beebe Christian School and the Fort Collins SDA Church

The following information is submitted for the Beebe Christian School and Fort Collins SDA Church Building Project. The proposed project calls for a private elementary school (Pre-K through Grade 8) and a church to be built on 3.28 acres located on the northwest corner of Timberline Rd. and Nancy Gray Ave. The property is flat, bare land with no trees or existing structures. Water detention is already in place and is located on the east end of the property along Timberline Rd. Utilities all seem to be in place along Nancy Gray Ave. The surrounding area is a mix of retail businesses, the Police Services Building, and residential neighborhoods.

This project will be built in two phases. Since our current school on Lake St. is being sold, it is necessary that the new school be built during phase one of the project followed by the church in phase two as funds become available. Total square footage for both school and church will be approximately 30,000 – 32,000 square feet. Parking will be located on the west end of the property and accommodate approximately 100 -110 cars covering an area of approximately 1.10 - 1.15 acres. Access to the parking lot will be from the west end of Nancy Gray Ave. and from Joseph Allen Dr. on the west.

The school will be approximately 20,000 square feet and consist of four classrooms, a multipurpose room, a gymnasium, along with a kitchen and an atrium which will be used to serve and eat lunches. This location is ideal for our school as it is surrounded by residential neighborhoods. We would like to offer an alternative education to students who would benefit by smaller teacher/student ratios and one on one teaching to students that need extra help. In the future, we would also like to offer summer programs/activities to students/families such as tutoring, arts and crafts, sports activities, cooking classes, etc. depending on the needs of the community.

The school will initially begin with approximately 20 – 30 students but could grow to a maximum of 80 – 90 within a few years. Initially, there will be two teachers and a support staff of about three. Classes will begin at 8:00 a.m. and end at 4:00 p.m. each day with an occasional program/activity scheduled during weekday evenings and on weekends. The school will not provide bus service, so parents will need to drop off and pick up students each day. Traffic flow will be approximately 20 – 30 cars in the morning and in the afternoon.

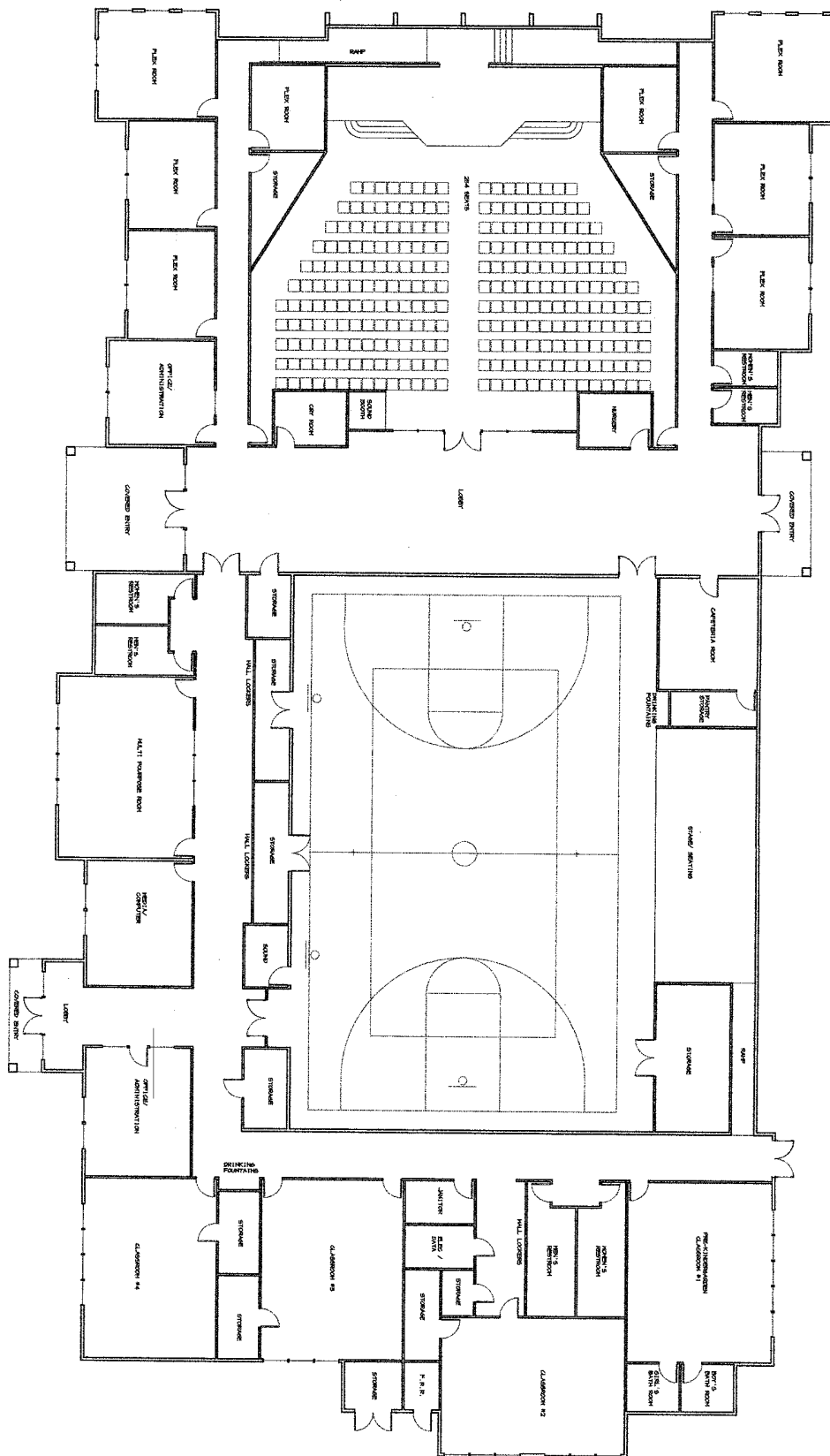
The church will be approximately 12,000 square feet and consist of a main sanctuary and six classrooms and will adjoin the atrium, the latter to become the main lobby of the church. Seating capacity will be approximately 250 to 300 with services to be held once a week along with a mid-week evening service. Both school and church will share the same parking facility.

In order to conserve water and energy, we will be xeriscaping the property with trees and shrubs and will use native grasses for the playground. Landscaping will exist along the front and sides of the facility as well as in and around the parking lot. We would also like to plant trees along Timberline Rd. to act as a buffer for noise as well as add beauty to the complex.

Please see the attachments which include a preliminary drawing, a footprint of the structure on the property, and a schematic elevation of the building.

Dennis Breese

Project Committee Member



PRELIMINARY PRINT

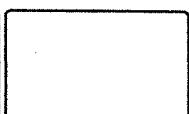
SHEET A2 OF 2

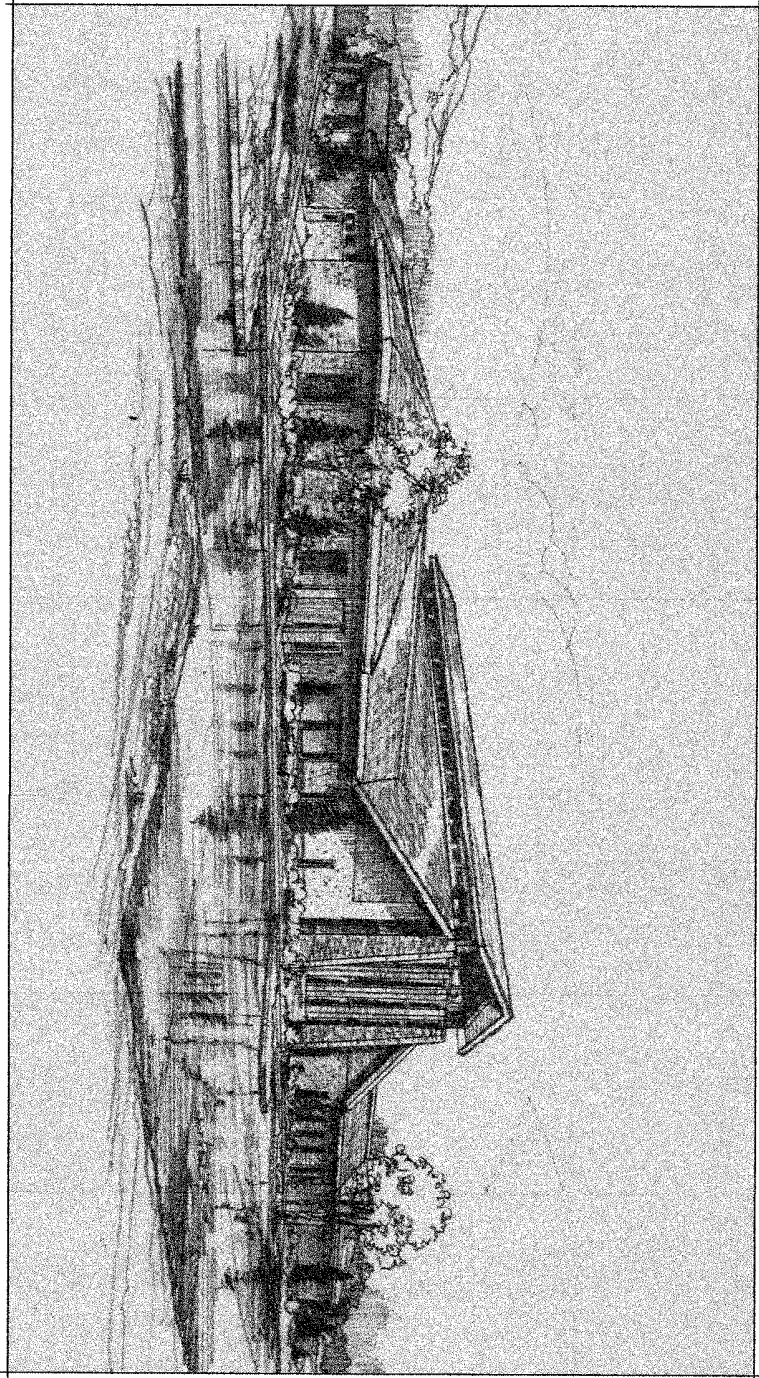
PROJECT NO.	711-014
DRAWN BY:	MARK
CHECKED BY:	MARK
DATE:	11/17/11
REVISIONS	

