

# Conceptual Review Agenda

Schedule for 09/19/16 to 09/19/16

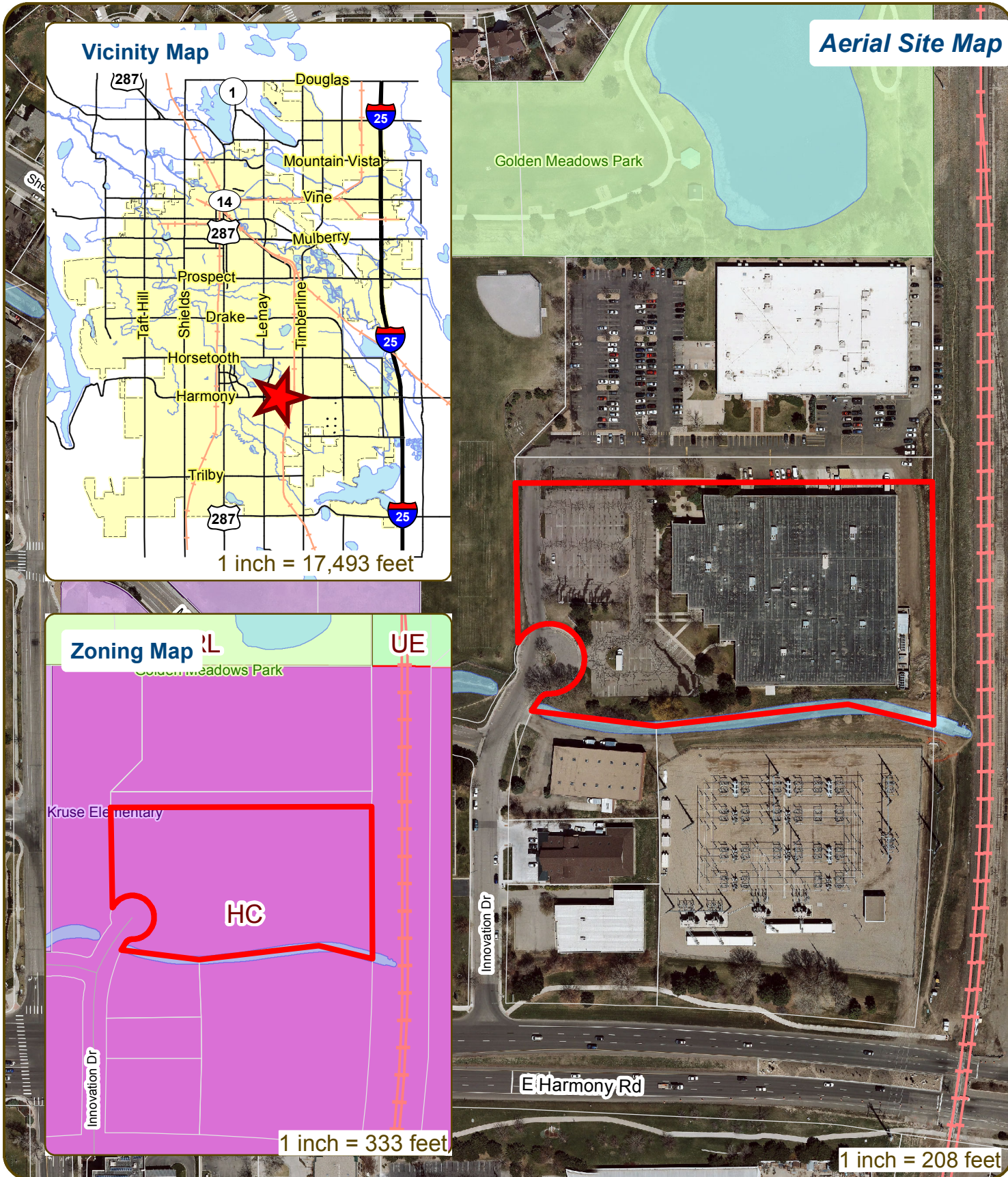
281 Conference Room A

---

## Monday, September 19, 2016

Time	Project Name	Applicant Info	Project Description	Planner
9:30	4424 Innovation Dr. - Charter School CDR160077	Shelby Hinchliff (970) 218-9607 <a href="mailto:shelby.hinchliff@neenan.com">shelby.hinchliff@neenan.com</a>	This is a request to locate a state charter school at 4424 Innovation Dr. (parcel #8731408023). Minimal modifications to the exterior of the building are being proposed. The school will also retain the parking lot in its existing configuration. The site is located in the Harmony Corridor (HC) zone district. This proposal will be subject to Site Plan Advisory Review (SPAR).	Clay Frickey
10:15	221 E Oak St. - Mixed-use CDR160078	Robert Davis (970) 482-1827 <a href="mailto:rdavis@davisdavisarch.com">rdavis@davisdavisarch.com</a>	This is a request to build a mixed-use building at 221 E Oak St. (parcel #9712320020). The proposed 3-story building will be a net zero development. One parking space is proposed on-site with the rest accommodated at the Mountain Ave. parking garage. The site is located in the Neighborhood Conservation, Buffer (NCB) zone district. This proposal will be subject to Planning & Zoning Board (Type II) review.	Clay Frickey
11:00	1201 Academy Ct. - Outdoor Storage CDR160079	Jack Taylor (970) 420-9302 <a href="mailto:jtaylor@thegroupinc.com">jtaylor@thegroupinc.com</a>	This is a request to locate an outdoor storage facility at 1101 Academy Ct (parcel #8718417004). This would be an expansion of the existing Academy Boat and RV storage located at the 1101 Academy Ct. The currently vacant property would be fenced and covered with recycled asphalt. The site is located in the Industrial (I) zone district. This proposal will be subject to Administrative (Type I) review.	Noah Beals

# 4424 Innovation Dr. Charter School



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) \_\_\_\_\_

Shelby Hinchliff

Business Name (if applicable) Neenan Archistruction

Your Mailing Address 3325 S Timberline Rd., Suite 100

Phone Number 970.218.9607 Email Address shelby.hinchliff@neenan.com

Site Address or Description (parcel # if no address) 4424 Innovation Dr.

Description of Proposal (attach additional sheets if necessary) \_\_\_\_\_

Locate a state charter school in the existing building

Proposed Use School Existing Use Office

Total Building Square Footage 91,674 S.F. Number of Stories 1 Lot Dimensions \_\_\_\_\_

Age of any Existing Structures 36 years

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 0 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?

## **Colorado Early Colleges Fort Collins High School**

### **Project Narrative**

This project will consist of renovating the existing building built in 1979, located at 4424 Innovation Drive., Fort Collins, Colorado, and changing the building from its present use as a factory into a high school.

The existing building is a 1 story building of approximately 91,000 square feet. The existing structure is constructed of steel columns, beams and joists, with a precast concrete exterior providing lateral resistance. All existing structural systems will require evaluation for compliance as outlined in the 2015 Existing Building Code. The exterior appearance of the building will have minimal modifications. Windows will be cut into the existing walls in a few locations on the west, east and north elevations. Door openings will be added as required to meet the exiting requirements in the 2015 International Building Code. The remainder of the existing exterior architectural features will remain as-is.

The existing site on Innovation Drive is accessed from West Harmony Road. The site is neighbored by Qualfon to the north, railroad tracks to the east, a ditch and substation beyond to the south, and Kruse Elementary school to the west. There are 144 existing parking spaces on this property including 1 ADA space. This project is not proposing any modifications to the existing site including those for parking, drainage, access or landscaping.

Colorado Early Colleges Fort Collins High School serves students in grades 9 – 12.

Current enrollment includes:

- (136) 9<sup>th</sup> grade students
- (121) 10<sup>th</sup> grade students
- (185) 11<sup>th</sup> grade students
- (272) 12<sup>th</sup> grade students
- total enrollment = 714 students

Currently, 350 of the students take one or more courses off campus at one of 12 community college partnerships.

Fall 2017 projections are as follows:

- (150) 9<sup>th</sup> grade students
- (150) 10<sup>th</sup> grade students
- (150) 11<sup>th</sup> grade students
- (250) 12<sup>th</sup> grade students
- Total enrollment (fall 2017) = 700 students

It is projected that 400 students in fall 2017 will be taking one or more courses off-campus.

Over 200 students who have courses off-campus never drive to the high school campus. Currently, that leaves 257 possible drivers in 11<sup>th</sup> and 12<sup>th</sup> grade (29%) or 75 students drive themselves and often carpool with others. This campus is much like a community college campus where every student has a different schedule so students are coming and going all day long.

School starts at 8:00 AM and ends at 3:15 PM, however most students are not on campus full-time.

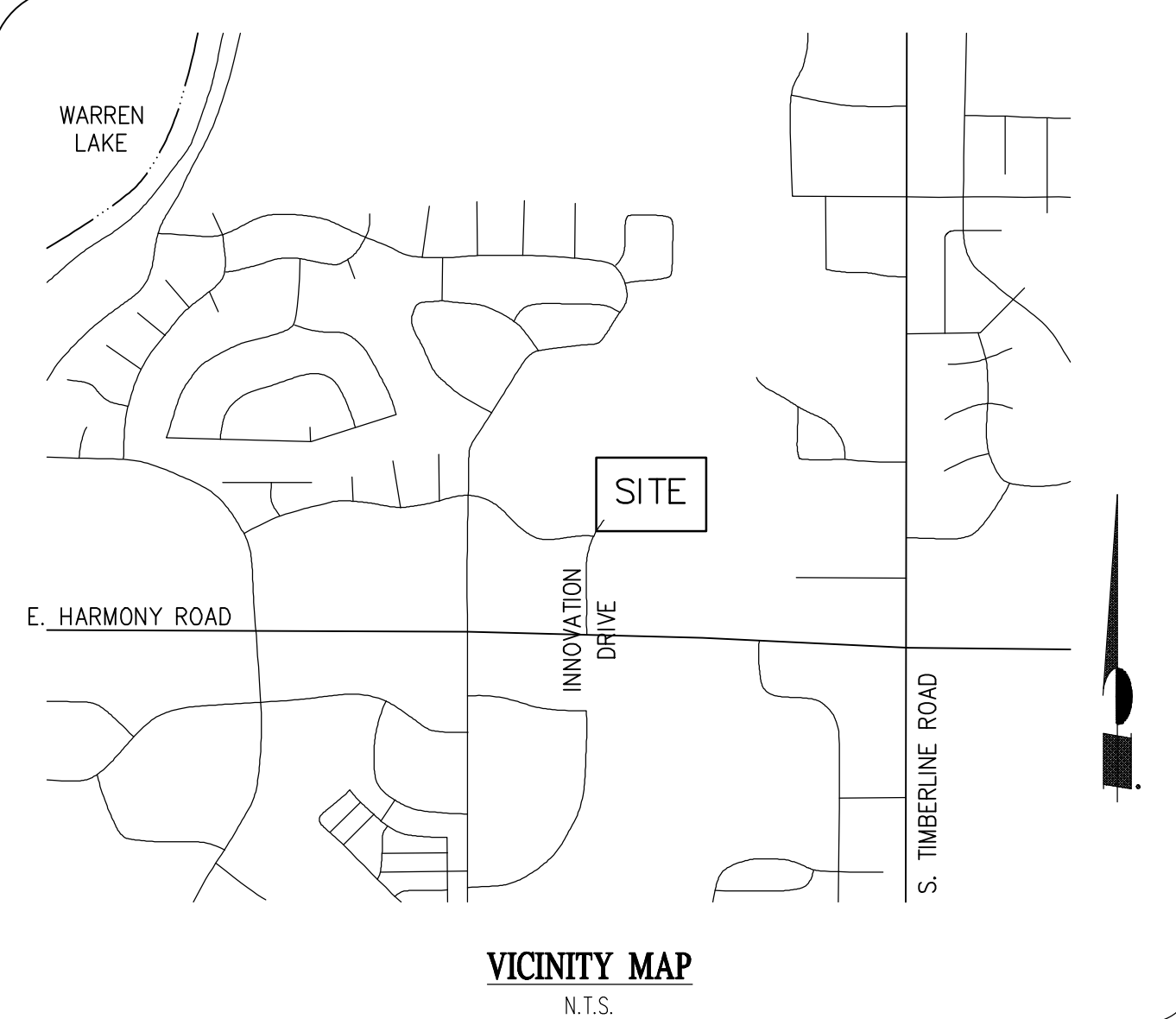
There are 51 full and part-time faculty and staff at Colorado Early Colleges, Fort Collins.

Night and weekend schedules are minimal. There are currently two evening music performances throughout the year, 8<sup>th</sup> grade evening promotion in May, senior meeting in October, and two robotics competitions on Saturdays.



# ALTA/NSPS LAND TITLE SURVEY

A PART OF LOT 19, OF THE REPLAT OF LOTS 13, 14, 15, 16 AND 18, OF GOLDEN MEADOWS BUSINESS PARK  
A PART OF THE SOUTHWEST QUARTER OF SECTION 31, TOWNSHIP 7 NORTH, RANGE 68 WEST OF THE SIXTH PRINCIPAL MERIDIAN  
CITY OF FORT COLLINS, COUNTY OF LARIMER, STATE OF COLORADO  
SHEET 1 OF 2



## TITLE COMMITMENT NOTES:

FOR INFORMATION REGARDING EASEMENTS, RESTRICTIVE COVENANTS, RIGHT-OF-WAY AND TITLE OF RECORD, CCS CONSULTANTS, INC. RELIED UPON TITLE COMMITMENT NO. ABN25139419, PREPARED BY OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY, DATED APRIL 5, 2016 AT 5:00 P.M.

EASEMENTS AND PUBLIC DOCUMENTS SHOWN OR NOTED HEREON WERE EXAMINED AS TO LOCATION AND PURPOSE AND WERE NOT EXAMINED AS TO RESERVATIONS, RESTRICTIONS, CONDITIONS, OBLIGATIONS, TERMS, OR AS TO THE RIGHT TO GRANT THE SAME.

ALL REFERENCES HEREON TO BOOKS, PAGES, MAPS AND RECEPTION NUMBERS ARE PUBLIC DOCUMENTS FILED IN RECORDS OF THE COUNTY OF LARIMER.

THE FOLLOWING COMMENTS ARE IN REGARDS TO THE ABOVE-REFERENCED TITLE COMMITMENT. THE NUMBERS IN OUR COMMENTS CORRESPOND TO THE NUMBERING SYSTEM USED IN THE TITLE COMMITMENT.

UNLESS OTHERWISE NOTED, THE SUBJECT PROPERTY LIES WITHIN OR PARTIALLY WITHIN THE DESCRIPTION OR EXHIBITS FOUND IN THE FOLLOWING RECORDED INSTRUMENTS AND MAY THEREFORE BE SUBJECT TO THE TERMS, PROVISIONS, COVENANTS, CONDITIONS, RESTRICTIONS, OBLIGATIONS AND RESERVATIONS CONTAINED THEREIN.

## SCHEDULE B-2 (EXCEPTIONS)

### ITEM COMMENT

1. VISIBLE AND APPARENT EVIDENCE OF RIGHTS OR CLAIMS OF PARTIES IN POSSESSION ARE SHOWN HEREON TO THE BEST OF OUR KNOWLEDGE AND BELIEF.
2. VISIBLE AND APPARENT EVIDENCE OF EASEMENTS OR CLAIMS OF EASEMENTS ARE SHOWN HEREON TO THE BEST OF OUR KNOWLEDGE AND BELIEF.
3. VISIBLE AND APPARENT DISCREPANCIES, CONFLICTS IN BOUNDARY LINES, SHORTAGES IN AREA AND ENCROACHMENTS ARE SHOWN HEREON TO THE BEST OF OUR KNOWLEDGE AND BELIEF.
- 4-8. CCS CONSULTANTS, INC. DID NOT EXAMINE OR ADDRESS THESE ITEMS. (LIENS, TAXES, MORTGAGES AND LEASES.)
9. RIGHT OF WAY EASEMENT AS GRANTED TO FOR DITCH IN INSTRUMENT RECORDED JUNE 05, 1880, IN BOOK L AT PAGE 121.
10. RESERVATIONS AND EASEMENTS AS SET FORTH IN DEED RECORDED JANUARY 23, 1978 IN BOOK 1830 AT PAGE 445.
11. RESTRICTIVE COVENANTS, WHICH DO NOT CONTAIN A FORFEITURE OR REVERTER CLAUSE, BUT OMITTING ANY COVENANT OR RESTRICTION BASED ON RACE, COLOR, RELIGION, SEX, HANDICAP, FAMILIAL STATUS OR NATIONAL ORIGIN UNLESS AND ONLY TO THE EXTENT THAT SAID COVENANT (A) IS EXEMPT UNDER CHAPTER 42, SECTION 3607 OF THE UNITED STATES CODE OR (B) RELATES TO HANDICAP BUT DOES NOT DISCRIMINATE AGAINST HANDICAPPED PERSONS, AS CONTAINED IN INSTRUMENT RECORDED JANUARY 16, 1979, IN BOOK 1922 AT PAGE 741 AND AS AMENDED IN INSTRUMENT RECORDED MARCH 16, 1987, AT RECEPTION NO. 87014738
12. TERMS, CONDITIONS AND PROVISIONS OF COVENANT AND AGREEMENT RECORDED AUGUST 13, 1979 IN BOOK 1977 AT PAGE 535.
13. RIGHT OF WAY EASEMENT AS GRANTED TO PUBLIC SERVICE COMPANY OF COLORADO IN INSTRUMENT RECORDED OCTOBER 24, 1979, IN BOOK 1998 AT PAGE 957.
14. TERMS, CONDITIONS AND PROVISIONS OF DECLARATION OF EASEMENTS RECORDED MAY 20, 1980 IN BOOK 2044 AT PAGE 618.
15. TERMS, CONDITIONS AND PROVISIONS OF NOTICE RECORDED SEPTEMBER 19, 1989 AT RECEPTION NO. 89042755.
16. TERMS, CONDITIONS AND PROVISIONS OF EASEMENT AGREEMENT RECORDED FEBRUARY 26, 1998 AT RECEPTION NO. 98014213 .
17. TERMS, CONDITIONS AND PROVISIONS OF EASEMENT AGREEMENT RECORDED FEBRUARY 26, 1998 AT RECEPTION NO. 98014214 AND RECORDED 9APRIL 13, 1998 AT RECEPTION NO. 98029438.
18. TERMS, CONDITIONS AND PROVISIONS OF EASEMENT AGREEMENT RECORDED JULY 23, 2001 AT RECEPTION NO. 2001060598.

## COUNTY SURVEYOR'S CERTIFICATE:

DEPOSITED THIS DAY OF \_\_\_\_\_, 20\_\_\_\_, AT \_\_\_\_\_ .M.,  
IN BOOK \_\_\_\_\_ OF THE COUNTY SURVEYOR'S LAND SURVEY PLATS/RIGHT-OF-WAY SURVEYS  
AT PAGE \_\_\_\_\_, RECEPTION NUMBER \_\_\_\_\_.

\_\_\_\_\_  
COUNTY SURVEYOR

\_\_\_\_\_  
DEPUTY COUNTY SURVEYOR

## NOTES:

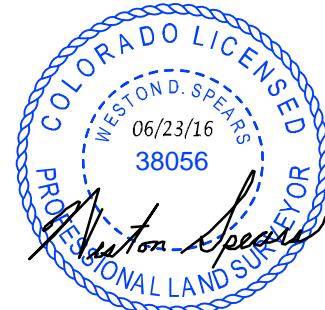
1. **NOTICE:** ACCORDING TO COLORADO LAW YOU MUST COMMENCE ANY LEGAL ACTION BASED UPON ANY DEFECT IN THIS SURVEY WITHIN THREE YEARS AFTER YOU FIRST DISCOVER SUCH DEFECT. IN NO EVENT, MAY ANY ACTION BASED UPON ANY DEFECT IN THIS SURVEY BE COMMENCED MORE THAN TEN YEARS FROM THE DATE OF CERTIFICATION SHOWN HEREON.
2. ANY PERSON WHO KNOWINGLY REMOVES, ALTERS OR DEFACTS ANY PUBLIC LAND SURVEY MONUMENT OR LAND MONUMENT OR ACCESSORY, COMMITS A CLASS TWO (2) MISDEMEANOR PURSUANT TO STATE STATUTE 18-4-508, C.R.S. ALL TIES TO BOUNDARY LINES FROM THE BUILDING CORNERS OR OTHER IMPROVEMENTS SHOWN HEREON ARE PERPENDICULAR TO THE BOUNDARY LINE.
3. MEASUREMENTS OF RECORD ARE DENOTED IN PARENTHESIS ().
4. ALL DIMENSIONS SHOWN HERON ARE IN U.S. SURVEY FEET. ALL BEARINGS SHOWN HEREON ARE IN DEGREES-MINUTES-SECONDS.
5. BASIS OF BEARING: BEARINGS ARE BASED ON THE EAST LINE OF LOT 19, REPLAT OF LOTS 13, 14, 15, 16 AND 18, GOLDEN MEADOWS BUSINESS PARK HAVING AN ASSUMED BEARING OF (S 00°10'15" W), BETWEEN FOUND MONUMENTS AS SHOWN HEREON.
6. UTILITIES ARE SHOWN PER VISIBLE AND APPARENT SURFACE EVIDENCE. IF MORE ACCURATE LOCATIONS OF UNDERGROUND UTILITIES ARE REQUIRED, THE UTILITY WILL HAVE TO BE VERIFIED BY EITHER FIELD POTHOLING OR CONTACT THE APPROPRIATE UTILITY COMPANY PRIOR TO CONSTRUCTION. CCS CONSULTANTS, INC. AND THE SURVEYOR OF RECORD SHALL NOT BE LIABLE FOR THE LOCATION OF OR THE FAILURE TO NOTE THE LOCATION OF NON-VISIBLE UTILITIES.
7. THERE IS NO FLOOD INSURANCE RATE MAP PANEL PRINTED FOR THIS LOCATION.
8. THIS SITE CONTAINS A CALCULATED AREA OF 5.46 ACRES.
9. CONCRETE AND CONCRETE WALLS AS SHOWN HEREON, LIE OUTSIDE THE RECORD TITLE LINES.

## SURVEYOR'S CERTIFICATION

THIS ALTA/NSPS LAND TITLE SURVEY WAS PREPARED FOR THE EXCLUSIVE USE OF THE PERSON, PERSONS OR ENTITY NAMED IN THE CERTIFICATE HEREON. THE CERTIFICATE DOES NOT EXTEND TO ANY UNNAMED PERSON OR ENTITY WITHOUT AN EXPRESS RECERTIFICATION BY THE SURVEYOR NAMING SAID PERSON OR ENTITY.

TO:  
LAND AND TITLE GUARANTEE COMPANY  
OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY  
COMPANY COLORADO EARLY COLLEGES  
COLORADO EARLY COLLEGES BUILDING CORPORATION  
LAW OFFICE OF DUSTIN R. SPARKS, LLC  
UMB BANK, N.A., AS TRUSTEE  
D.A. DAVIDSON & CO. AS UNDERWRITER

I, WESTON D. SPEARS, A PROFESSIONAL LAND SURVEYOR LICENSED IN THE STATE OF COLORADO, DO HEREBY CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH APPLICABLE STANDARDS OF PRACTICE AND WITH THE 2016 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1, 2, 3 AND 11 OF TABLE A THEREOF. THIS MAP OR PLAT WAS PREPARED UNDER MY RESPONSIBLE CHARGE BASED ON A FIELD SURVEY PERFORMED ON APRIL 27, 2016 AND TO THE BEST OF MY PROFESSIONAL KNOWLEDGE INFORMATION AND BELIEF IS AN ACCURATE REPRESENTATION OF THAT FIELD SURVEY. THIS IS NOT A GUARANTY OR WARRANTY, EITHER EXPRESSED OR IMPLIED.



WESTON D. SPEARS, PROFESSIONAL LAND SURVEYOR  
COLORADO P.L.S. NO. 38056  
FOR AND ON BEHALF OF CCS CONSULTANTS, INC.

## DESCRIPTION:

(PROVIDED BY LAND TITLE GUARANTEE COMPANY)

## PARCEL A:

A PART OF LOT 19, OF THE REPLAT OF LOTS 13, 14, 15, 16 AND 18, OF GOLDEN MEADOWS BUSINESS PARK, COUNTY OF LARIMER, STATE OF COLORADO, WHICH BEGINS AT THE SOUTHEAST CORNER OF SAID LOT 19, AND RUN THENCE NORTH 76 DEGREES 18 MINUTES WEST, 140.38 FEET; THENCE SOUTH 83 DEGREES 30 MINUTES WEST, 306.47 FEET; THENCE NORTH 82 DEGREES 45 MINUTES WEST, 199.40 FEET; THENCE ALONG THE ARC OF A 291 FOOT RADIUS CURVE TO THE RIGHT A DISTANCE OF 26.12 FEET, THE LONG CHORD OF WHICH BEARS NORTH 33 DEGREES 48 MINUTES 43 SECONDS EAST, 26.11 FEET; THENCE ALONG THE ARC OF A 15 FOOT RADIUS CURVE TO THE RIGHT A DISTANCE OF 13.09 FEET, THE LONG CHORD OF WHICH BEARS NORTH 61 DEGREES 23 MINUTES EAST, 12.68 FEET; THENCE ALONG THE ARC OF A 55 FOOT RADIUS CURVE TO THE LEFT A DISTANCE OF 229.74 FEET, THE LONG CHORD OF WHICH BEARS NORTH 33 DEGREES 16 MINUTES 50 SECONDS WEST, 95.58 FEET; THENCE NORTH 257.09 FEET; THENCE EAST 665.37 FEET; THENCE SOUTH 00 DEGREES 01 MINUTES EAST, 388.48 FEET TO THE POINT OF BEGINNING.

## ALSO

LOT 19, REPLAT OF LOTS 13, 14, 15, 16 AND 18, GOLDEN MEADOWS BUSINESS PARK, EXCEPT THOSE PORTIONS CONVEYED BY DEED RECORDED ON AUGUST 10, 1987, AT RECEPTION NO. 87045718 AND DEED RECORDED JULY 2, 1991 AT RECEPTION NO. 91029789.

## PARCEL B:

EASEMENTS FOR INGRESS EGRESS AND ACCESS IN, OVER AND ACROSS THE FOLLOWING DESCRIBED PARCELS, TO-WIT:

A 30 FOOT WIDE STRIP SITUATE IN LOT 19 OF THE REPLAT OF LOTS 13, 14, 15, 16, AND 18 OF GOLDEN MEADOWS BUSINESS PARK, THE CENTERLINE OF WHICH BEGINS AT A POINT ON THE NORTHERLY BOUNDARY OF THE CUL-DE-SAC ON INNOVATION DRIVE (SAID TPOB BEARS NORTH 52 DEGREES 55 MINUTES 30 SECONDS EAST 48.00 FEET FROM THE POINT WHERE THE WESTERLY LINE OF SAID LOT 19 INTERSECTS THE CUL-DE-SAC ON INNOVATION DRIVE); THENCE ALONG SAID CENTERLINE NORTH 09 DEGREES 10 MINUTES 00 SECONDS WEST 75.50 FEET; THENCE NORTH 190.00 FEET; THENCE EAST 600.00 FEET TO THE POINT OF TERMINATION.

ALSO A 30.00 FOOT WIDE STRIP SITUATE IN LOT 19 OF THE REPLAT OF LOTS 13, 14, 15, 16 AND 18 OF GOLDEN MEADOWS BUSINESS PARK, THE CENTERLINE OF WHICH BEGINS AT A POINT ON THE NORTHERLY BOUNDARY OF THE CUL-DE-SAC ON INNOVATION DRIVE (SAID TRUE POINT OF BEGINNING BEARS SOUTH 76 DEGREES 28 MINUTES 27 SECONDS EAST 106.95 FEET FROM THE POINT WHERE THE WESTERLY LINE OF SAID LOT 19 INTERSECTS THE CUL-DE-SAC ON INNOVATION DRIVE); THENCE ALONG SAID CENTERLINE EAST 26.00 FEET; THENCE NORTH 30.00 FEET; THENCE EAST 64.00 FEET; THENCE NORTH 288.49 FEET;

ALSO A PARCEL OF LAND SITUATE IN LOT 19 OF THE REPLAT OF LOTS 13, 14, 15, 16, AND 18 OF GOLDEN MEADOWS BUSINESS PARK, WHICH BEGINS AT A POINT WHICH BEARS NORTH 00 DEGREES 01 MINUTES 00 SECONDS WEST 388.48 FEET; THENCE AGAIN WEST 149.00 FEET FROM THE SOUTHEAST CORNER OF SAID LOT 19 AND RUN THENCE WEST 66.00 FEET; THENCE NORTH 18.00 FEET; THENCE EAST 66.00 FEET; THENCE SOUTH 18.00 FEET TO THE TRUE POINT OF BEGINNING. EXCEPTING FROM THE ABOVE DESCRIBED EASEMENT PARCELS ANY PART THAT LIES WITHIN PARCEL A DESCRIBED HEREIN, COUNTY OF LARIMER, STATE OF COLORADO.