Seventh - Day
Adventist

Fort Collins, Colorado

Markley
DESIGNS
ARCHITECTURE - PLANNING - CONSULTING
970.673.8248
MARKLEYDESIGNS.COM





SCHEMATIC
ELEVATION
ARTIST RENDERING BY JONAS LEVINSKY © 2014

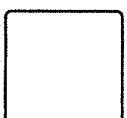
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SHEET A1 OF 2

NO.	DESCRIPTION	DATE

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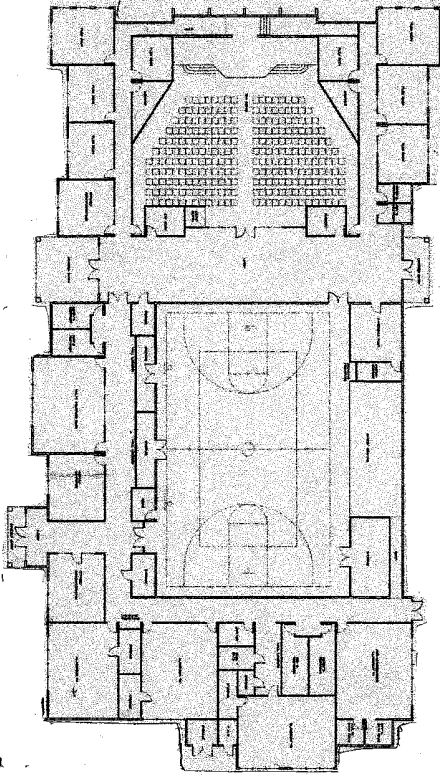


JOSEPH ALLEN DRIVE

PARKING

NANCY GRAY AVE.

LANDSCAPING
DRIVE THRU DROP OFF
PARKING



567.47'

PLAYGROUND

WATER DETENTION

248'

TIMBERLINE RD



January 05, 2016

Dennis Breese
821 W CO Rd 82E
Livermore, CO 80536

Re: Spring Creek Farms North - Place of Worship and School

Description of project: This is a request to construct a place of worship and school at Spring Creek Farms North (parcel #8719423004). The school would be built in phase one and would be approximately 20,000 sq. ft. The church would be built during phase two and would add 10-12,000 sq. ft. to the building. The project will be served by 100-110 parking spaces. The site is located in the Employment (E) zone district. This proposal will be subject to Planning and Zoning Board (Type II) 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: Zoning

Contact: Gary Lopez, 970-416-2338, glopez@fcgov.com

1. Please refer to LUC 3.2.2(C)(4) which refers to the min. number of bicycle fixed storage on bicycle racks.
2. Please refer to LUC 3.5.1(I) which refers to roof and ground mechanical equipment for adequate screening requirements, venting protruding from exterior walls and roofs, and conduit/meters.
3. Please refer to LUC 3.2.5 which refers to outdoor collection of trash requiring enclosures.

Department: Water-Wastewater Engineering

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

1. Existing water and sewer mains in the vicinity include 8-inch water mains in Nancy Gray and the drive aisle to the west, a 24-inch water main in Timberline, and an 8-inch sanitary sewer in the drive aisle to the west. It does not appear water or sewer services were extended onto this site as part of the overall development.
2. The water conservation standards for landscape and irrigation will apply. Information on these requirements can be found at: <http://www.fcgov.com/standards>

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

Department: Traffic Operations

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

1. We'll need to see some information related to traffic generation. How many students are expected in the school and how much traffic will be generated? How does this compare with the original approved uses for the property? If the traffic generation is higher, we may need to see a traffic impact study.
2. We'll need to work with you on access locations - especially on Nancy Gray. Access cannot be too close to Timberline, and should align with Police Services building access.
3. There's some adjacent street frontage improvements that will need to be completed - such as sidewalks.
4. Will there be a connection to the north? Something to think about with the driveway connection built almost to the property line.

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 Foothills Basin Master Drainage Plan as well the Fort Collins Stormwater Criteria Manual.
2. The proposed site plan must meet the engineering assumptions from the approved plan for Spring Creek Farms North. Detention and water quality are shown in a detention pond along the eastern boundary of the site. As part of this development, the developer will need to verify the required volume is present in the existing pond and that the outlet structure is appropriate for the proposed site.
3. Low Impact Development (LID) improvements are required on all new or redeveloping property which includes sites required to be brought into compliance with the Land Use Code. These require a higher degree of water quality treatment for 50% of the new impervious area and 25% of new paved areas must be pervious. Standard operating procedures (SOPs) for all onsite drainage facilities will be included as part of the Development Agreement. More information and links can be found at:
<http://www.fcgov.com/utilities/what-we-do/stormwater/stormwater-quality/low-impact-development>
4. Per Colorado Revised Statute §37-92-602 (8) effective August 5, 2015, criteria regarding detention drain time will apply to this project. As part of the drainage design, the engineer will be required to show compliance with this statute using a standard spreadsheet (available on request) that will need to be included in the drainage report. Upon completion of the project, the engineer will also be required to upload the approved spreadsheet onto the Statewide Compliance Portal. This will apply to any volume based stormwater storage, including extended detention basins and bio-retention cells.
5. The city wide Stormwater development fee (PIF) is \$7,817/acre (\$0.1795 sq.-ft.) for new impervious area over 350 sq.-ft., and there is a \$1,045.00/acre (\$0.024/sq.-ft.) review fee. No fee is charged for existing impervious area. These fees are to be paid at the time each building permit is issued. Information on fees can be found at:
<http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees> or contact Jean Pakech at 221-6375 for questions on fees. There is also an erosion control escrow required before the Development Construction permit is issued. The amount of the escrow is determined by the design engineer, and is based on the site disturbance area, cost of the measures, or a minimum amount in accordance with the Fort Collins

Department: Fire Authority

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

1. FIRE LANES

General fire access is required to within 150' of all exterior portions of the building perimeter. Fire access cannot be measured from an arterial road. If this requirement cannot be achieved from the local public streets, an Emergency Access Easement on the property will be required. Keep in mind that additional fire access requirements kick in with buildings over 30' in height as defined by Appendix D of the IFC. Further information will be required to provide a thorough review of the site. Code language 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.

2. WATER SUPPLY

A fire hydrant is required within 300' of the building. The existing utility infrastructure available in the area appears to support the code. Applicant to verify hydrant location, volume, and pressure. Code language provided below.

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

3. FIRE CONTAINMENT VS FIRE SPRINKLER SYSTEM

Buildings exceeding 5000 square feet 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 sprinkler requirements may be driven by occupancy classification, occupant load, or other use. Pertinent code language provided below.

Group A-3 Occupancy

> IFC 903.2.1.3: An automatic sprinkler system shall be provided for Group A-3 occupancies where one of the following conditions exists:

1. The fire area exceeds 12,000 SF;
2. The fire area has an occupant load of 300 or more; or
3. The fire area is located on a floor other than the level of exit discharge.

4. FIRE ALARM SYSTEMS - Group E Occupancy

> IFC 907.2.3: A manual fire alarm system shall be installed in Group E Occupancies when the occupant load is 50 or more.

5. PUBLIC-SAFETY RADIO AMPLIFICATION SYSTEM TEST

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

Department: Environmental Planning

Contact: Kelly Kimple, 970-416-2401, kkimple@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. Integrated Design Assistance Program: fcgov.com/idap, contact Gary Schroeder at 970-224-6003 or gshroeder@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: Katie Sexton, 970-221-6501, ksexton@fcgov.com

1. Katie Sexton ksexton@fcgov.com 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. Any damaged curb, gutter and sidewalk existing prior to construction, as well as streets, sidewalks, curbs and gutters, destroyed, damaged or removed due to construction of this project, shall be replaced or restored to City of Fort Collins standards at the Developer's expense prior to the acceptance of completed improvements and/or prior to the issuance of the first Certificate of Occupancy. All public sidewalk, driveways and ramps existing or proposed adjacent or within the site need to meet ADA standards, if they currently do not, they will need to be reconstructed so that they do meet current ADA standards as a part of this project. 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. This project is responsible for dedicating any right-of-way and easements that are necessary or required by the City for this project. ROW dedication will be necessary along Joseph Allen. Standard utility easements will also need to be dedicated behind the right-of-way (15 foot along an arterial and 9 foot along all other street classifications). Several easements currently exist on the property (along Nancy Gray and Timberline) and may need to be

vacated depending on site plans. The process for vacating an easement can be found here: <http://www.fcgov.com/engineering/pdf/Vacationofeaseinfo2010.pdf>

7. As part of this development, the property is obligated to improve its frontage along Joseph Allen Drive in compliance with the LCUASS; this includes connecting to existing sidewalk.
8. Access locations will need to be reviewed based on traffic impacts. Any accesses to the property should line up with the existing accesses across Nancy Gray/Joseph Allen if possible or provide adequate spacing per the LCUASS.
9. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
10. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
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: Luke Unruh, 9704162724, lunruh@fcgov.com

1. Light & Power has three phase electric facilities readily available to feed the site.
2. Please contact Light & Power Engineering if you have any questions at 221-6700. Please reference our policies, development charge processes, and use our fee estimator at <http://www.fcgov.com/utilities/business/builders-and-developers>.
3. Electric Capacity Fee, Building Site charges, and any necessary system modification charges will apply.