## PARCEL C:

A SIX-FOOT WIDE EASEMENT SITUATE IN LOT 19 OF THE REPLAT OF LOTS 13, 14, 15, 16, AND 18, GOLDEN MEADOWS BUSINESS PARK, THE CENTERLINE OF WHICH EASEMENT IS DESCRIBED AS FOLLOWS:

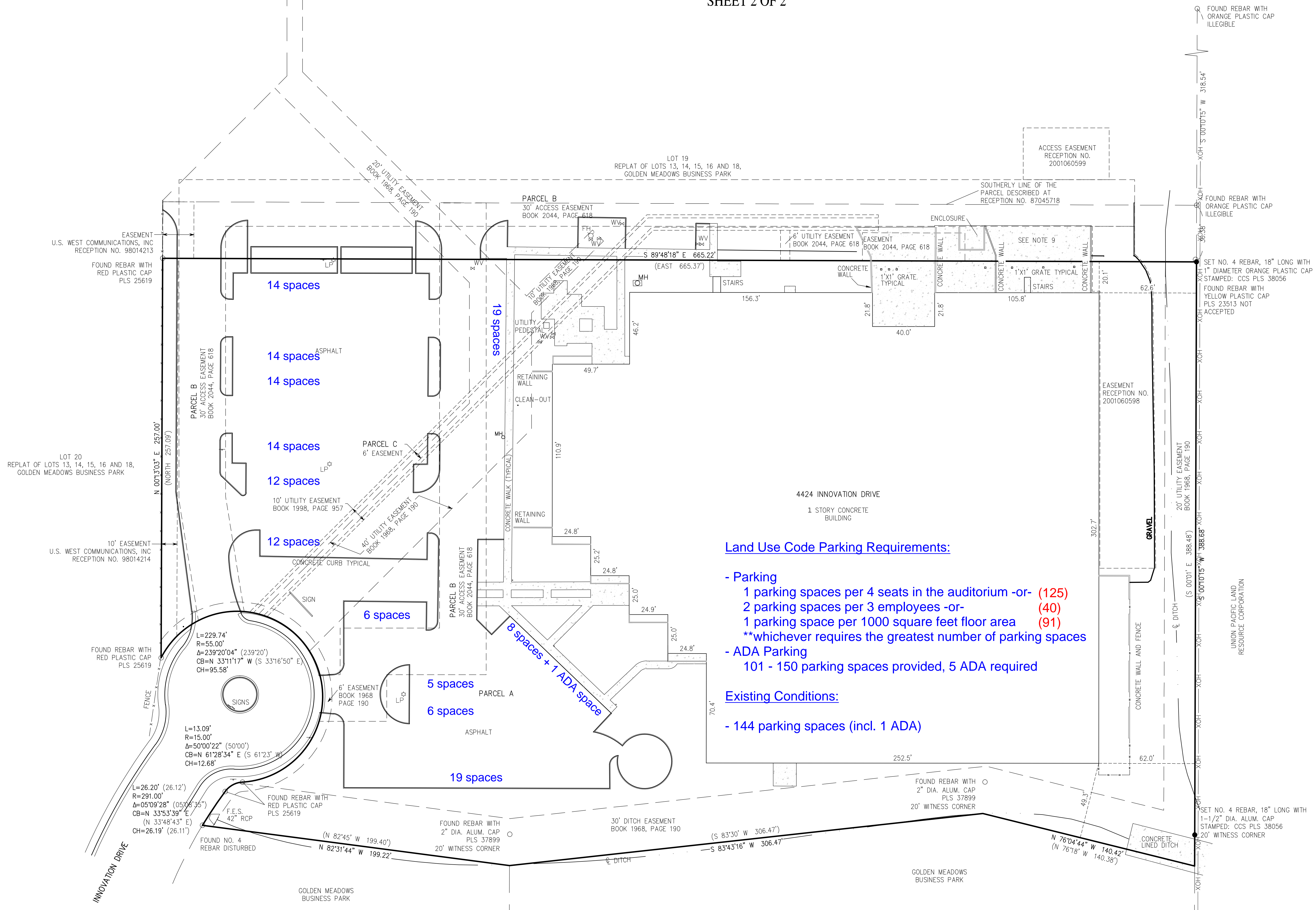
BEGINNING AT A POINT ON THE NORTHERLY BOUNDARY OF THE CUL-DE-SAC ON INNOVATION DRIVE WHICH BEARS NORTH 65 DEGREES 22 MINUTES 00 SECONDS EAST 68.17 FEET FROM THE POINT WHERE THE WESTERLY LINE OF SAID LOT 19 INTERSECTS THE CUL-DE-SAC ON INNOVATION DRIVE AND RUN THENCE ALONG SAID CENTERLINE NORTH 45 DEGREES 00 MINUTES 00 SECONDS EAST 357.03 FEET; THENCE EAST 146.89 FEET TO THE END OF THE EASEMENT

ALSO A SIX-FOOT WIDE EASEMENT SITUATE IN LOT 19 OF THE REPLAT OF LOTS 13, 14, 15, 16, AND 18, GOLDEN MEADOWS BUSINESS PARK, FOR AN UNDERGROUND GAS LINE AS THE SAME IS NOW LOCATED, WHICH SAID EASEMENT BEGINS AT A POINT WHICH BEARS NORTH 00 DEGREES 01 MINUTES 00 SECONDS WEST 388.48 FEET, AND AGAIN WEST 264.00 FEET FROM THE SOUTHEAST CORNER OF LOT 19, AND RUN THENCE ALONG THE CENTERLINE OF SAID EASEMENT, NORTH 21 FEET, MORE OR LESS, TO THE ABOVE DESCRIBED GAS LINE EASEMENT. EXCEPTING FROM THE ABOVE DESCRIBED EASEMENT PARCELS ANY PART THAT LIES WITHIN PARCEL A DESCRIBED HEREIN, COUNTY OF LARIMER, STATE OF COLORADO.



# ALTA/NSPS LAND TITLE SURVEY

A PART OF LOT 19, OF THE REPLAT OF LOTS 13, 14, 15, 16 AND 18, OF GOLDEN MEADOWS BUSINESS PARK  
 A PART OF THE SOUTHWEST QUARTER OF SECTION 31, TOWNSHIP 7 NORTH, RANGE 68 WEST OF THE SIXTH PRINCIPAL MERIDIAN  
 CITY OF FORT COLLINS, COUNTY OF LARIMER, STATE OF COLORADO  
 SHEET 2 OF 2

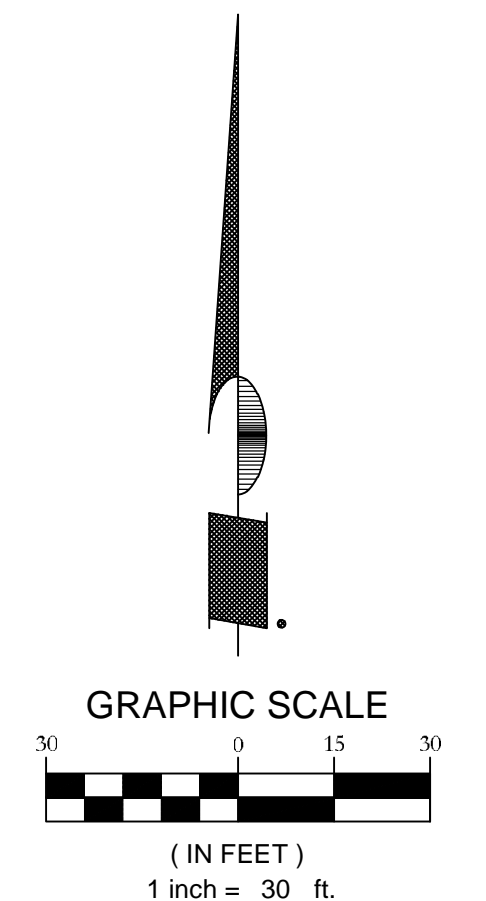


**Land Use Code Parking Requirements:**

- Parking
  - 1 parking spaces per 4 seats in the auditorium -or- (125)
  - 2 parking spaces per 3 employees -or- (40)
  - 1 parking space per 1000 square feet floor area (91)
  - \*\*whichever requires the greatest number of parking spaces
- ADA Parking
  - 101 - 150 parking spaces provided, 5 ADA required

**Existing Conditions:**

- 144 parking spaces (incl. 1 ADA)



**LEGEND**

- MH MANHOLE
- ⊗ WATER VALVE
- ⊙ LIGHT POLE
- UTILITY PEDESTAL
- ⊕<sub>TH</sub> FIRE HYDRANT
- SIGN
- XOH— OVERHEAD POWER



PROJECT NO.: CCS-GEN\16GEN11\ALTA



September 23, 2016

Shelby Hinchliff  
Neenan Architecture  
3325 S Timberline Rd  
Suite 100  
Fort Collins, CO 80525

**Re:** 4424 Innovation Dr. - Charter School

**Description of project:** This is a request to locate a state charter school at 4424 Innovation Dr. (parcel #8731408023). Minimal modifications to the exterior of the building are being proposed. The school will also retain the parking lot in its existing configuration. The site is located in the Harmony Corridor (HC) zone district. This proposal will be subject to Site Plan Advisory Review (SPAR).

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](mailto:cfrickey@fcgov.com).

**Comment Summary:**

**Department: Zoning**

**Contact:** Marcus Glasgow, 970-416-2338, [mglasgow@fcgov.com](mailto:mglasgow@fcgov.com)

1. LUC 3.2.2(K)(5) ADA parking spaces required- 5  
At least once space must be van accessible.
2. LUC 3.2.2(C)(4) Bicycle parking requirements- 1 space per 3,000 sq ft of building space.

**Department: Water-Wastewater Engineering**

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

1. There appear to be no changes in water or sewer service with this proposal. Please contact Water Utilities Engineering if that changes.

**Department: Traffic Operations**

**Contact:** Nicole Hahn, 970-221-6820, [nhahn@fcgov.com](mailto:nhahn@fcgov.com)

1. Given the size of this development a traffic study is warranted. A study should address the transportation impacts of this use and of specific concern and interest would be an operational plan for pick up and drop off. We are currently experiencing transportation issues in this area related to the three other schools in close proximity. We would like to work with you to help coordinate start and end times to help mitigate this issue. The traffic study should also address circulation and parking. Please have your traffic engineer contact me to



help scope the traffic study.

2. Connection and/or extension of the Power Trail along the eastern property line would be an important connection for kids wanting to bike or walk to school. Further coordination with the parks department would be a good first step.

**Department: Technical Services**

**Contact: Jeff County, 970-221-6588, [jcounty@fcgov.com](mailto:jcounty@fcgov.com)**

1. As of January 1, 2015 all development plans are required to be on the NAVD88 vertical datum. Please make your consultants aware of this, prior to any surveying and/or design work.

**Department: Stormwater Engineering**

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

1. No improvements or increases in impervious area are indicated in the application, so please contact the Water Utilities Engineering if this changes.

**Department: Fire Authority**

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

1. PUBLIC-SAFETY RADIO AMPLIFICATION SYSTEM TEST  
> IFC 510 & 1103.2: New & existing buildings 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.
2. AUTOMATIC FIRE SPRINKLER SYSTEM (Group E)  
> IFC 903.2.3: An automatic sprinkler system shall be provided throughout all Group E fire areas greater than 12,000 square feet in area.

Modifications to the existing automatic fire sprinkler system are required under a separate permit. Please contact Assistant Fire Marshal, Joe Jaramillo with any fire sprinkler related questions at 970-416-2868.

3. FIRE ALARM AND DETECTION SYSTEMS (Group E)  
> IFC 907.2.3: A manual fire alarm system that initiates the occupant notification signal utilizing an emergency voice/alarm communication system meeting the requirements of Section 907.5.2.2 and installed in accordance with Section 907.6 shall be installed in Group E occupancies. When automatic sprinkler systems or smoke detectors are installed, such systems or detectors shall be connected to the building fire alarm system. With Exceptions.
4. WATER SUPPLY  
Hydrant spacing and flow must meet minimum requirements based on type of occupancy. Hydrants are required to be on 600' centers. The current spacing between the hydrant (at Innovation and College) and the one on the NW corner of the existing building is over 1,000'. Another hydrant would be required in the area of the roundabout in order to meet maximum separation distances. Code language provided below.  
  
> IFC 507.5 and PFA Policy: 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.
5. FIRE LANES  
Fire access is required to within 150' of all exterior portions of any building, or facility as measured by an approved route around the perimeter. As this pertains to the proposed site, fire lanes appear to be necessary on the west, north and east sides of the building. Any private private drive serving as a fire lane shall be dedicated as an Emergency Access

Easement (EAE) and be designed to standard fire lane specifications.

If an EAE has not been previously dedicated for this site, one will be required at this time which allows full perimeter access. Code language and fire lane specifications provided below.

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

## 6. FIRE LANE SPECIFICATIONS

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

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

## 7. KEY BOXES REQUIRED

A minimum of two key boxes will be required for a building of this size and occupancy. Knox Box size and locations to be determined at time of building permit.

> IFC 506.1 and Poudre Fire Authority Bureau Policy 88-20: Poudre Fire Authority requires at least one key box ("Knox Box") to be mounted in an approved, exterior location (or locations) on every new or existing building equipped with a required fire sprinkler or fire alarm system. The box shall be positioned 3 to 7 feet above finished floor and within 10 feet of the front door, or closest door to the fire alarm panel. Exception can be made by the PFA if it is more logical to have the box located somewhere else on the structure. Knox Box size and location(s) to be determined by time of final CO.

**Department: Environmental Planning**

**Contact: Stephanie Blochowiak, 970-416-4290, [sblochowiak@fcgov.com](mailto:sblochowiak@fcgov.com)**

1. Generally, an Ecological Characterization Study (ECS) is required by City of Fort Collins Land Use Code (LUC) Section 3.4.1 (D)(1) as the site is within 500 feet of a known natural habitat (irrigation ditch and associated habitat; certified natural area). The buffer zone standard is a minimum of 50 feet for any irrigation ditch serving as a wildlife corridor. Based on site conditions including no proposed external changes to the site (only changes to the use and to the internal remodel of the building), the ECS requirement is waived.
2. Please include the Limits of Development on the site plan in association with the irrigation ditch on the southern portion of the site. i.e. no encroachment or proposed changes into the

area beyond what is the existing condition.

3. If lighting updates or changes are proposed now or in the future please note that in regard to luminaires and especially LED fixtures, cooler color temperatures are harsher at night and cause more disruption to circadian (biological) rhythms for both humans and wildlife. Please consider a warmer color temperature (warm white, 3000K or less) for your LED light fixtures. Please also consider fixtures with dimming capabilities so that light levels can be adjusted as needed. Site light sources shall be fully shielded and down-directional to minimize up-light, light spillage and glare [see LUC 3.2.4(D)(3)]. For further information regarding health effects please see: <http://darksky.org/ama-report-affirms-human-health-impacts-from-leds/>
4. If landscape plans are updated in the future note City of Fort Collins Land Use Code [Section 3.2.1 (E)(3)], requires that to the extent reasonably feasible, all plans be designed to incorporate water conservation materials and techniques. This includes use of low-water-use plants and grasses in landscaping or re-landscaping and reducing bluegrass lawns as much as possible. Native plants and wildlife-friendly (ex: pollinators; songbirds) landscaping and maintenance are also encouraged. Please refer to the Fort Collins Native Plants document available online and published by the City of Fort Collins Natural Areas Department for guidance on native plants; the link is: <http://www.fcgov.com/naturalareas/pdf/nativeplants2013.pdf>.
5. If landscape plans are updated in the future note LUC Section 3.2.1(C) requiring 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](mailto:tbuchanan@fcgov.com)) to determine the status of the existing trees and any mitigation requirements that could result from the proposed development.
6. If tree mitigation is necessary, please include the following note on the tree mitigation plan and/or landscape plan, as appropriate: "All tree removal shown shall be completed outside of the songbird nesting season (Feb 1 - July 31) or a survey will be conducted of the trees to be removed to ensure that no active nests are present."
7. Our city has an established identity as a forward-thinking community that cares about the quality of life it offers its citizens now and generations from now. Thus, the City of Fort Collins has many sustainability programs and goals that may benefit this project. Of particular interest may be the:

1) ClimateWise program: [fcgov.com/climatewise/](http://fcgov.com/climatewise/)

2) Zero Waste Plan and the Waste Reduction and Recycling Assistance Program (WRAP): [fcgov.com/recycling/pdf/\\_20120404\\_WRAP\\_ProgramOverview.pdf](http://fcgov.com/recycling/pdf/_20120404_WRAP_ProgramOverview.pdf), contact Caroline Mitchell at 970-221-6288 or [cmtichell@fcgov.com](mailto:cmtichell@fcgov.com)

3) Green Building Program: [fcgov.com/enviro/green-building.php](http://fcgov.com/enviro/green-building.php), contact Tony Raeker at 970-416-4238 or [traeker@fcgov.com](mailto:traeker@fcgov.com)

4) Solar Energy: [www.fcgov.com/solar](http://www.fcgov.com/solar), contact Norm Weaver at 970-416-2312 or [nweaver@fcgov.com](mailto:nweaver@fcgov.com)

5) Integrated Design Assistance Program: <http://fcgov.com/idap>, contact Gary Schroeder at 970-224-6003 or [gshroeder@fcgov.com](mailto:gshroeder@fcgov.com)

6) Nature in the City Strategic Plan: <http://www.fcgov.com/natureinthecity/>, contact Justin Scharon at 970-221-6213 or [jscharon@fcgov.com](mailto:jscharon@fcgov.com)

7) Urban Agriculture: <http://www.fcgov.com/urbanagriculture>, contact Spencer Branson at



970-224-6086 or sbranson@fcgov.com. In addition, the Northern Colorado Food Cluster is sponsored and supported by the City of Fort Collins. The executive Director, Brad Christensen, can be reached at director@nocofoodcluster.org.

Please consider City sustainability goals and ways this development can engage with these efforts. Let me know if I can help connect you to these programs.

**Department: Engineering Development Review**

**Contact: Katie Andrews, 970-221-6501, [kandrews@fcgov.com](mailto:kandrews@fcgov.com)**

1. Larimer County Road Impact Fees and Street Oversizing Fees are due at the time of building permit. Please contact Matt Baker at 224-6108 if you have any questions.
2. The City's Transportation Development Review Fee (TDRF) is due at the time of submittal. For additional information on these fees, please see:  
<http://www.fcgov.com/engineering/dev-review.php>
3. Any damaged curb, gutter and sidewalk existing prior to construction, as well as streets, sidewalks, curbs and gutters, destroyed, damaged or removed due to construction of this project, shall be replaced or restored to City of Fort Collins standards at the Developer's expense prior to the acceptance of completed improvements and/or prior to the issuance of the first Certificate of Occupancy. All public sidewalk, driveways and ramps existing or proposed adjacent or within the site need to meet ADA standards, if they currently do not, they will need to be reconstructed so that they do meet current ADA standards as a part of this project.
4. Any public improvements must be designed and built in accordance with the Larimer County Urban Area Street Standards (LCUASS). They are available online at:  
<http://www.larimer.org/engineering/GMARdStds/UrbanSt.htm>
5. This project is responsible for dedicating any right-of-way and easements that are necessary or required by the City for this project. Most easements to be dedicated need to be public easements dedicated to the City.
6. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
7. As of January 1, 2015 all development plans are required to be on the NAVD88 vertical datum. Please make your consultants aware of this, prior to any surveying and/or design work.
8. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
9. LCUASS parking setbacks (Figure 19-6) apply and will need to be followed depending on parking design.
10. 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.
11. 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.
12. Doors are not allowed to open out into the right-of-way.
13. 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.

14. 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: Tyler Siegmund, 970-416-2772, [tsiegmund@fcgov.com](mailto:tsiegmund@fcgov.com)**

1. Light and Power has electric facilities along the west side of the railroad tracks adjacent to the site. The existing service feeding the building is a 3phase electric electrical service.
2. 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.
3. Do you anticipate any changes to your electric service?
4. Please contact Tyler Siegmund at Light & Power Engineering if you have any questions at 970.416.2772. Please reference our policies, construction practices, development charge processes, and use our fee estimator at <http://www.fcgov.com/utilities/business/builders-and-developers>

**Planning Services**

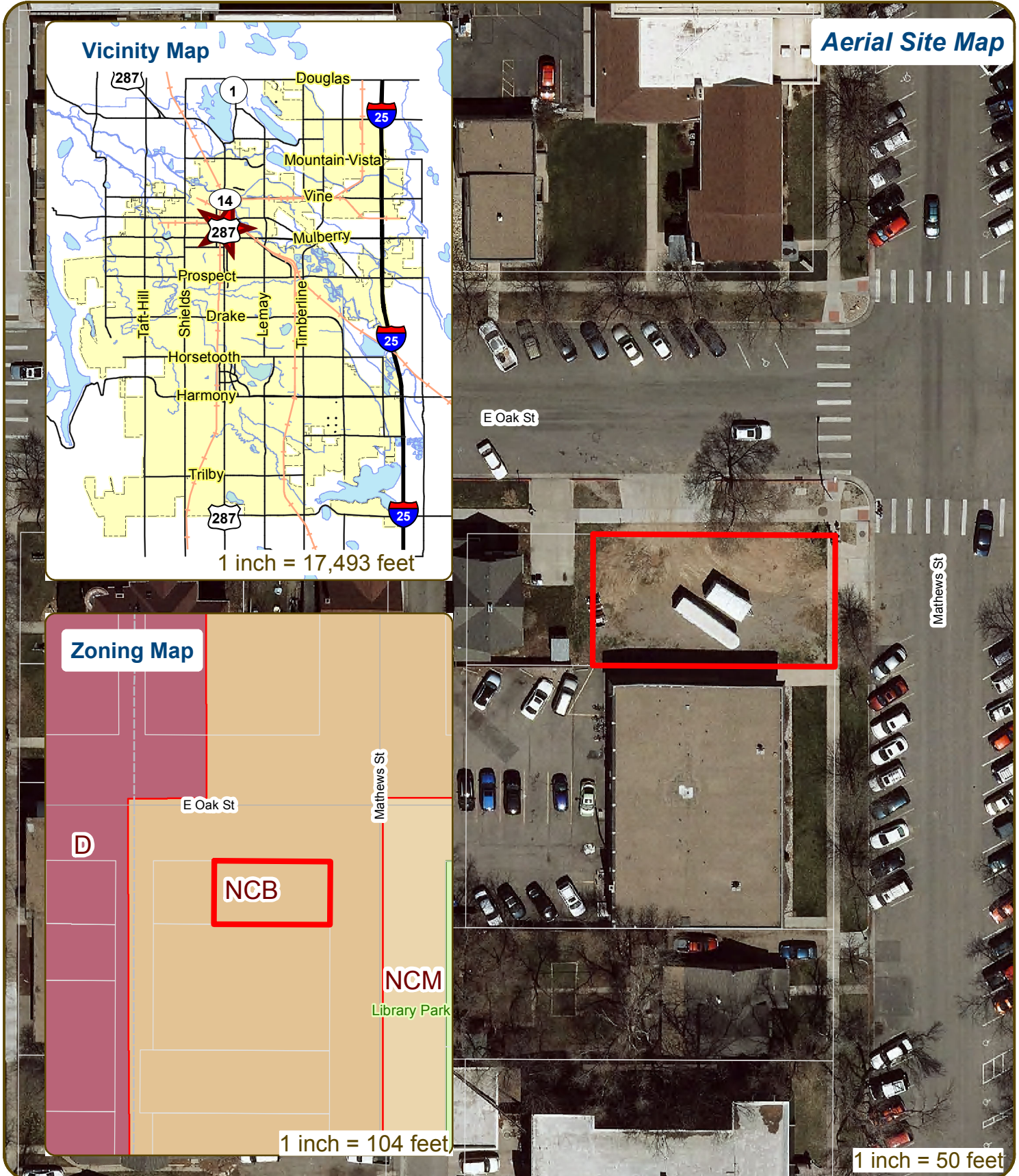
**Contact: Clay Frickey, 970-224-6045, [cfrickey@fcgov.com](mailto:cfrickey@fcgov.com)**

1. Any replat to this property would go through the City's development review process. A replat would be subject to the Minor Subdivision process, which is a process where staff is the decision maker. Please let me know if you end up wanting to replat and I can guide you through that process.
2. Please submit some sort of diagram illustrating how traffic will flow through the property. Staff wants to ensure that traffic impacts to the neighboring properties are mitigated.
3. Land Use Code section 3.6.4(C) contains information about traffic studies.
4. 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.
5. Please see the Development Review Guide at [www.fcgov.com/drg](http://www.fcgov.com/drg). This online guide features a color coded flowchart with comprehensive, easy to read information on each step in the process. This guide includes links to just about every resource you need during development review.
6. 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>.

7. 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.
8. Please see the Submittal Requirements and Checklist at:  
<http://www.fcgov.com/developmentreview/applications.php>.
9. 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.
10. When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.



# 221 E Oak St. Mixed-use



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) \_\_\_\_\_

\_Robert and Laurie Davis, Owners/Architects\_\_\_\_\_

Business Name (if applicable) \_Davis Davis Architects\_\_\_\_\_

Your Mailing Address \_\_141 S. College Ave. Suite 102, Fort Collins, CO 80526\_\_\_\_\_

Phone Number \_\_970.482.1827\_\_\_\_\_ Email Address \_\_rdavis@davisdavisarch.com\_\_\_\_\_

Site Address or Description (parcel # if no address) \_\_221 E. Oak Street, Fort Collins CO\_\_\_\_\_

Description of Proposal (attach additional sheets if necessary) \_\_\_\_\_

\_\_\_Mixed use net zero building containing commercial and residential occupancies\_\_\_\_\_

Proposed Use \_mixed use\_\_\_\_\_ Existing Use \_\_vacant, used to park carriages\_\_\_\_\_

Total Building Square Footage \_\_\_\_9200\_\_ S.F. Number of Stories \_\_3\_\_ Lot Dimensions \_50x92.2\_\_\_\_\_

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 \_\_\_\_\_ 2720 sf of floor plate\_\_\_\_\_ (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?



- EXISTING AND PROPOSED 3-STORY BUILDINGS
- EXISTING AND PROPOSED 4-STORY BUILDINGS

- PARKING GARAGE
- 1-STORY CHURCH
- 1-STORY COMMERCIAL
- 1.5-STORY HOUSE
- 2-STORY APARTMENTS
- 3-STORY MIXED USE (UNDER CONSTRUCTION)
- 3-STORY APARTMENTS
- 3-STORY TOWNHOME DEVELOPMENT (UNDER CONSTRUCTION)



- 4-STORY APARTMENTS
- 1-STORY CHURCH
- LIBRARY PARK
- OLD TOWN LIBRARY
- COMMUNITY CENTER
- 1-STORY HISTORIC STRUCTURES



## Project Goals

Under the umbrella principles of the Living Building Challenge, we are energized to create a demonstration case building that will be a benchmark for sustainable development in Fort Collins. Our hope is to be supported by the City of Fort Collins in this project by assistance with our energy goals through the Utilities Integrated Design Assistance Program (IDAP) and by the granting of modifications to the Land Use Code that will allow us to succeed with this project. We believe this project's goals are in line with the soon-to-be adopted Downtown Plan, especially in implementation of the Climate Action Plan (CAP).

We strive for an authentic materiality and form that answers the call of our time. True to the tenants of sustainable architecture, our building will be embedded in place, have a long life through it's loose fit, and will be low on energy use, but high performance. We have explored, and will continue to, explore design and implementation strategies to reach the NZEB goal including passive design such as building siting and massing, and active design, such as a very efficient building envelope, photovoltaics, and highly efficient HVAC systems. These are the critical challenges of a living building in a living city today, especially in light of global warming. This is our context. Today, many buildings aim to "relate" to context by attempting to apply historic styles or details. What results is a pastiche of paper-thin architecture layered on ad hoc with no real soul or added value. We believe it reflects poorly on our era to have a regressive, not progressive vision. Therefore, our desire is not to ape history, but to participate in history with the sustainable and authentic goals of this project.