Planning Services

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

1. Churches and schools are subject to Planning & Zoning Board (Type 2) review at a public hearing. Type 2 projects require a neighborhood meeting prior to submitting a development

application.

Please contact me when you are ready to proceed with a neighborhood meeting.

2. In the employment zone district, uses are categorized as primary or secondary uses, with secondary uses permitted to occupy only 25% of the development site.

As schools are a primary use, and the accessory church would be incorporated at a later date and share school facilities, based on present information, it appears the primary/secondary use standards for the zone district are being met.

3. Parking requirements for schools and churches are based off either auditorium size, number of employees, or floor area, whichever metric requires the greatest number of spaces. Most likely a metric of 1 space per 4 seats in the auditorium would be applied to this project.

Based on a 300-seat auditorium, this would require a minimum of 75 parking spaces. The conceptual plans call for approximately 100 spaces, meeting parking requirements for these institutional types of uses.

4. Based on a 32,000-square foot building, 11 bicycle parking spaces will also be required as part of the project.
5. In addition to the parking lot, the project should focus on operational aspects for pick-up and drop-off of students or church services to ensure safety, visibility, and that vehicles are not stacking up off-site.
6. Land Use Code standards will require the building to be situated no more than 15-feet from Nancy Gray Ave with no vehicle use areas between the building and the street. The project should explore relocating the drop-off area to the west so the building itself can move closer to the corner of Timberline/Nancy Gray.
7. The project will need to install street trees along the Nancy Gray, Joseph Allen and Timberline frontages.
8. As part of the development review process, the project will also be reviewed for building design/compatibility, site lighting, and landscaping. As you consider these elements of the project, please refer to the following Land Use Code sections:

LUC 3.2.1 (Landscaping)

LUC 3.2.2 (Access / Parking)

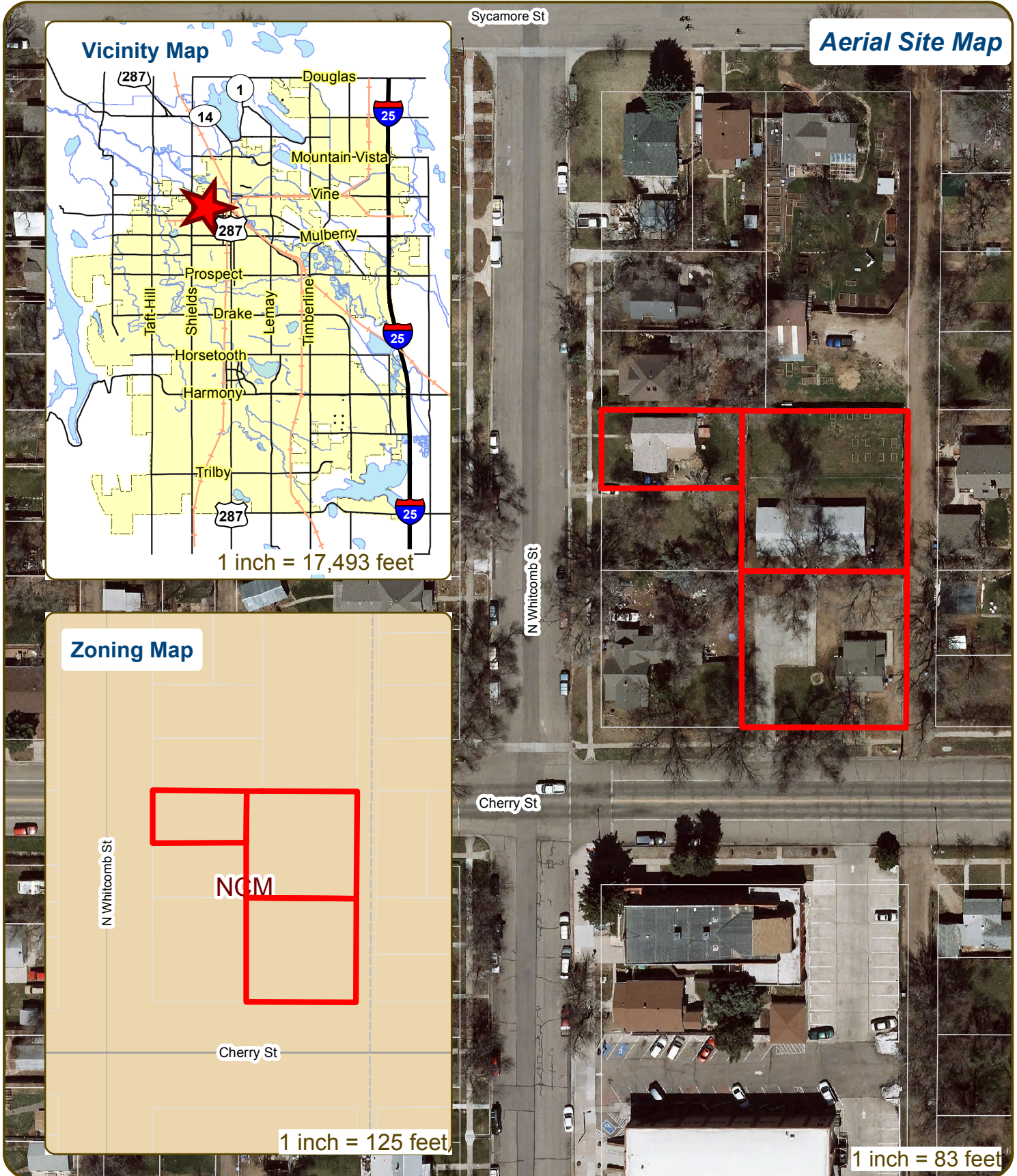
LUC 3.2.4 (Lighting)

LUC 3.5.1 & 3.5.3 (Building Design / Project Compatibility)

9. The proposed development project is subject to a Type 2 (Planning and Zoning Board) review and public hearing. The applicant for this development request is required to hold a neighborhood information meeting prior to formal submittal of the proposal. Neighborhood meetings offer an informal way to get feedback from your surrounding neighbors and discover any potential hiccups prior to the formal hearing. Please contact me, at 221-6750, to assist you in setting a date, time, and location. I and possibly other City staff, would be present to facilitate the meeting.
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.

412 N Whitcomb Replat



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





CONCEPTUAL REVIEW: APPLICATION

General Information

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

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

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

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

Contact Name(s) and Role(s) (Please identify whether Consultant or Owner, etc) Jordana Barrack

Business Name (if applicable)

Your Mailing Address 1427 W Mountain Ave.

Phone Number 760-310-7164 Email Address jordana.barrack@gmail.com

Site Address or Description (parcel # if no address) 412 N Whitcomb St., 518 + 520 Cherry St.

Description of Proposal (attach additional sheets if necessary) Replat the three lots to create 10,000 sq. ft. lot at 412 N Whitcomb St. and grant 520 Cherry St. frontage on Cherry

Proposed Use Single family homes Existing Use Single family homes/Duplex

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

Age of any Existing Structures

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

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

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

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

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

Suggested items for the Sketch Plan:

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

November 20th, 2015

Fort Collins Zoning Department
281 North College
Fort Collins, CO 80524

To the Members of the Fort Collins Zoning Board,

We would like to move the lot lines for properties 412 N Whitcomb, 518 Cherry St, and 520 Cherry St. We own the 412 N Whitcomb property, and are under contract to purchase the 518 & 520 Cherry St properties from the Housing Authority, set to close on January 22nd. All properties are located within the NCM zone in Fort Collins. Our main objective is:

1. To create a 10,000 square foot lot for 412 N Whitcomb.
2. To subdivide 520 and 518 Cherry St. so both lots have the required amount of square footage for a single family home.
3. To identify if a garage structure could be placed on a zero lot line between 518 & 520 Cherry St.
4. To ask for a variance on the rear setback of 520 Cherry St, in order to move the lot line for 412 N Whitcomb.

Currently 412 N Whitcomb is 4497 square feet. 520 Cherry St sits behind the 412 N Whitcomb lot. We had a survey of the three properties completed by Stewart and Associates on November 12th, 2015. See [Attachment 1](#) for the plat drawing of the current lot lines.