## Project Scope

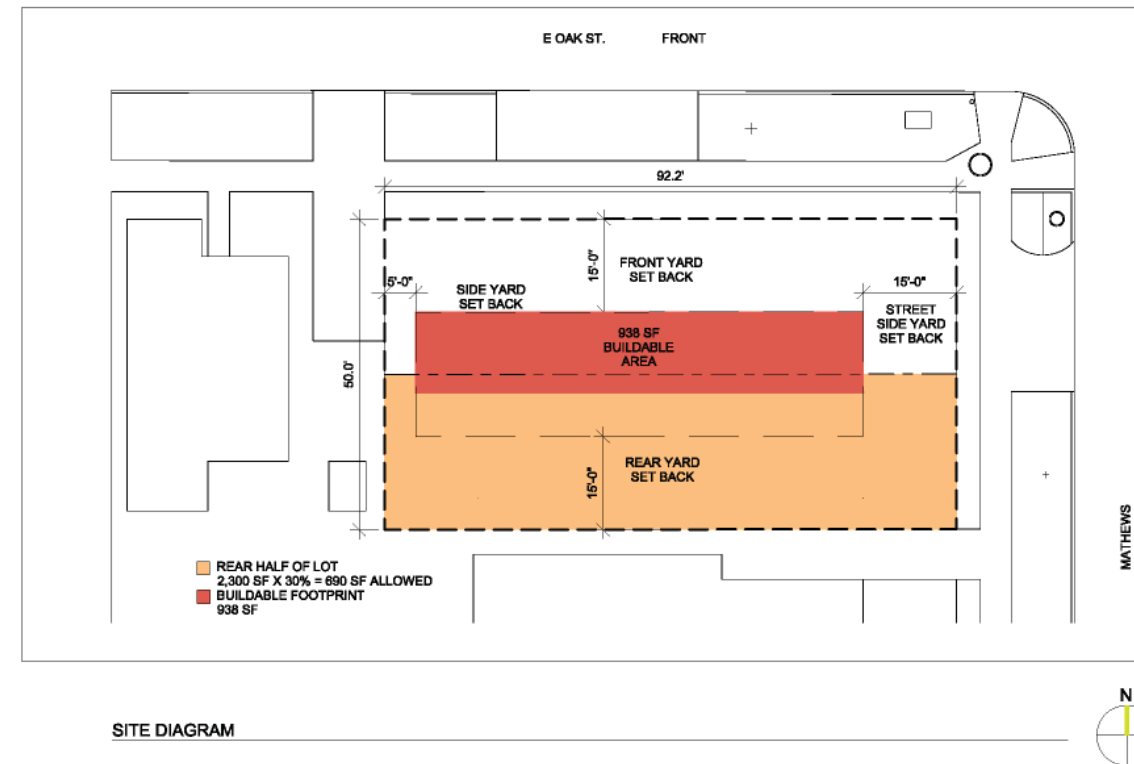
Our proposal is for a mixed use, three (3) story, four (4) unit residential/commercial project. The lot is 92' x 50' yielding 4,600 SF. The site is vacant, having been formerly an auto garage some 40 years ago. It is in the Neighborhood Conservation Buffer (NCB), bordering the Downtown District. The size of the site creates hardship in many ways and makes the lot difficult to improve to a maximized potential by the current density, setback and parking requirements established by the Land Use Code (LUC). It is our intent to outline our goals for the project and where we believe we need modifications to the LUC in order to accomplish this project.

## Modifications to the Land Use Code Requested

1. Density: Although the site is in NCB zone bordering the Downtown Zone, the current density is 1:1. We propose to build a density of approximately 2:1 or 9,200 SF.

Based on what densities we see proposed in the Downtown Plan, this is a reasonable request for this zone. In addition, precedents that are currently in development in this zone are at this density.

2. Setbacks and Allowable Floor Area on Rear Half of Lot: If we apply the setbacks and the allowable floor area on rear half of lot standards, we end up with a buildable footprint 13' x 72' as shown in this diagram.



We propose to build to the lot line on Oak and Mathews street because pedestrian friendly street design in the Urban Center zone is best when buildings are close to the street. This puts the building approximately 20' from curb edge allowing for 4' of landscape, 5' of sidewalk and 11' of tree parkway.

In addition this location at the north property line provides us with ample solar access at the south property line, even with future 3 story development at the southern property line.

3. Parking: In order to support a reduction in our carbon footprint and encourage human powered living, we are requesting a reduction in the required parking spaces for the four units.

Option 1: (shown) We propose to provide one EV charging station but no other parking on site. In lieu of a parking spot, we will offer an alternative parking compliance measure such as one prepaid spot per unit in the Old Town Parking garage that is 300 feet away.

Option 2: We propose 3 parking spaces, which is .75 parking spaces per unit, one of which is an EV charging station. No parking for the first floor commercial space of 1,800 SF.

Option 3: We propose to form a cooperative for shared ownership of two EVs to be parked on site to be shared by the owners.

Two other items related to parking:

1. We are proposing to close the curb cut on Oak Street, which will provide up to three (3) more on street parking spaces.

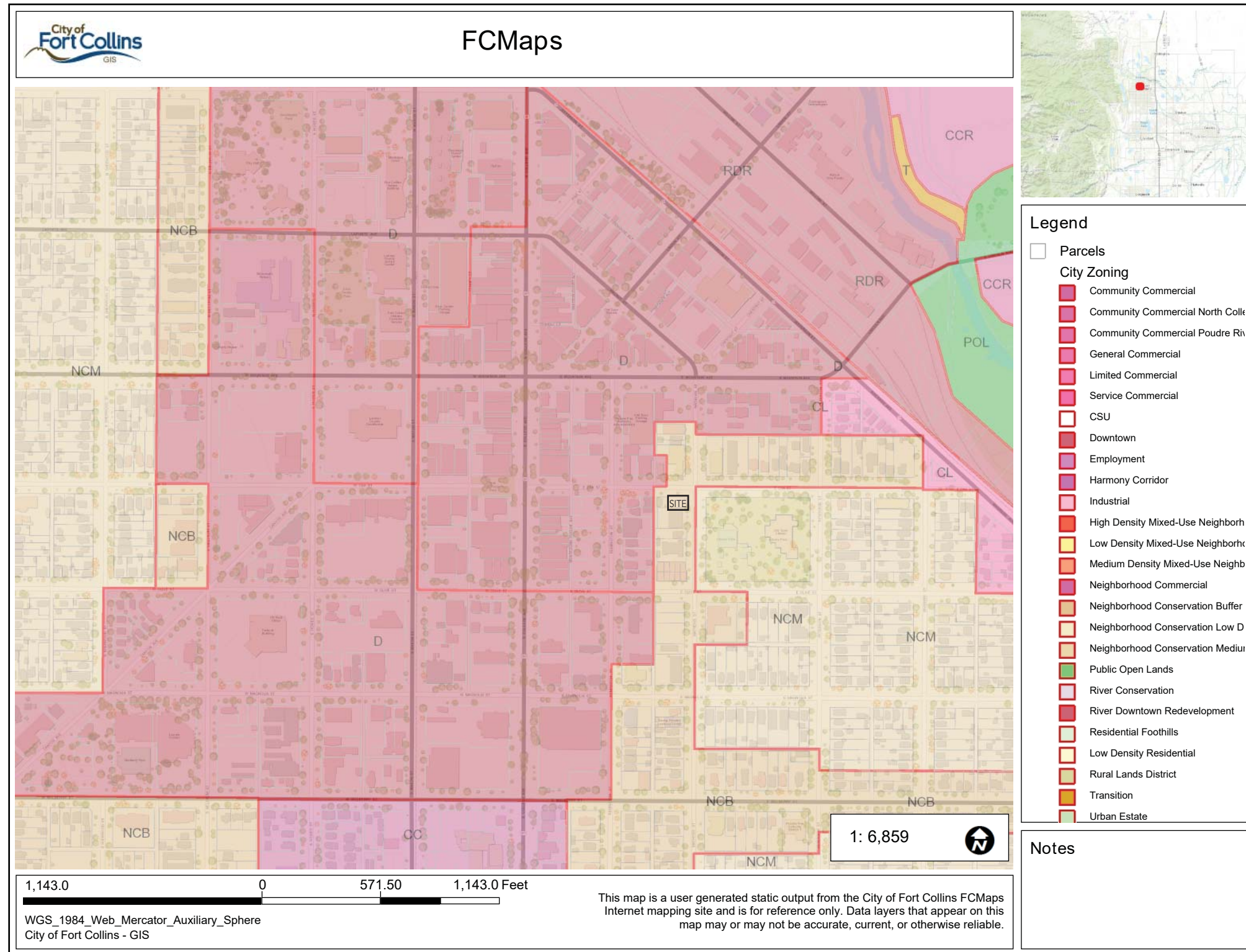
2. We propose a relocation of the curb cut on Mathews to provide a minimum of a fifteen (15) foot driveway to service the parking. We feel minimum width is in keeping with the pedestrian and urban scale of Old Town.

# Land Use Code and Zoning Context

## 221 Oak Street Net Zero Mixed Use

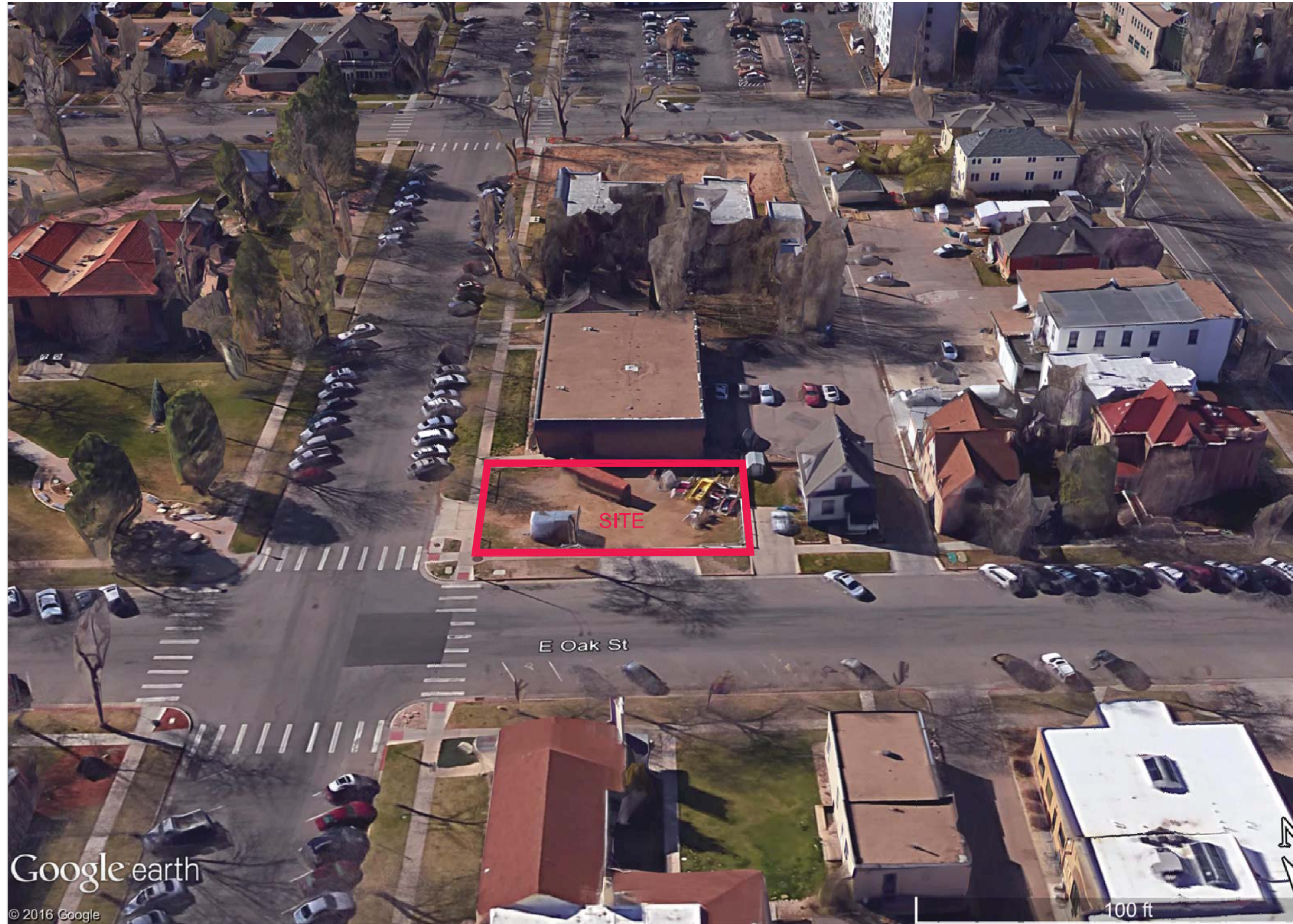
Fort Collins, CO

Conceptual Design Review





## Existing Site Conditions



### 221 Oak Street Net Zero Mixed Use

Fort Collins, CO

Conceptual Design Review

VIEW FROM THE NORTH



OAK STREET ELEVATION



MATHEWS STREET ELEVATION





OAK STREET ELEVATION

**Enlarged  
Street Context**

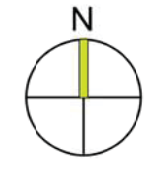
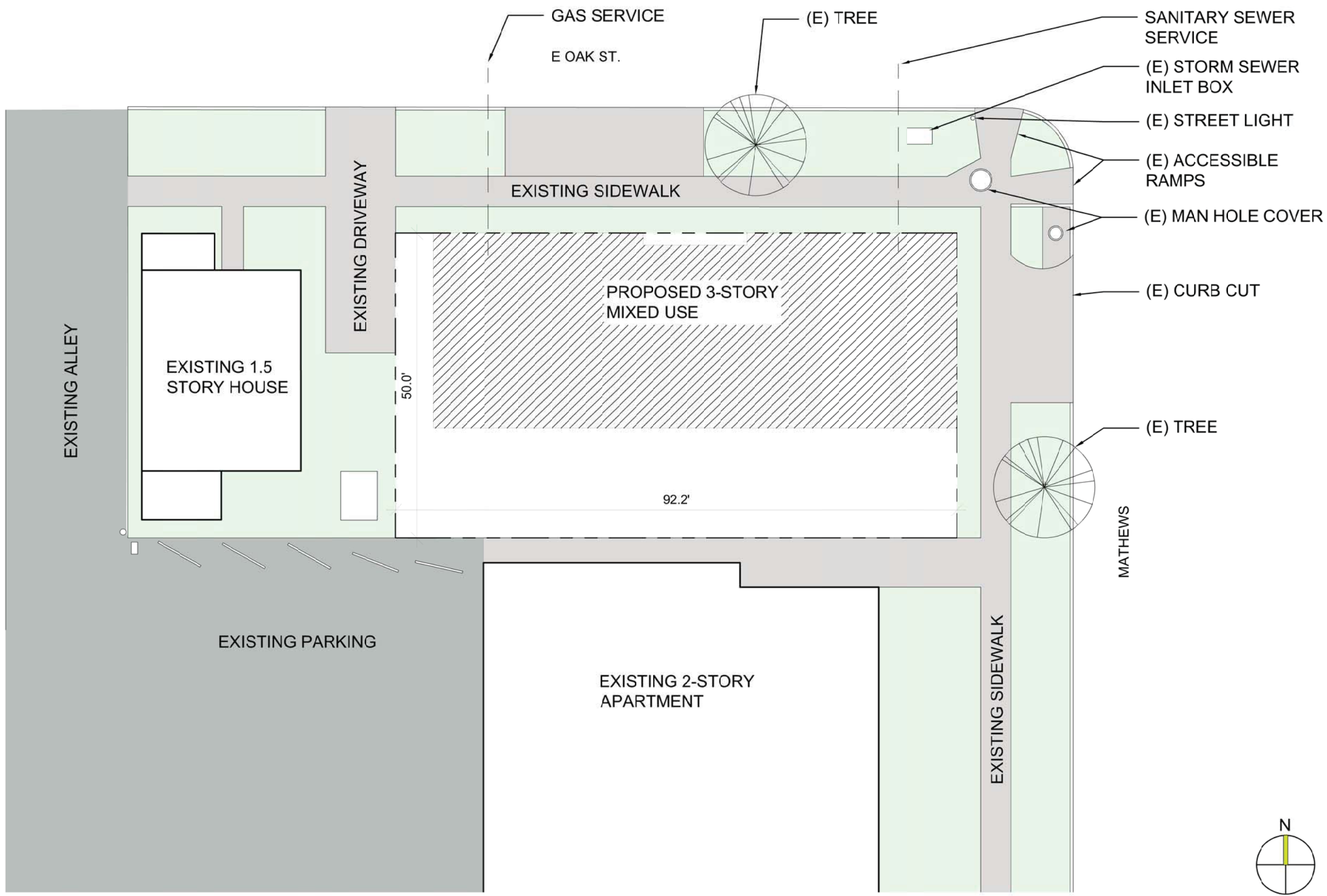