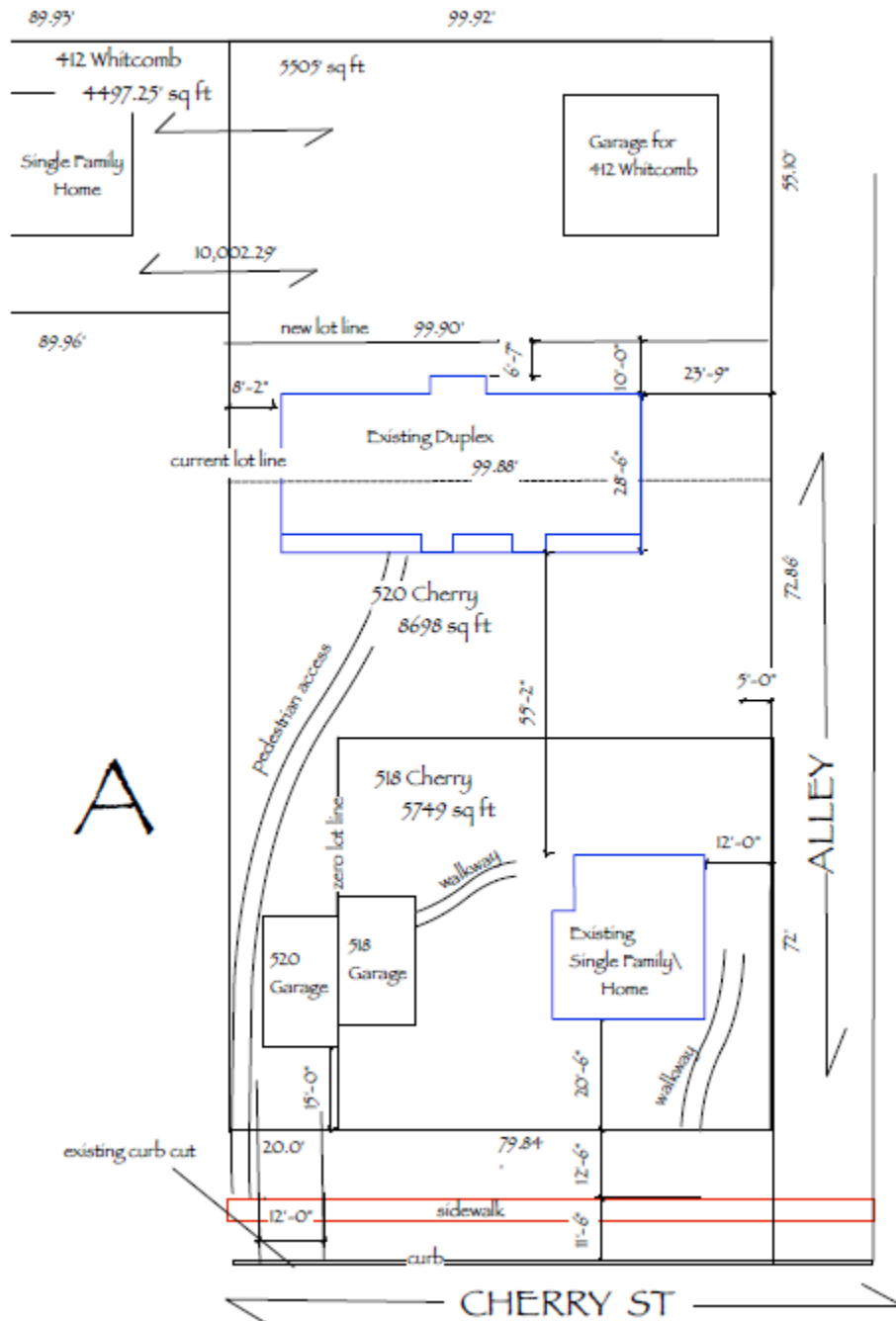
According to this survey, together 518 and 520 Cherry St provide 19,968 square feet. We would like to take 5503 square feet from the back of 520 Cherry St and add it to the 412 N. Whitcomb property. This would leave us with 14,465 square feet to divide between 520 and 518 Cherry St.

520 Cherry St currently has a duplex house on the lot. 518 Cherry St has a single family home on the lot. In a conversation with Clay Frickey at the Fort Collins Planning Office, we were informed that the duplex on 520 Cherry is already out of compliance with City code. We plan to convert the duplex into a single family home and bring the property into compliance. We also understand that a single family home has a minimum lot requirement of 5000 square feet. 520 Cherry St will also need to be given frontage access at Cherry St. The lot currently does not have a property line on Cherry St.

[Attachment 2](#) and [Attachment 3](#) provide two options for subdividing the three properties. In both options 20 feet of Cherry St frontage is given to 520 Cherry St. We would like to add a shared garage structure on the 518 & 520 property, with a zero lot line passing through it. The garage will enhance the living experience for the residents of the Cherry St properties, and allow the lots to also maximize their outdoor space between the two lots.

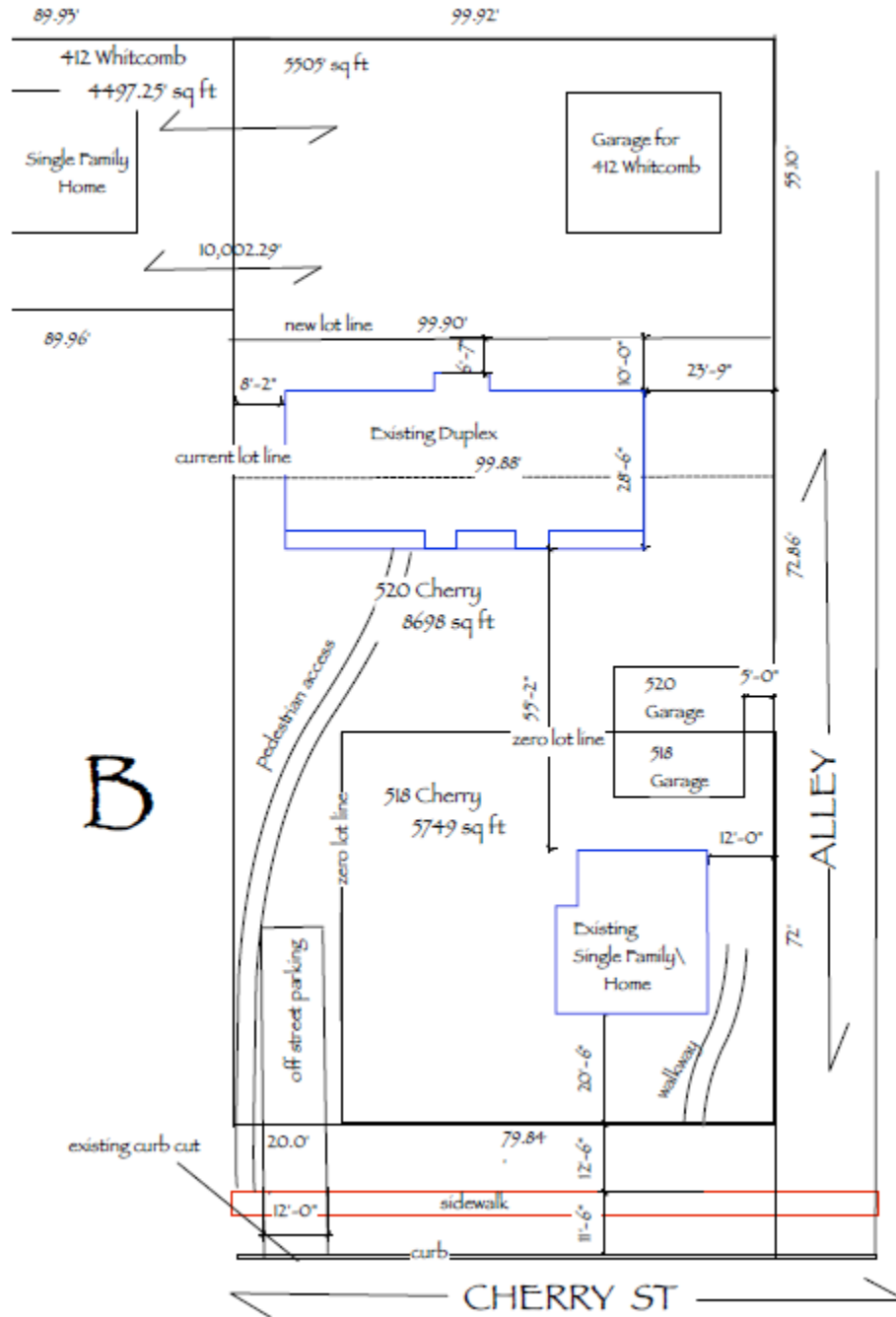
In Attachment 2, 520 Cherry St would be given a 8698 square foot lot, and 518 Cherry St would be given a 5749 square foot lot. A shared garage structure would be placed just off Cherry St. Both houses would have pedestrian walkways built from the garage to the home. This would allow for an open courtyard like space between the two homes, and maximize the exterior enjoyment of the properties.

Attachment 2:



In Attachment 3, 520 Cherry St would be given a 8698 square foot lot, and 518 Cherry St would be given a 5749 square foot lot. A shared garage structure would be placed in the alley off Cherry St with a zero lot line running through it. 520 Cherry St would have a 20 foot wide easement connecting to Cherry St, with off street parking.

Attachment 3:



Both 518 and 520 Cherry St meet the setback requirements, 15' from the front lot line, and 5 feet from each side. The new proposed lot line will require a variance for 520 Cherry St as the back of the home will be 6'7" from the new lot line. The property use behind 520 Cherry will be used for yard space and a garage for the 412 N Whitcomb lot. A house will not be built near the lot line behind 520 Cherry St.

We have lived in Fort Collins for many years and have seen the renewal of Old Town and North College. The City has done a lot of work to encourage the revitalization of Old Town and North College. Thank you for shaping Fort Collins into a great place to live. We plan to remodel the two homes at 520 and 518 Cherry St, doing our part to contribute to the aesthetic in the neighborhood, and being sustainable with resources we have onsite.

Again, our main objective is to bring 412 N Whitcomb to a 10,000 square foot lot. We seek the City's approval to subdivide 412 N Whitcomb, 518 Cherry St, and 520 Cherry St in order to achieve this goal. Additional photos are provided on the following page.

Thank you very much for your time.

Jordana

Jordana Barrack
On behalf of Kimberley Jordan
1427 West Mountain Ave,
Fort Collins, CO 80521
(760) 310-7164
Jordana.barrack@gmail.com

Property Photos

Photo 1: View of 518 & 520 Cherry St looking north from the street.



Photo 2: View of 518 & 520 Cherry St from the SW corner of the property line on 518 Cherry St. The current driveway is where we would like to set the 20' easement for Cherry St frontage for 520 Cherry St.



Photo 3: View from the alley next to 518 Cherry, with 520 Cherry in the back.



Photo 4: View from the alley of the space between 518 & 520 Cherry where the garage could be placed, from Attachment 3.

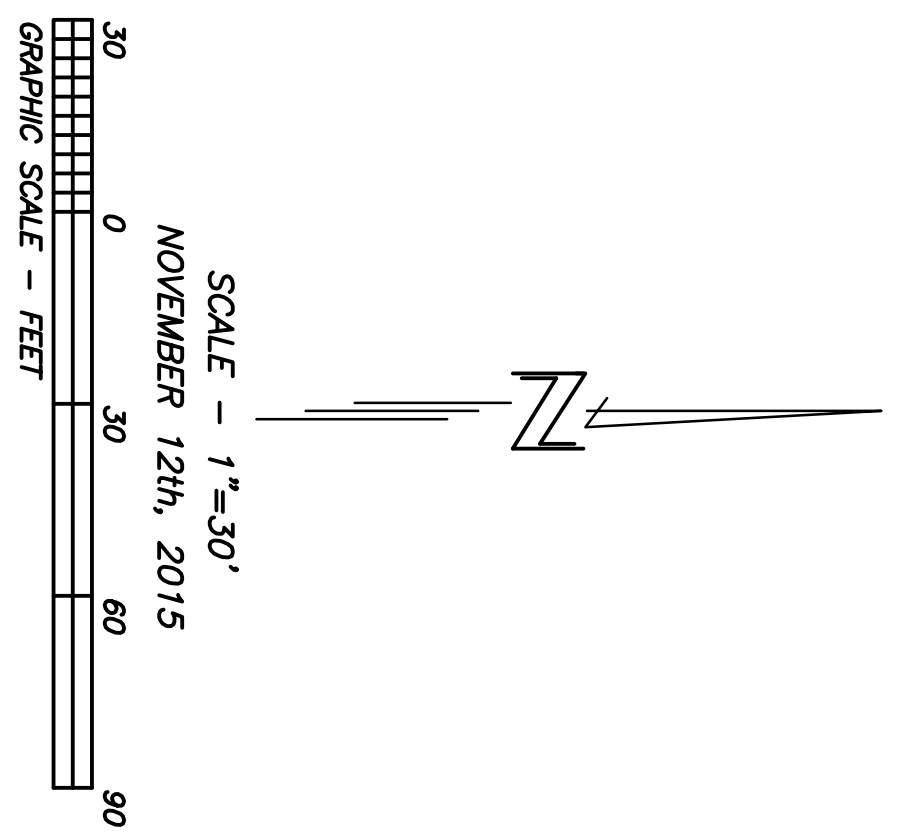
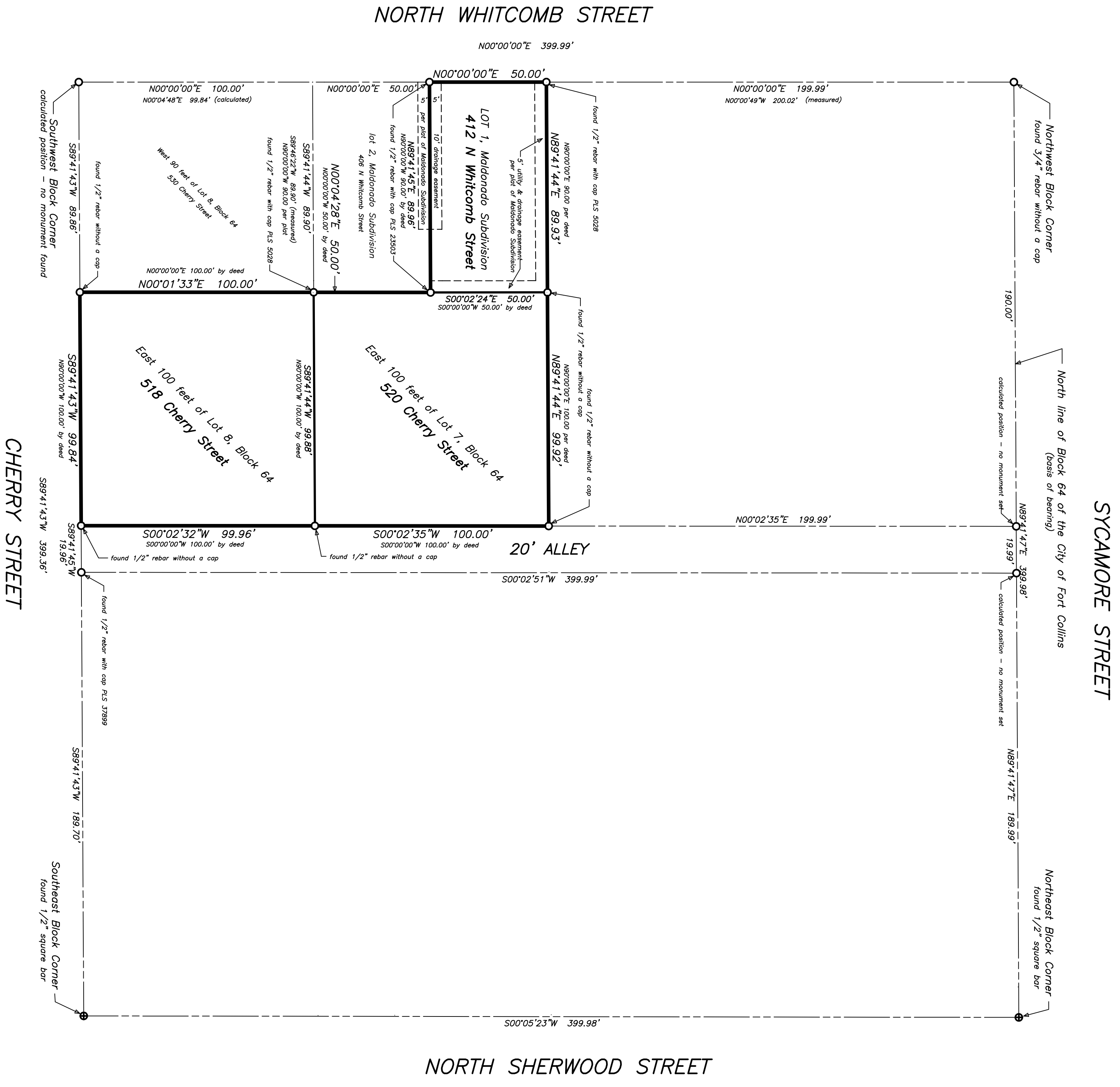


Photo 5: View of 520 Cherry St. There currently is a chain link fence located where we would like to put the new property line for 412 N Whitcomb.



LAND SURVEY PLAT

LOT 1, MALDONADO SUBDIVISION, THE EAST 100' OF LOTS 7 & 8, BLOCK 64 SITUATE IN THE NORTHEAST 1/4 OF SECTION 11, TOWNSHIP 7 NORTH, RANGE 69 WEST OF THE SIXTH P.M., CITY OF FORT COLLINS, COUNTY OF LARIMER, STATE OF COLORADO



CERTIFIED TO:
Jordana Barrack

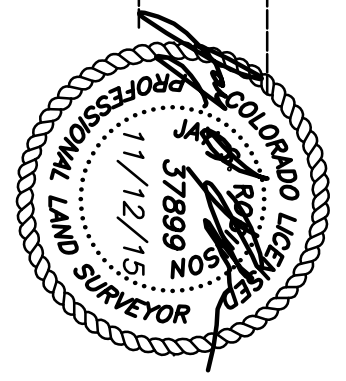
SURVEY COMPLETION DATE:
November 4th, 2014

LEGAL DESCRIPTION:
Lot 1, Maldonado Subdivision, Lots 7 and 8, Block 64, less the West 90.00 feet thereof, City of Fort Collins, County of Larimer, State of Colorado.

SURVEYOR'S CERTIFICATE:

I, Jay S. Robinson, a duly licensed Professional Land Surveyor in the State of Colorado, do hereby certify that the survey represented by this plat is true and correct. I represent the results of a survey made by me or under my direct supervision.