MATHEWS STREET ELEVATION

**221 Oak Street Net Zero Mixed Use**

Fort Collins, CO  
Conceptual Design Review

Site Plan



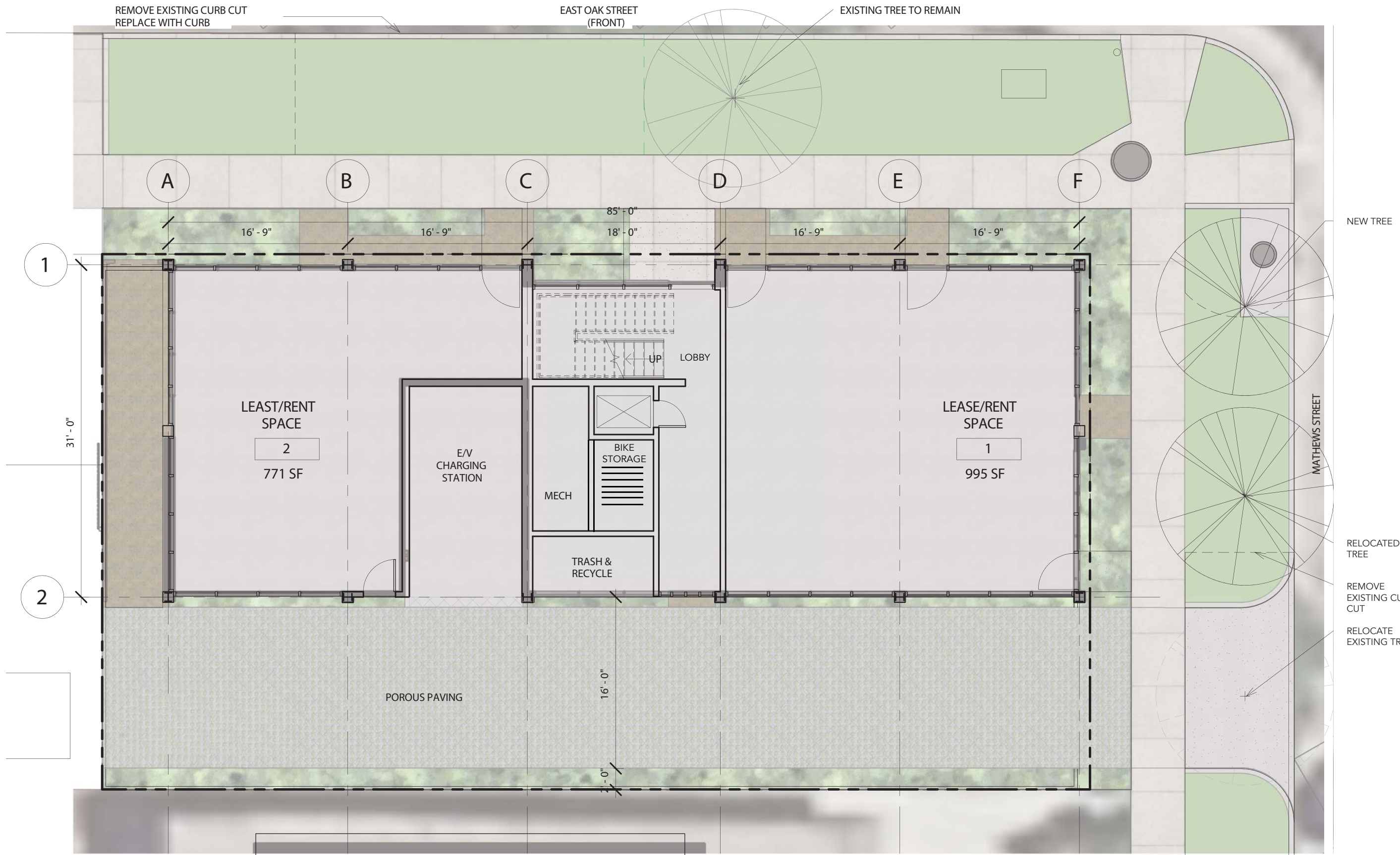
SITE PLAN  
 $\frac{1}{16}'' = 1'-0''$

221 Oak Street Net Zero Mixed Use

Fort Collins, CO  
 Conceptual Design Review



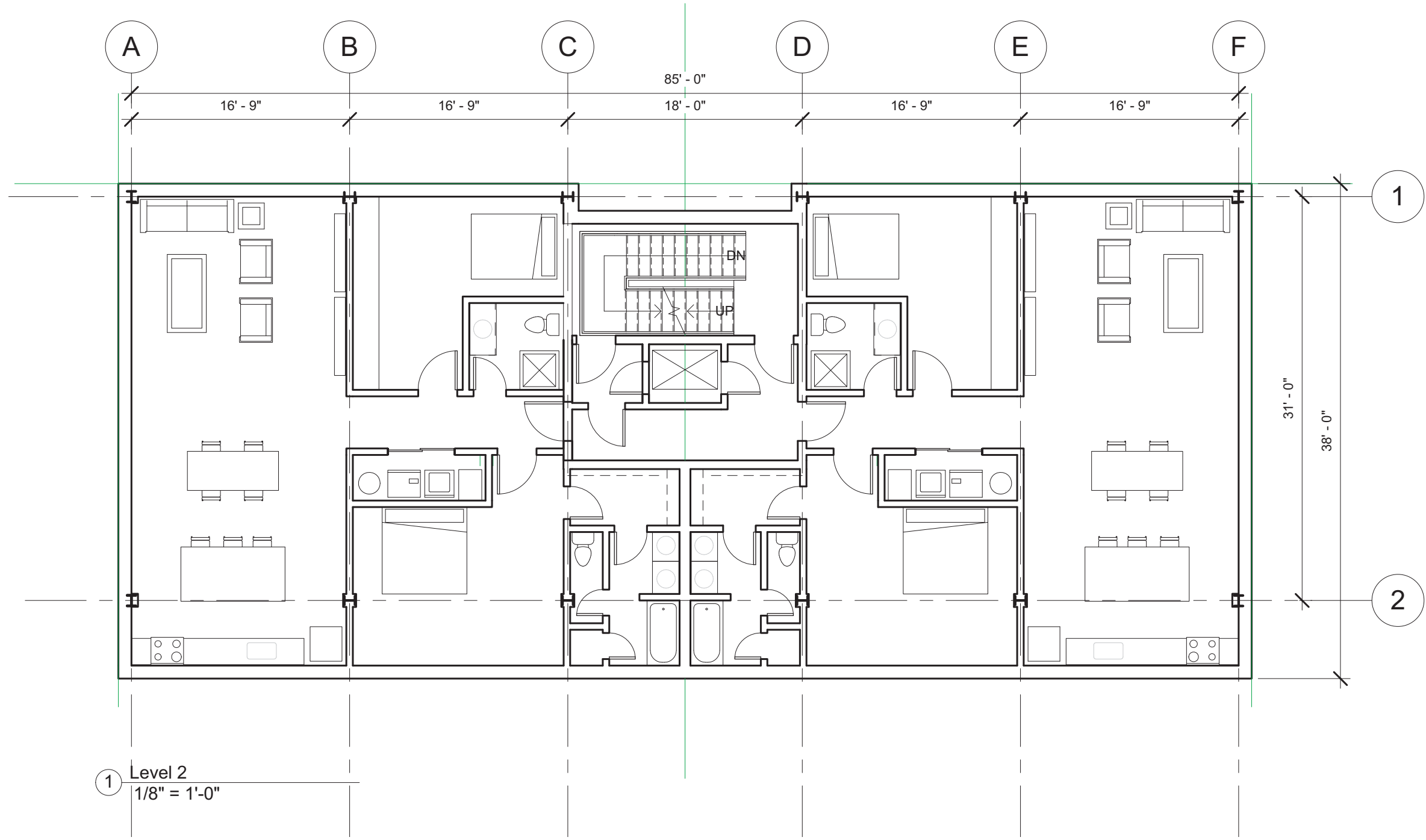
**Site and  
First Floor Plan**



**221 Oak Street Net Zero Mixed Use**

Fort Collins, CO

Conceptual Design Review



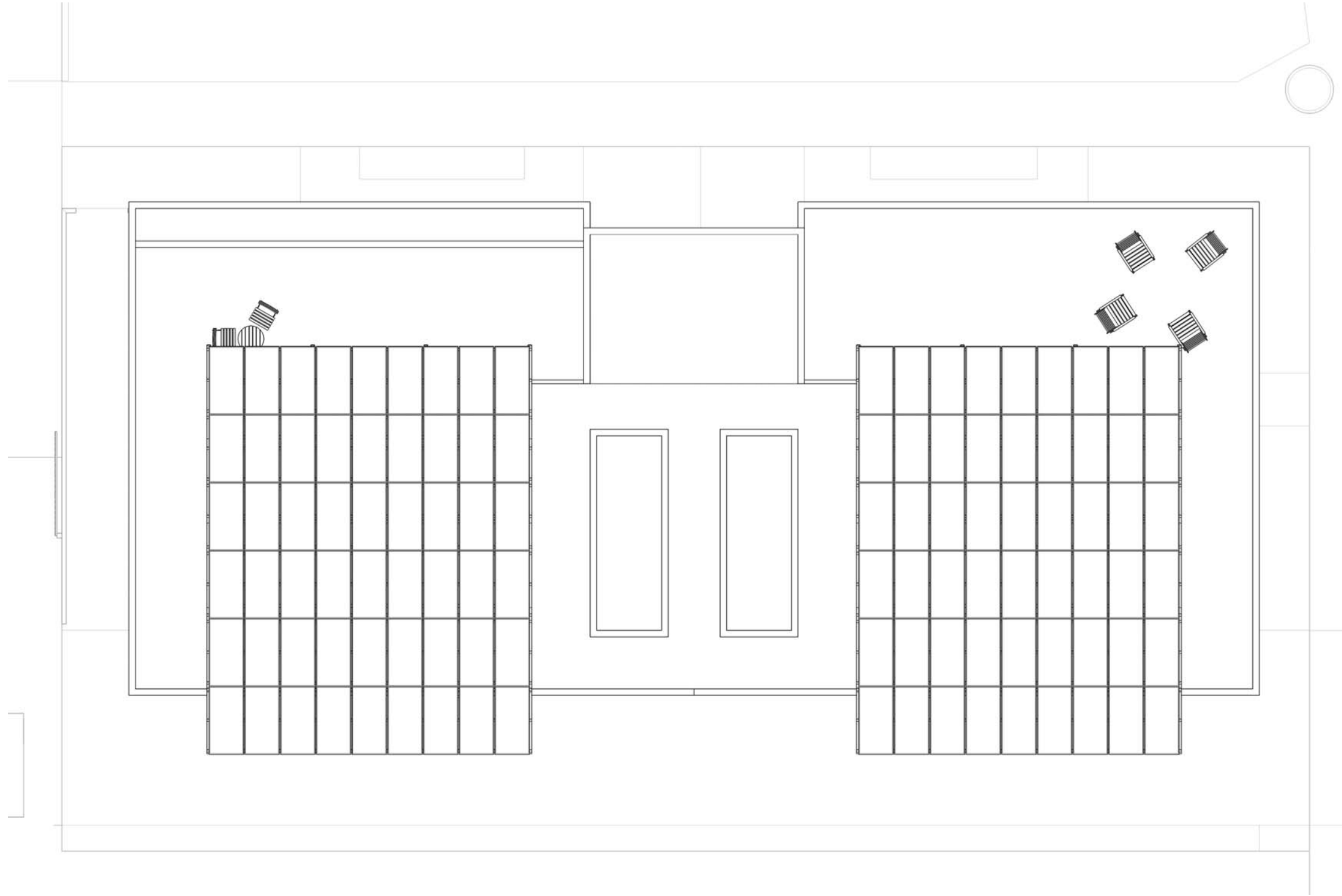
**Second and  
Third Floor Plan**

**221 Oak Street Net Zero Mixed Use**

Fort Collins, CO

Conceptual Design Review





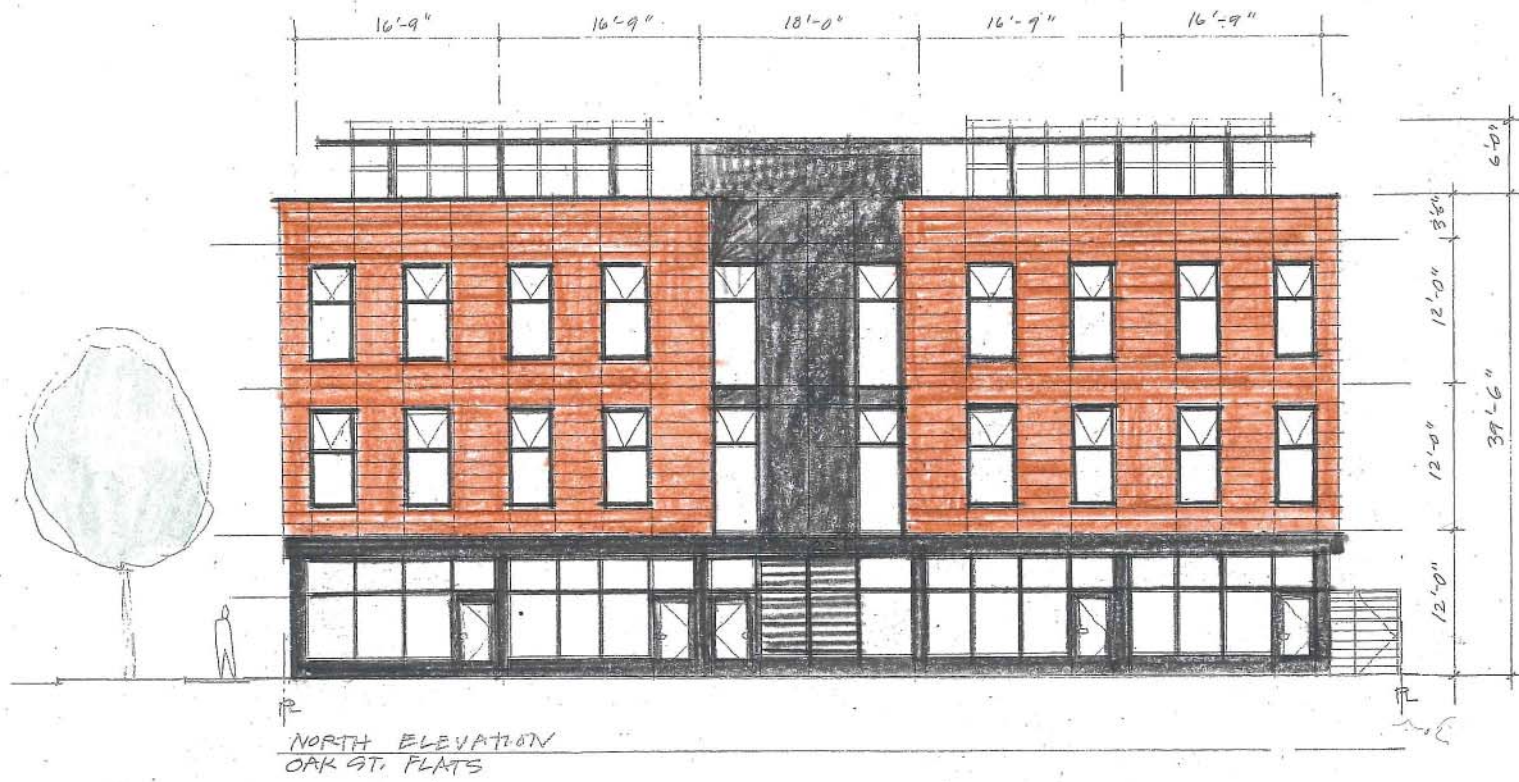
# Roof Plan

## 221 Oak Street Net Zero Mixed Use

Fort Collins, CO

Conceptual Design Review

**Elevations**  
**1/16" = 1'-0"**



**221 Oak Street Net Zero Mixed Use**

Fort Collins, CO

Conceptual Design Review





September 23, 2016

Robert Davis  
Davis Davis Architects  
141 S College Ave  
Suite 102  
Fort Collins, CO 80526