Jay S. Robinson
JAY S. ROBINSON P.L.S. No. 37899
Colorado licensed 1/12/15
DATE November 12th, 2015



SURVEY NOTES:

- Bearings are in reference to a recorded subdivision plat and are based on the North line of Block 64, City of Fort Collins, as monumented by a found 3/4" rebar without a cap at the Northwest Corner of said Block 64, and a found 1/2" square bar at the Northeast Corner of said Block 64, as bearing N89°41'47"E.
- No rights-of-way or easements, except those shown hereon, were determined by this survey, nor was any research conducted to determine the existence of additional easements, per the request of the client.
- The lineal unit of measurement used for the surveying of this property is U.S. Survey Feet.
- The owner did not request a title search; therefore this survey does not constitute a title search by the surveyor. Any information regarding record easements, adjoiners, and other documents that might affect the quality of title to this tract of land was obtained from general information on deeds or etc. supplied by the owners.
- Legal description was taken from Reception No. 20150037707, No. 88056641, and No. 88053502 as filed in the Larimer County Clerk and Recorder's Office, and referenced recorded subdivision plat of Maldonado Subdivision.
- The certification as shown hereon does not extend to any unnamed party, third party, or the successors and/or assigns of the first party as certified to on this survey plat.
- Stewart & Associates, Inc., and its owners and employees, will not be liable for more than the cost of this Land Survey Plat and then only to those parties certified to hereon or in our files by signed work authorization.
- Acceptance and/or use of this instrument for any purpose, constitutes agreement by all parties to all terms stated hereon.

According to Colorado law, you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event, may any action based upon any defect in this survey be commenced more than ten years from the date of the certification shown hereon.

<p>CLIENT: JORDANA BARRACK 500 LINDEN STREE, FORT COLLINS, COLORADO 80524</p> <p>PROJECT: LOT MALDONADO SUB, EAST 100' LOTS 7&8 BLOCK 64 LARIMER COUNTY, COLORADO</p> <p>TYPE: LAND SURVEY PLAT</p>	<p>STEWART & ASSOCIATES CIVIL ENGINEERS AND LAND SURVEYORS P.O. BOX 429, FORT COLLINS, COLORADO 80522 PHONE: (970)482-9331, EMAIL: stewarts@frii.com</p>	<p>No. DATE BY</p> <p>REVISIONS</p>	<p>REMARKS:</p>
<p>JOB NUMBER: 11/12/15</p> <p>DATE: 11/12/15</p> <p>FLAT No.:</p> <p>SHEET NUMBER: ONE OF ONE</p>	<p>P.E. / L.S.: J.S.R. 1</p> <p>DESIGNED: CHECKED: DRAWN: J.S.R. 1 CHECKED: SURVEY: D.H.K. SCALE: 1"=30'</p>		

89.93'

99.92'

412 Whitcomb

4497.25' sq ft

5505' sq ft

Single Family Home

Garage for 412 Whitcomb

10,002.29'

55.10'

89.96'

new lot line 99.90'

8'-2"
current lot line

Existing Duplex

99.88'

28'-6"

23'-9"

520 Cherry
8698 sq ft

Pedestrian access

55'-2"

5'-0"

72.86'

A

518 Cherry
5749 sq ft

zero lot line

walkway

12'-0"

ALLEY

520 Garage

518 Garage

Existing Single Family Home

15'-0"

20'-6"

walkway

72'

existing curb cut

20.0'

79.84'

12'-0"

sidewalk

12'-6"

11'-6"

curb

CHERRY ST

Proposed Replat of 520 and 518 Cherry St

11/17/15



89.93'

99.92'

412 Whitcomb

5505' sq ft

4497.25' sq ft

Single Family Home

Garage for 412 Whitcomb

10,002.29'

55.10'

89.96'

new lot line 99.90'

8'-2"

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10'-0"

23'-9"

current lot line

Existing Duplex

99.88'

28'-6"

520 Cherry
8698 sq ft

Pedestrian access

55'-2"

520
Garage

5'-0"

518
Garage

zero lot line

518 Cherry
5749 sq ft

zero lot line

12'-0"

Existing Single Family Home

72'

ALLEY

B

off street parking

walkway

20'-6"

existing curb cut

20.0'

79.84'

12'-6"

12'-0"

sidewalk

11'-6"

curb

CHERRY ST

Proposed Replat of 520 and 518 Cherry St

11/17/15





December 11, 2015

Jordana Barrack
1427 W Mountain Ave
Fort Collins, CO 80521

Re: 412 N Whitcomb St - Replat

Description of project: This is a request to replat the properties at 412 N Whitcomb St, 518 Cherry St., and 520 Cherry St. (parcel #'s 9711189001, 9711119917, and 9711119908). The replat would make the lot at 412 N Whitcomb St 10,000 sq. ft. and would provide Cherry St frontage to 520 Cherry St. The proposal also shows a new garage for 520 Cherry St. The sites are 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, Clay Frickey, at 970-224-6045 or cfrickey@fcgov.com.

Comment Summary:

Department: Zoning

Contact: Gary Lopez, 970-416-2338, glopez@fcgov.com

1. Plan A will place the two attached garages at or in front of the houses of each lot which isn't allowed. The garages must be at least 10 feet behind the front face or wall of each house.
2. In the case of both A & B plans the width of the lot frontage at 520 Cherry St is not sufficient.
3. In plan B if the 20' 520 Cherry St. width were increased to 40' and the north property line were pushed north so that the 518 Cherry property is approx. 83.55' deep the minimum lot size for 518 Cherry St. would be met at 5,000 s.f. Both min. lot widths frontages on Cherry St. would be met. Garages would be set accordingly. Side by side driveways if taken off Cherry (and not alley for garage access) requiring a minimum 24' plus wide shared curbcut.
4. Also with plan B a variance would be required for the garages to sit at 0' side yard setback where normally 5' would be required. In addition a variance would be required the rear yard setback for 520 Cherry as it is being further reduced to from its prior non-conforming rear yard setback.
5. A variance would also have to be sought for the rear half 50% of the lot which by code restricts building floor area to 33% of that rear half.
6. Fire separation walls required at the zero setback shared garages walls.

7. It appears that the replat for 412 N Whitcomb shouldn't affect overall and rear yard Floor Area Ratios required in the NCM zoning district.

Department: Water-Wastewater Engineering

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

1. It appears there are no revisions to the water or sewer service with this proposal. Please contact Water Utilities Engineering to coordinate if that changes.

Department: Traffic Operations

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

1. no comments

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 Old Town Basin Master Drainage Plan as well the Fort Collins Stormwater Criteria Manual.
2. If there are no site improvements that require grading or an increase in impervious area, there are no Stormwater requirements and the following comments will not apply. Please contact Water Utilities Engineering if site improvements are anticipated.
3. It is important to document the existing impervious area since drainage requirements and fees are based on new impervious area. An exhibit showing the existing and proposed impervious areas with a table summarizing the areas is required prior to the time fees are calculated for each building permit.
4. 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.
5. If there is an increase in imperviousness greater than 1000 square feet 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. Standard operating procedures (SOPs) for all onsite drainage facilities need to be prepared by the drainage engineer. If there is less than 1,000 square feet of new impervious area on an existing development, a drainage letter along with a grading plan should be sufficient to document the existing and proposed drainage patterns. If there is less than 1,000 but more than 350 square feet of new impervious area; a site grading and erosion control plan is required instead of a complete construction plan set.
6. Water quality treatment is also required as described in the Fort Collins Stormwater Criteria Manual. 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>)
7. 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>

8. 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.
9. The city wide Stormwater development fee (PIF) is \$7,817/acre (\$0.1795 sq.-ft.) for new impervious area over 350 sq.-ft., and there is a \$1,045.00/acre (\$0.024/sq.-ft.) review fee. No fee is charged for existing impervious area. These fees are to be paid at the time each building permit is issued. Information on fees can be found at:
<http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees> or contact Jean Pakech at 221-6375 for questions on fees. There is also an erosion control escrow required before the Development Construction permit is issued. The amount of the escrow is determined by the design engineer, and is based on the site disturbance area, cost of the measures, or a minimum amount in accordance with the Fort Collins Stormwater Manual.

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 any residence. Alleys cannot be considered a reliable access route and should not be used to determine fire access. Based upon preliminary review, the property at 520 Cherry St appears to be out of access and would require a residential fire sprinkler system. Code language 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.

2. PREMISE IDENTIFICATION

All residences are required to be adequately posted with their numerical address. The residence at 520 Cherry will require the address to be posted both on the structure as well as at the road in order to assist with wayfinding. Code language provided below.

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

3. WATER SUPPLY

A fire hydrant is required within 400' of any residence as measured along the path of vehicle travel. It is unclear if the residence at 520 Cherry currently meets this requirement. Applicant to verify hydrant distance. Code language provided below.

> IFC 508.1 and Appendix B: RESIDENTIAL REQUIREMENTS: Within the Urban Growth Area, hydrants to provide 1,000 gpm at 20 psi residual pressure, spaced not further than 400 feet to the building, on 800-foot centers thereafter.

Department: Environmental Planning

Contact: Kelly Kimple, 970-416-2401, kkimple@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. 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 and the Climate Action Plan:
<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

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

Department: Engineering Development Review

Contact: Marc Virata, 970-221-6567, mvirata@fcgov.com

1. For any additional dwelling units that may occur, 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. In conjunction with a building permit, 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. 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).
7. If infrastructure improvements are required or proposed, utility plans will be required and a Development Agreement will be recorded once the project is finalized.
8. A Development Construction Permit (DCP) or excavation permit will need to be obtained prior to starting any work on the site.
9. In regards to construction of this site. The public right-of-way shall not be used for staging or storage of materials or equipment associated with the Development, nor shall it be used for parking by any contractors, subcontractors, or other personnel working for or hired by the Developer to construct the Development. The Developer will need to find a location(s) on private property to accommodate any necessary Staging and/or parking needs associated with the completion of the Development . Information on the location(s) of these areas will be required to be provided to the City as a part of the Development Construction Permit application.
10. The site has an unpaved alley abutting the rear property/properties. The City's Land Use Code would require the construction of the abutting unimproved alley with development, however an exemption is granted [in section 3.6.2(L)(2)] in certain zoning districts, including this one (NCM) for additional carriage houses and habitable access buildings. It would seem evident that with this proposal not appearing to add any additional dwelling units, that this would be of similar (or less) impact than the exemption in the code section, and as such a modification to this section of code could be granted to allow not requiring alley paving with this proposal.
11. Garages are required to have their garage doors setback a distance of 8 feet or more from the alley right-of-way, to allow for vehicles to potentially parallel park within the 8 feet without encroaching into the alley right-of-way. Note that if fences are proposed along the alley that are placed less than 8' from the alley edge, this ability to parallel park is then impacted and would require that the garage door is located at least 20 feet from the alley right-of-way.
12. Any unused driveways off of public streets are required to have the drive approach removed and replaced with curb and gutter.

Department: Electric Engineering

Contact: Luke Unruh, 9704162724, lunruh@fcgov.com

1.

L&P has electric facility's that crosses 520 Cherry St to feed power to 404 & 412 Whitcom St. As long as that line is not affected and the current services are not affected, L&P has no issues.

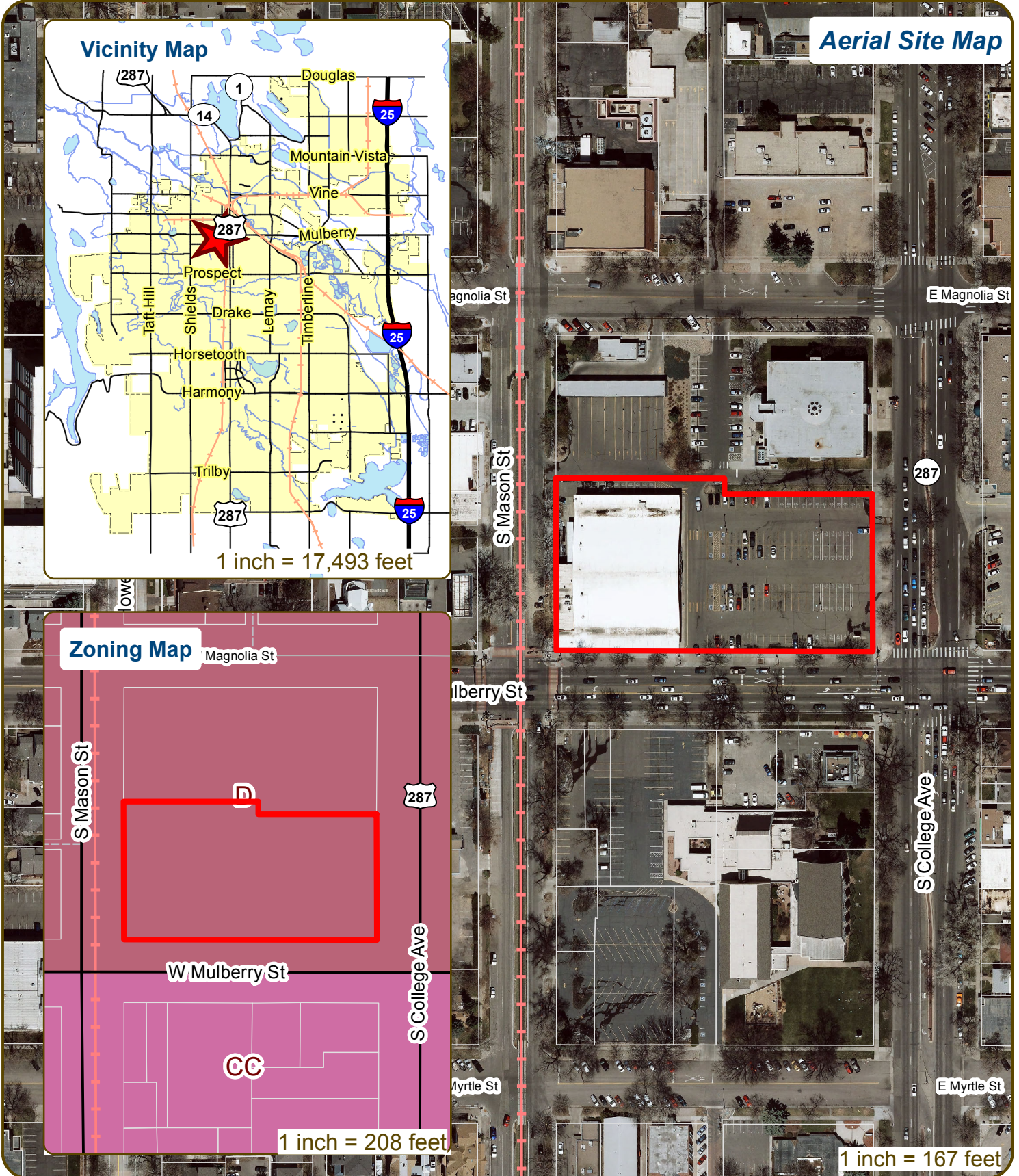
2. Owner will be responsible to pay for any relocation or modification of existing electric facilities at the proposed site

Planning Services

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

1. Both options present some difficulty when interpreting if the new lots for 520 and 518 Cherry St meet the FAR limits for the rear portions of lots. Land Use Code section 4.8(D)(3) allows for a maximum floor of 33% in the rear portion of the lot. Staff will have to take a closer look at this proposal to see if you will need a modification to this standard.
2. The minimum lot width in the NCM is 40'. The proposed lot width for 512 Cherry will be 20', which will require a modification. Alternatively, you could not provide 512 Cherry with Cherry St frontage, which would not require a modification since the lot must take access from the alley.
3. Per Land Use Code section 4.8(F)(5), all new off-street parking must obtain access from the alley if the lot adjoins an alley.
4. Per Land Use Code section 4.8(F)(1)(c), accessory buildings and attached garages shall have a front yard setback that is at least ten (10) feet greater than the front setback of the principal building that is located on the front portion of the lot. Option A would require a modification to this standard.
5. Option B will require a modification to the side yard setback minimum of 5' per Land Use Code section 4.8(E)(4).
6. The maximum floor area for a new garage is 600 sq. ft. per Land Use Code section 4.8(D)(6).
7. 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.
8. 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.
9. This development proposal will be subject to all applicable standards of the Fort Collins Land Use Code (LUC), including Article 3 General Development Standards. The entire LUC is available for your review on the web at <http://www.colocode.com/ftcollins/landuse/begin.htm>.
10. If this proposal is unable to satisfy any of the requirements set forth in the LUC, a Modification of Standard Request will need to be submitted with your formal development proposal. Please see Section 2.8.2 of the LUC for more information on criteria to apply for a Modification of Standard.
11. Please see the Submittal Requirements and Checklist at: <http://www.fcgov.com/developmentreview/applications.php>.
12. The request will be subject to the Development Review Fee Schedule that is available in the Community Development and Neighborhood Services office. The fees are due at the time of submittal of the required documents for the appropriate development review process by City staff and affected outside reviewing agencies. Also, the required Transportation Development Review Fee must be paid at time of submittal.
13. When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.

425 S College Ave Grocery Store



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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) _____

Bill Wells - Project Manager

Business Name (if applicable) McWHINNEY

Your Mailing Address 2725 Rocky Mtn Ave, Ste 200, Loveland CO 80538

Phone Number 970-962-9990 Email Address BillW@McWhinney.com

Site Address or Description (parcel # if no address) 425 S. College Ave

Description of Proposal (attach additional sheets if necessary) _____

RETRN FR EXISTING BUILDING FOR A GARAGE.

Proposed Use COMMERCIAL Existing Use COMMERCIAL

Total Building Square Footage 26,000 S.F. Number of Stories 2 Lot Dimensions 400' x 200'

Age of any Existing Structures 49

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 N/A 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?



MASON ST

COLLEGE AVE

EXISTING CURB CUT

EXISTING CURB CUT

EXISTING CURB CUT

MULBERRY

**425 S COLLEGE
FORT COLLINS**



January 05, 2016

Bill Wells
McWhinney
2725 Rocky Mountain Ave
Suite 200
Loveland, CO 80538

Re: 425 S College Ave - Grocery Store

Description of project: This is a request for a change of use to a grocery store at 425 S College Ave (parcel #9711425001). The building is currently being used as a retail store. There will be no modifications to the building as part of this proposal. The site is located in the Downtown (D) zone district. This proposal will be subject to a Minor Amendment.

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

Comment Summary:

Department: Zoning

Contact: Gary Lopez, 970-416-2338, glopez@fcgov.com

1. Additional parking lot landscaping is required including 15' landscape buffer along College and Mulberry. Landscape islands required for vehicle rows containing more than 15 stalls. Such islands must be placed for every 15 spaces.
2. If no screen walls exist for the delivery area adjacent to S Mason walls comprised of similar masonry material and color as the exterior walls are required along S Mason. In addition any outside storage such as outside storage for grocery carts must as well be screened in similar fashion.
3. Similarly, trash dumpsters and recycle bins must be screened with a trash enclosure facility meeting similar standards including metal doors and separate access door or opening other than the main swing out doors.
4. All rooftop and HVAC and similar compressors/vents must be screened with metal panels. Other roof and wall vents must be painted to match the walls or roof. Any ground mounted units must also be screened though vegetation may be permitted for such.
5. All exterior rooftop, pole, and wall light fixtures must be sharp cut off and down directional providing no spillage off site and meet the LUC. A lighting study maybe required.
6. Please refer to LUC 3.2.2(C)(4) for the minimum number of bicycle spaces on racks and interior storage.