**Re:** 221 E Oak St. - Mixed-use

**Description of project:** This is a request to build a mixed-use building at 221 E Oak St. (parcel #9712320020). The proposed 3-story building will be a net zero development. One parking space is proposed on-site with the rest accommodated at the Mountain Ave. parking garage. The site is located in the Neighborhood Conservation, Buffer (NCB) zone district. This proposal will be subject to Planning & 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, Clay Frickey, at 970-224-6045 or [cfrickey@fcgov.com](mailto:cfrickey@fcgov.com).

**Comment Summary:**

**Department: Zoning**

**Contact: Ryan Boehle, 970-416-2401, [rboehle@fcgov.com](mailto:rboehle@fcgov.com)**

1. What is the prospective use of the commercial spaces? Only offices, medical/dental offices, and personal service shops are permitted in the NCB.
2. All developments shall submit a landscape and tree protection plan, and all developments shall establish groves and belts of trees along all city streets, in and around parking lots, and in all landscape areas that are located within fifty (50) feet of any building or structure.
3. Bicycle requirements need to fulfill both the residential and commercial needs, the multi-family requires one per bedroom and the nonresidential dependent upon the prospective use of the space as per 3.2.2 (C)(4)(b)
4. Unless a modification is granted, the minimum amount of parking required for the development is 7 for the dwelling units and, depending on the commercial use, a minimum of on-site parking shall be provided as per 3.2.2(K)(2)(a).
5. This development must provide at least one (1) handicap space, which shall be designated as a van-accessible space, and must be a minimum of eight (8) feet wide and adjoin a minimum eight-foot-wide access aisle.
6. A second floor cannot overhang the lower front or side exterior walls of a new building as per article 4.9(E)(d), a modification would be required for the Mathews side of the building to overhang the ground floor



7. The trash /recycling enclosure must have a walk-in access, without having to open the main service gate as per 3.2.5(C)(4)

**Department: Water-Wastewater Engineering**

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

1. Existing water and sewer mains in the vicinity include a 6-inch water main in Oak St, 4-inch and 8-inch water mains in Howes St, and an 8-inch sewer main in the alley to the west.
2. There is an existing ¾-inch water service connected to the 8-inch main in Howes St. The location and condition of the sewer service is unknown. Both services will need to be located and reused or abandoned at the main with this development. Separate services will be required to serve the commercial use and the residential use.
3. The 4-inch main in Howes is not sufficient to provide fire service to this site. If fire service is needed, it will need to be connected to the 8-inch main. It is also recommended that all domestic services be connected to the 8-inch main or the 6-inch main in Oak St.
4. The water service and meter for this project site will need to be sized based on the AWWA M22 manual design procedure. A sizing justification letter that includes demand calculations for maximum flows and estimated continuous flows will need to be provided as a part of the final submittal package for this project.
5. The water conservation standards for landscape and irrigation will apply. Information on these requirements can be found at: <http://www.fcgov.com/standards>
6. Development fees and water rights will be due at building permit.

**Department: Traffic Operations**

**Contact: Nicole Hahn, 970-221-6820, [nhahn@fcgov.com](mailto:nhahn@fcgov.com)**

1. The anticipated change in traffic volume is not expected to rise to the threshold of needing a TIS. Based on section 4.2.3.D of LCUASS, the Traffic Impact Study requirement can be waived. We would like to work with you to better understand the access location to ensure adequate sight distance.
2. Could this be served by Alley access only? If this is possible the driveway on Matthews, could be eliminated creating a few more on-street parking spaces to serve the commercial use. The development team would need to work with both their neighbors to the west and south for access to the alley.

**Department: Technical Services**

**Contact: Jeff County, 970-221-6588, [jcounty@fcgov.com](mailto:jcounty@fcgov.com)**

1. As of January 1, 2015 all development plans are required to be on the NAVD88 vertical datum. Please make your consultants aware of this, prior to any surveying and/or design work.
2. If submitting a replat for this property/project, addresses are not acceptable in the Subdivision Plat title/name.

**Department: Stormwater Engineering**

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

1. 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.
2. A drainage report, erosion control report, and construction plans are required and they must be prepared by a Professional Engineer registered in Colorado. The drainage report must address the four-step process for selecting structural BMPs.

3. The erosion control report requirements are in Section 1.3.3, Volume 3, Chapter 7 of the Fort Collins Stormwater Criteria Manual. If you need clarification concerning this section, please contact the Erosion Control Inspector, Jesse Schlam at 224-6015 or [jschlam@fcgov.com](mailto:jschlam@fcgov.com).
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. 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>)
6. 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 with one of the two following options:
  - A. 50% of the newly added or modified impervious area must be treated by LID techniques and 25% of new paved areas must be pervious.
  - B. 75% of all newly added or modified impervious area must be treated by LID techniques.
7. There will be a final site inspection of the stormwater facilities when the project is complete and the maintenance is handed over to an HOA or another maintenance organization. Standard operating procedures (SOPs) for on-going maintenance of 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. The 2016 city wide Stormwater development fee (PIF) is \$8,217/acre for new impervious area over 350 sq. ft. and there is a \$1,045.00/acre review fee. No fee is charged for existing impervious area. These fees are to be paid at the time each building permit is issued. Information on fees can be found at:  
<http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees> or contact Jill White at 970-4162139 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: Historic Preservation**

**Contact: Maren Bzdek, 970-221-6206, [mbzdek@fcgov.com](mailto:mbzdek@fcgov.com)**

1. Scheduled for conceptual LPC review on September 28, 2016

**Department: Fire Authority**

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

1. AUTOMATIC FIRE SPRINKLER SYSTEM  
This building will require a full NFPA 13 automatic fire sprinkler system under a separate permit. Please contact Assistant Fire Marshal, Joe Jaramillo with any fire sprinkler related questions at 970-416-2868.
2. PERIMETER ACCESS AND WATER SUPPLY  
Perimeter fire access and hydrant requirements appear to have been met through the existing road and utility infrastructure adjacent to 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.  
> IFC 507.5 and PFA Policy: COMMERCIAL REQUIREMENTS: Hydrants to provide 1,500 gpm at 20 psi residual pressure, spaced not further than 300 feet to the building.

### 3. STRUCTURES EXCEEDING 30' IN HEIGHT

Buildings greater than 30' in height require additional fire lane widths to accommodate ladder trucks. The location of the fire lane shall be located between 15'-30' from the building. The proposed site plan appears to show the building setback at approximately 38' from the edge of working edge of the street/fire lane. Code language provided below.

> IFC D105.1: WHERE REQUIRED - Where the vertical distance between the grade plane and the highest roof surface exceeds 30 feet, approved aerial fire apparatus access roads shall be provided. For purposes of this section, the highest roof surface shall be determined by measurement to the eave of a pitched roof, the intersection of the roof to the exterior wall, or the top of parapet walls, whichever is greater.

> IFC D105.2; FCLUC 3.6.2(B)2006; and Local Amendments: WIDTH - Aerial fire apparatus access roads shall have a minimum unobstructed width of 30 feet, exclusive of shoulders, in the immediate vicinity of the building or portion thereof.

> IFC D105.3: PROXIMITY TO BUILDING - At least one of the required access routes meeting this condition shall be located within a minimum of 15 feet and a maximum of 30 feet from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial fire apparatus access road is positioned shall be approved by the fire code official.

### 4. SPV SYSTEMS

Commercial structures and ground mounted solar arrays require a separate plan review and permit from the Poudre Fire Authority. Refer to IFC 605.11.1 through 605.11.3 for Marking, DC Location, and Access & Pathways.

## Department: Environmental Planning

Contact: **Stephanie Blochowiak, 970-416-4290, [sblochowiak@fcgov.com](mailto:sblochowiak@fcgov.com)**

1. Regarding site lighting and especially LED light fixtures, cooler color temperatures are harsher at night and cause more disruption to circadian (biological) rhythms for both humans and wildlife. Please consider a warmer color temperature (warm white, 3000K or less) for your LED light fixtures. Please also consider fixtures with dimming capabilities so that light levels can be adjusted as needed. Site light sources shall be fully shielded and down-directional to minimize up-light, light spillage and glare [see LUC 3.2.4(D)(3)]. For further information regarding health effects please see:  
<http://darksky.org/ama-report-affirms-human-health-impacts-from-leds/>
2. A detailed landscape plan including scientific and common names of species is required for submittal. Note City of Fort Collins Land Use Code [Section 3.2.1 (E)(3)], requires that to the extent reasonably feasible, all plans be designed to incorporate water conservation materials and techniques. This includes use of low-water-use plants and grasses in landscaping or re-landscaping and reducing bluegrass lawns as much as possible. Native plants and wildlife-friendly (ex: pollinators; songbirds) landscaping and maintenance are also encouraged. Please refer to the Fort Collins Native Plants document available online and published by the City of Fort Collins Natural Areas Department for guidance on native plants; the link is: <http://www.fcgov.com/naturalareas/pdf/nativeplants2013.pdf>.
3. Please note LUC Section 3.2.1(C) requiring 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](mailto:tbuchanan@fcgov.com)) to determine the status of the existing trees and any mitigation requirements that could result from the proposed development.

4. If tree mitigation is necessary, please include the following note on the tree mitigation plan and/or landscape plan, as appropriate: “All tree removal shown shall be completed outside of the songbird nesting season (Feb 1 - July 31) or a survey will be conducted of the trees to be removed to ensure that no active nests are present.”
5. Our city has an established identity as a forward-thinking community that cares about the quality of life it offers its citizens now and generations from now. Thus, the City of Fort Collins has many sustainability programs and goals that may benefit this project. Of particular interest may be the:

1) ClimateWise program: [fcgov.com/climatewise/](http://fcgov.com/climatewise/)

2) Zero Waste Plan and the Waste Reduction and Recycling Assistance Program (WRAP): [fcgov.com/recycling/pdf/\\_20120404\\_WRAP\\_ProgramOverview.pdf](http://fcgov.com/recycling/pdf/_20120404_WRAP_ProgramOverview.pdf), contact Caroline Mitchell at 970-221-6288 or [cmtichell@fcgov.com](mailto:cmtichell@fcgov.com)

3) Green Building Program: [fcgov.com/enviro/green-building.php](http://fcgov.com/enviro/green-building.php), contact Tony Raeker at 970-416-4238 or [traeker@fcgov.com](mailto:traeker@fcgov.com)

4) Solar Energy: [www.fcgov.com/solar](http://www.fcgov.com/solar), contact Norm Weaver at 970-416-2312 or [nweaver@fcgov.com](mailto:nweaver@fcgov.com)

5) Integrated Design Assistance Program: <http://fcgov.com/idap>, contact Gary Schroeder at 970-224-6003 or [gschroeder@fcgov.com](mailto:gschroeder@fcgov.com)

6) Nature in the City Strategic Plan: <http://www.fcgov.com/natureinthecity/>, contact Justin Scharon at 970-221-6213 or [jscharon@fcgov.com](mailto:jscharon@fcgov.com)

7) Urban Agriculture: <http://www.fcgov.com/urbanagriculture>, contact Spencer Branson at 970-224-6086 or [sbranson@fcgov.com](mailto:sbranson@fcgov.com). In addition, the Northern Colorado Food Cluster is sponsored and supported by the City of Fort Collins. The executive Director, Brad Christensen, can be reached at [director@nocofoodcluster.org](mailto:director@nocofoodcluster.org).

Please consider City sustainability goals and ways this development can engage with these efforts. 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](mailto: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.
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. A variance request will be needed for the minimum driveway width for multi-family and commercial uses. The minimum driveway width would be 24'.
7. This project is responsible for dedicating any right-of-way and easements that are necessary or required by the City for this project. Most easements to be dedicated need to be public easements dedicated to the City. This shall including the standard utility easements that are to be provided behind the right-of-way. This includes the 8 foot easement along an alley, and a 9 foot easement along Mathews Street. Information on the dedication process can be found at: <http://www.fcgov.com/engineering/devrev.php>
8. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
9. As of January 1, 2015 all development plans are required to be on the NAVD88 vertical datum. Please make your consultants aware of this, prior to any surveying and/or design work.
10. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
11. 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.
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. The development/ site cannot use the right-of-way for any rain gardens to treat the 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: Tyler Siegmund, 970-416-2772, [tsiegmund@fcgov.com](mailto:tsiegmund@fcgov.com)**

1. Light and Power has electric facilities along the south side of Oak St. that can be utilized to provide power.

2. Electric capacity fees, development fees, building site charges and any system modification charges necessary to feed the site will apply to this development. Please visit the following website for an estimate of charges and fees:

<http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees>

3. A C-1 form and a one line diagram will need to be completed and submitted to Light & Power Engineering to understand power requirements for the project. A link to the C- form is below:

<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guidelines-regulations>

4. Electric meter locations will need to be coordinated with Light and Power Engineering. Each residential unit will need to be individually metered. If you wish to gang the meters on one side of the building please place on the opposite side of the gas meters. If a ganged meter bank, the owner is responsible to provide and maintain the electrical service from the transformer to the meter bank.
5. Please contact Tyler Siegmund at Light & Power Engineering if you have any questions at 970.416.2772. Please reference our policies, construction practices, development charge processes, and use our fee estimator at <http://www.fcgov.com/utilities/business/builders-and-developers>
6. Transformer location will need to be coordinated with Light & Power. Transformer must be placed within 10 ft of a drivable surface for installation and maintenance purposes. The transformer must also have a front clearance of 10 ft and side/rear clearance of 3 ft minimum.