Department: Water-Wastewater Engineering

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

1. Existing water service is provided to the building by an existing 6" service line that provides both fire and water service. No information is available for the size, type, or location of the existing sewer service.
2. It appears there are no revisions to the water or sewer service with this proposal. Please contact Water Utilities Engineering to coordinate if that changes.

Department: Traffic Operations

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

1. We'll be coordinating with Colorado Department of Transportation since College is a state highway.
2. We'll need a traffic impact study (TIS) since the trip generation is going up significantly. The study has already been scoped.
3. We'll need to figure out what the access on Mulberry looks like and whether it can stay a full movement access. The TIS should address this.
4. Work with engineering on any required changes to sidewalk / landscaping.

Department: Stormwater Engineering

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

1. 1. A portion of the existing parking lot is located in the City regulated, 100-year Old Town floodplain. The southern end of the existing structure is located in the regulatory 100-year floodplain. The rest of the site is located in a shallow flooding area. A Flood Risk Map is attached.
2. 2. Any new construction and/or site work within the 100-year floodplain must obtain a floodplain use permit and comply with the safety regulations of Chapter 10 of City Municipal Code. The permit form can be obtained at <http://www.fcgov.com/utilities/what-we-do/stormwater/flooding/forms-documents>.
3. 3. Remodeling a nonresidential structure is allowed in a City flood fringe as long as the cost of the improvements (over a 12-month period) does not equal or exceed 50 percent of the market value of the structure. Remodel of a structure is defined as the construction of improvements to the interior and exterior of a structure that does not result in an increase in the building footprint. If the remodel improvements exceed 50 percent of the market value of the structure, the building must comply with the requirements of Chapter 10, and the lowest floor of the structure as well as duct work, HVAC equipment, etc. must either be elevated or flood-proofed a minimum of one foot above the Base Flood Elevation (BFE) for the property. It is strongly recommended to floodproof the structure even if the 50 percent threshold is not exceeded as the structure is known to be in an area that has flooded in the past.
4. 4. Any addition to the existing structure would be required to have the lowest finished floor, as well as all duct work, heating, ventilation, electrical systems, etc. elevated---or floodproofed-- -12-inches above the Base Flood Elevation (BFE) This elevation is known as the Regulatory Flood Protection Elevation (RFPE = BFE + 12" for non-residential additions).
5. 5. If floodproofing is chosen as an option rather than elevating structure, all the requirements of Section 10-38 of City Code must be met. Floodproofing Guidelines can be obtained at <http://www.fcgov.com/utilities/what-we-do/stormwater/flooding/forms-documents>. FEMA

Technical Bulletin 3, "Non-Residential Floodproofing – Requirements and Certification" can be found at <http://www.fema.gov/media-library-data/20130726-1511-20490-5294/job6.pdf>.

6. 6. Development review checklists for floodplain requirements can be obtained at <http://www.fcgov.com/utilities/what-we-do/stormwater/flooding/forms-documents>. Please utilize these documents when preparing your plans for submittal.
7. 7. The boundaries of the floodplain 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.
8. 8. 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.
9. 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.
10. If there are no site improvements that require grading or an increase in impervious area, there are no Stormwater requirements and the following comments will not apply. Please contact Water Utilities Engineering if site improvements are anticipated.
11. 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>)
12. If site improvements will be proposed, 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>
13. 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.
14. The city wide Stormwater development fee (PIF) is \$7,817/acre (\$0.1795 sq.-ft.) for new impervious area over 350 sq.-ft., and there is a \$1,045.00/acre (\$0.024/sq.-ft.) review fee. No fee is charged for existing impervious area. These fees are to be paid at the time each building permit is issued. Information on fees can be found at: <http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees> or contact Jean Pakech at 221-6375 for questions on fees. There is also an erosion control escrow required before the Development Construction permit is issued. The amount of the escrow is determined by the design engineer, and is based on the site disturbance area, cost of the measures, or a minimum amount in accordance with the Fort Collins Stormwater Manual.

Department: Historical Preservation

Contact: Ted Shepard, 970-221-6343, tshepard@fcgov.com

1. At your request, the eligibility for Landmark designation of the former Safeway building at 425 South College has been reviewed by the Director of Community Development and Neighborhood Services and by the Chair of the Landmark Preservation Commission. This building was found to be eligible for individual designation as a Fort Collins Landmark, meeting eligibility standards contained in Chapter 14 of the Municipal Code, <http://colocode.com/ftcollins/municipal/chapter14.htm>. I have attached a copy of the form and supporting information.

The decision of the chair and director may be appealed to the Landmark Preservation Commission by any Fort Collins citizen within 14 days of the decision. More information on the appeals process is outlined on our website: <http://www.fcgov.com/historicpreservation/review.php>.

To notify the community of the results of the historic review, and of the opportunity to appeal the results, the property is required to be posted for up to two weeks. Signs will be posted early next week, and as required by the code, notice will be added to the website <http://www.fcgov.com/historicpreservation/review.php> and published in the legal notices in the Coloradoan.

Please let me know if you have any questions. – Karen

Karen McWilliams
Historic Preservation Manager
City of Fort Collins
970.224.6078
kmcwilliams@fcgov.com

Department: Fire Authority

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

1. FIRE LANE

Fire access is required to within 150' of all portions of the building. Fire access cannot be measured from the arterial roads which surround the project on three sides. An Emergency Access Easement will be required at this time if one has not been previously dedicated. Code language 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.

> IFC503.3: Where required by the fire code official, approved signs or other approved notices that include the words NO PARKING - FIRE LANE shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. The means by which fire lanes are designated shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility.

2. PUBLIC-SAFETY RADIO AMPLIFICATION SYSTEM TEST

The building will require a fire department, emergency communication system evaluation. For the purposes of this section, fire walls shall not be used to define separate buildings.

Where adequate radio coverage cannot be established within a building, public-safety radio amplification systems shall be designed and installed in accordance with criteria established by the Poudre Fire Authority. Poudre Fire Authority Bureau Admin Policy #07-01

3. FIRE SPRINKLER SYSTEM

Modifications to the existing fire sprinkler system may be required at time of tenant finish.

Department: Environmental Planning

Contact: Kelly Kimple, 970-416-2401, kkimple@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. 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. 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. Integrated Design Assistance Program: fcgov.com/idap, contact Gary Schroeder at 970-224-6003 or gschroeder@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 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. 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 include the standard utility easements that are to be provided behind the right-of-way. A 15 foot easement will be required along College Avenue.
7. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
8. This site is adjacent to CDOT roadway and all access to the site is governed by an access control plan. The access control plan will need to be followed and implemented with any project. Plans will be routed to CDOT for review and approval and the applicant may need to obtain access permits from CDOT. Per the Access Code, the project would be required to remove an access along College Avenue.
9. Based on the updated traffic study, the access on both College Avenue and Mulberry Street may need to be adjusted, such as removing accesses, limiting movements to right-in/right-out, etc. Please work with Traffic Operations.
10. Based on the traffic study, offsite access easements may be needed on the Wells Fargo Bank property. Offsite easements may also be required to access the parking spots to the north of the existing building.
11. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
12. 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.
13. LCUASS parking setbacks (Figure 19-6) apply and will need to be followed depending on parking design. Based on the volume (ADT), the setback requirements range from 50' to 100' for an arterial street.
14. 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.
15. 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.
16. 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.
17. 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: Luke Unruh, 9704162724, lunruh@fcgov.com

1.

Any changes to the existing electric capacity and or location will initiate electric development and system modification charges. Please coordinate power requirements with Light and Power Engineering at 221-6700.

Planning Services

Contact: Ted Shepard, 970-221-6343, tshepard@fcgov.com

1. The site is zone D, Downtown and located in the Canyon Avenue sub-district. The request to convert the retail store to a grocery store represents a Change of Use. Grocery stores between 5,000 and 45,000 square feet are permitted subject to Administrative (Type One review).
2. Staff and the applicant need to arrive at an understanding of the short and long term plans for the re-development of this parcel. Is the conversion to a grocery store considered an interim improvement that precedes further re-development or is the change of use considered a long term improvement?
3. Please refer to the Refill Fort Collins which is an element of the City's comprehensive plan that was adopted in 2005 and provides broad policies for addressing the re-development of existing properties in the Downtown. <http://www.fcgov.com/planning/pdf/refill.pdf>
4. Staff will work collaboratively with the applicant's team to find practical ways to bring the site up to current standards with regard to parking lot landscaping, street trees in the public right-of-way and screening areas of low visual interest.
5. In addition, other re-development issues that need to be addressed are site access, site and building lighting and trash and recycling enclosures,
6. Staff is also interested in finding ways to enhance pedestrian and bicycle access to and from the MAX bus rapid transit system.
7. Is there any possibility of adding a second entrance along Mulberry Street?
8. Staff encourages the applicant to upgrade the blank walls along the north, south and west elevations with architectural features, additional materials, and other details to mitigate the unarticulated mass of the building. In particular, attention should be paid to the Mulberry Street and Mason Street walls since these two facades face public streets.
9. Does the proposed change of use include introducing a mix of uses or just the grocery store? The Downtown Plan encourages a mix of land uses.
10. Please note that the Downtown Plan is in the process of being significantly updated. Please contact Seth Lorson, 224-6189 for further details.
11. The proposed development is subject to a Minor Amendment Review, please contact the Zoning Department regarding your formal submittal.

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