## Planning Services

**Contact: Clay Frickey, 970-224-6045, [cfrickey@fcgov.com](mailto:cfrickey@fcgov.com)**

1. You will need to submit a landscape plan as part of this project. This will be to document the street trees along Oak and Mathews but to also document any proposed landscaping on-site as well.
2. What uses are you proposing on the ground floor of the building? The permitted uses in NCB is limited in comparison to Downtown. Only offices, medical/dental clinics, and personal service shops are allowed from a commercial perspective in the NCB. If you are looking to put a commercial use in this space that is not a permitted use in the NCB, this project will go through the Addition of Permitted Use (APU) process. The APU process requires two neighborhood meetings, a recommendation from the Planning & Zoning Board, with City Council acting as the ultimate decision maker.
3. There will need to be further discussion about the parking modification you are seeking. Two recent developments on this block (Townhomes at Library Park and 215 Mathews) have both provided sufficient parking on their sites. Staff has also heard, anecdotally, that the parking garage on Mountain Ave. has been filling up and is running out of space. Please reach out to our parking services staff to see if there are available spots for lease in the Mountain Ave. garage: 970.221.6617.
4. Where will you be providing handicap parking? You will be required to provide at least one handicap accessible parking space for the commercial component of the project that is van accessible with an 8-foot wide loading aisle.
5. For bicycle parking, you will need to provide one bike parking space per bedroom with 60% of these spaces provided in an enclosed location. Additionally, you will need to provide at least 4 bike parking spaces for the commercial portion of the project. The amount of spaces in enclosed locations for the commercial portion will depend on the use.



6. Staff is also concerned about the modification requests for the setbacks along Mathews. Mathews has a distinct rhythm from the consistent setbacks of each building. By building to the lot line this development would disrupt this rhythm on Mathews. Staff is not as inclined to support a modification to the setback along Mathews as the other setbacks.
7. Staff is generally supportive of the modification requests relating to the FAR standards due to the unique character of this block, which is more akin to the downtown district.
8. How many bedrooms will be provided in each unit? Your parking calculation will be determined by the number of bedrooms per unit. Below is a breakdown of the parking that will be required based on number of bedrooms per unit:
  - 1 bedrooms or less - 1.5 spaces
  - 2 beds - 1.75 spaces
  - 3 beds - 2 spaces
  - 4 bedrooms or more - 3 spaces
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](http://www.fcgov.com/drg). This online guide features a color coded flowchart with comprehensive, easy to read information on each step in the process. This guide includes links to just about every resource you need during development review.
11. This development proposal will be subject to all applicable standards of the Fort Collins Land Use Code (LUC), including Article 3 General Development Standards. The entire LUC is available for your review on the web at <http://www.colocode.com/ftcollins/landuse/begin.htm>.
12. If this proposal is unable to satisfy any of the requirements set forth in the LUC, a Modification of Standard Request will need to be submitted with your formal development proposal. Please see Section 2.8.2 of the LUC for more information on criteria to apply for a Modification of Standard.
13. Please see the Submittal Requirements and Checklist at:  
<http://www.fcgov.com/developmentreview/applications.php>.
14. The request will be subject to the Development Review Fee Schedule that is available in the Community Development and Neighborhood Services office. The fees are due at the time of submittal of the required documents for the appropriate development review process by City staff and affected outside reviewing agencies. Also, the required Transportation Development Review Fee must be paid at time of submittal.
15. When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.

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

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

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

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

*20012 International Building Code (IBC)*  
*2012 International Residential Code (IRC)*  
*20012 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

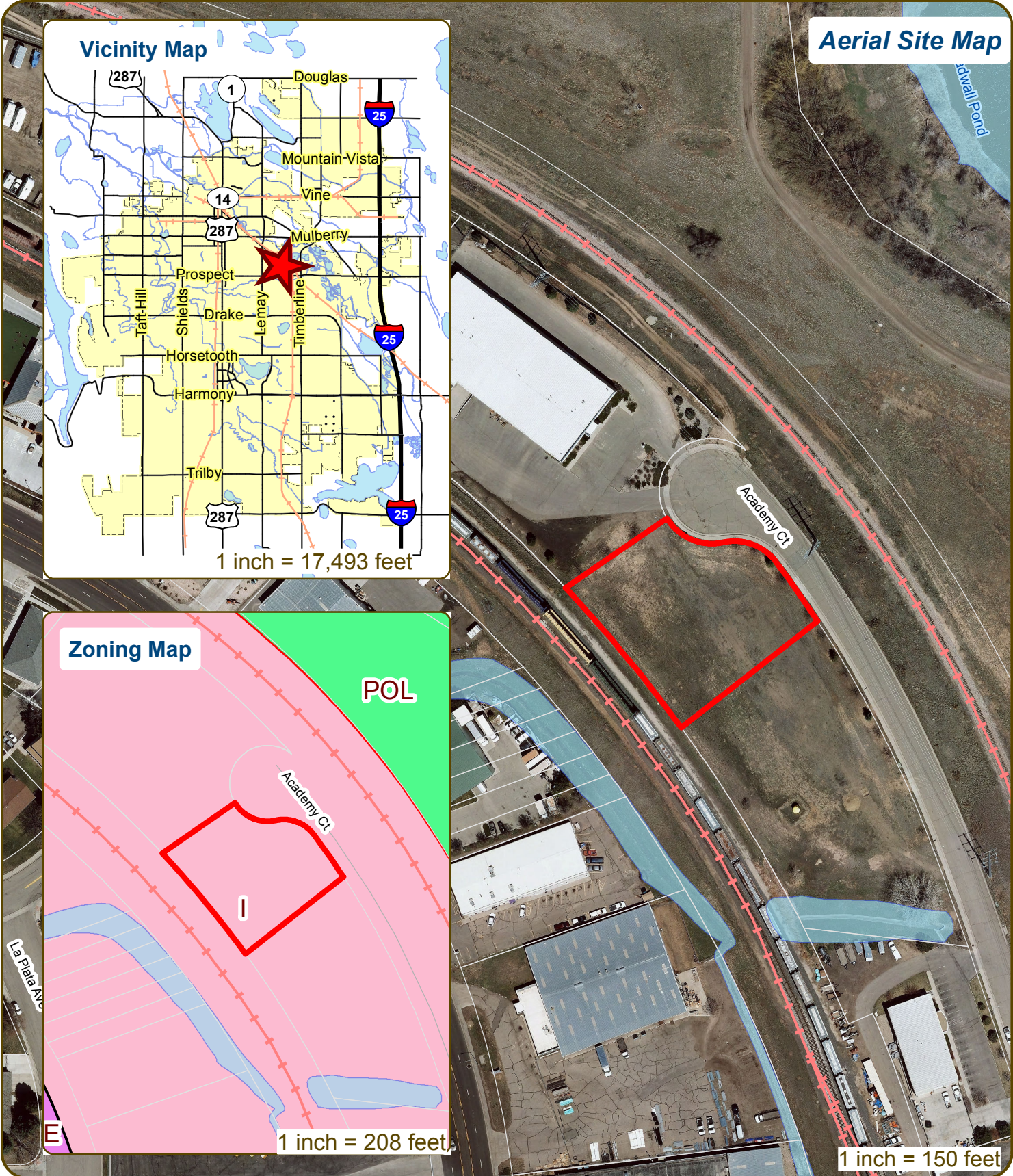
1. Single Family; Duplex; Townhomes: *2012 IRC* Chapter 11 or *2012 IECC* Chapter 4.
2. Multi-family and Condominiums 3 stories max: *2012 IECC* Chapter 4 Residential Provisions.
3. Commercial and Multi-family 4 stories and taller: *2012 IECC* Chapter 4 Commercial Provisions.

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



# 1201 Academy Ct. Outdoor Storage



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)

JACK + Kelly Taylor (Consultant, prospective Buyer)

Business Name (if applicable) Academy Boat + RV (Lefty Investments)

Your Mailing Address 1101 Academy Ct. #4

Phone Number 970-420-9302 Email Address JTAYLOR@thegroupinc.com

Site Address or Description (parcel # if no address) Parcel 87184-17-004, located in the 1100 Block of Academy Court, UPLANDS Prospect Business Park PUD

Description of Proposal (attach additional sheets if necessary) See Attached

Proposed Use Storage, vehicles Existing Use VACANT LAND

Total Building Square Footage 0 S.F. Number of Stories 0 Lot Dimensions .83 Acres

Age of any Existing Structures NONE

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

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

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

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

Increase in Impervious Area explained in Attached. S.F.

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

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

Conceptual Review Application, September 1, 2016.

## Development Review Guide

### Description of Proposal:

This proposal is done with the consent of the current owner, Academy Court Enterprises, LLC. We are considering purchasing the lot if it could be used as described in this application.

This property is located at the west side and end of the cul de sac in the 1100 block of Academy Court and consists of approximately .83 acres. Refer to Larimer County Land Information Locator for views and shape of the lot.

The land is bordered on the east side by Academy Court, west side by railroad tracks, south side by commercial operation of building supply company (CGRS), and on the north by the parking lot of the commercial warehouse at 1101 Academy Court. It is in the Uplands Prospect Business Park.

As owner / operators of the Academy Boat and RV Storage at 1101 Academy Court, our plan with this lot would be to create additional storage for vehicles. We would fence the perimeter with 6 foot wood privacy fence, similar to that currently in use at the Storage yard. An electronic gate would provide access and egress. The lot is currently grass / weeds and we would replace that with re ground, recycle asphalt. There should be minimal change or impact on drainage from this lot.

There currently appear to be utilities located in the street / sidewalk area along the east boundary. We think the only utility needed would be electric for lights for the lot and an electronic gate.

There are currently a couple of small trees along the sidewalk area but no other trees on the lot.

Zoning is I, industrial, which the description fits for the applied for use.

At this time it is not our intention to build any buildings, although that may be a consideration or request in the future should our business change.

Thank you for your consideration.

Sincerely,

Jack Taylor

970-420-9302

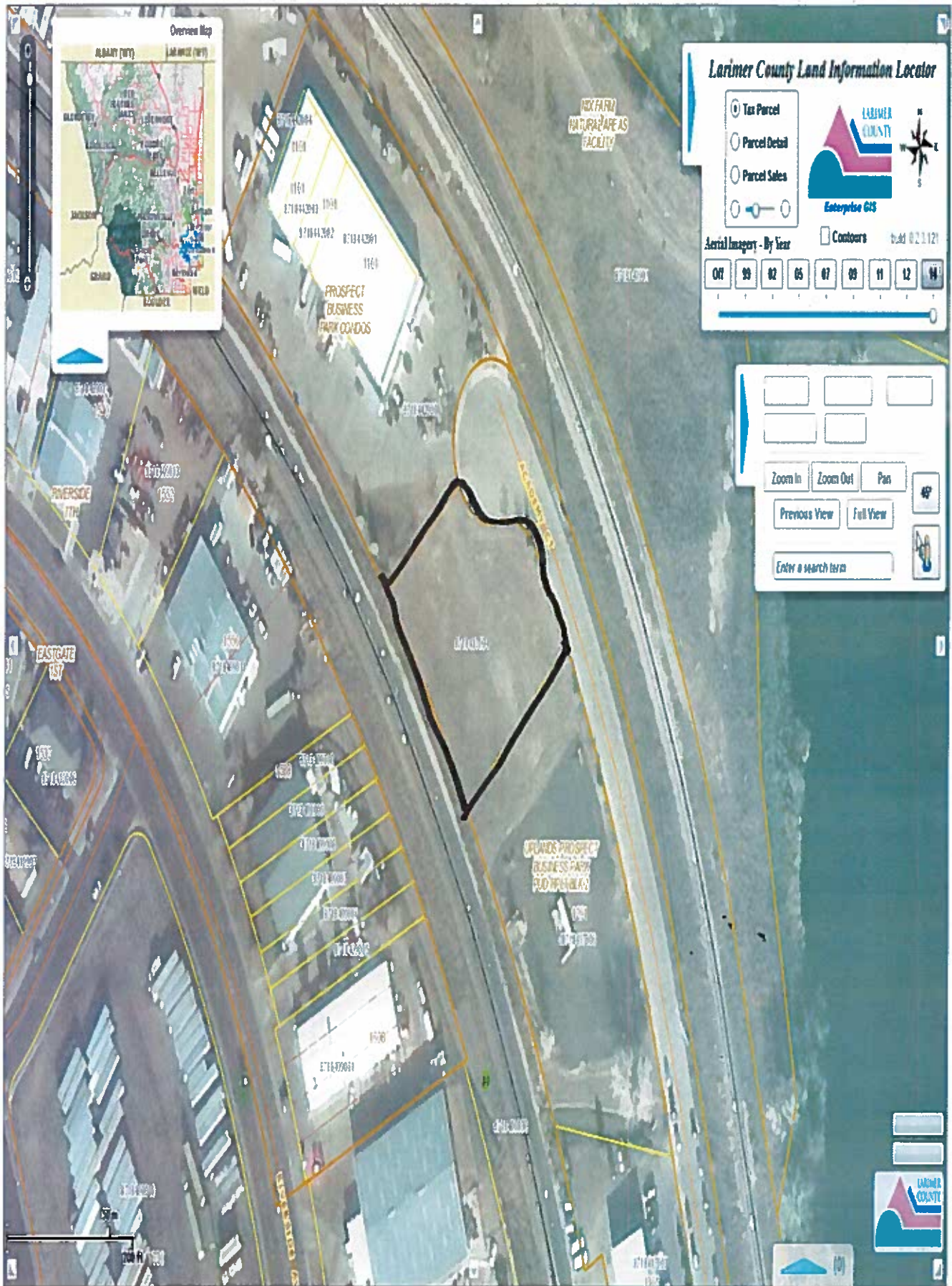














[Services](#)
[Departments](#)
[Public Records](#)
[News](#)
[Jobs](#)
[Business](#)
[About](#)

**i** Larimer County Offices, Courts, and Landfill are all closed on Monday, Sept. 5, 2016 for the Labor Day Holiday. Critical services at Larimer County are not interrupted by closures.  
Critical services at Larimer County are not disrupted by closures.

## Assessor Property Information

### General Information

**Parcel Number: 87184-17-004**  
**Tax District: 1101**  
**Property Tax Year: 2016**

**Schedule Number: R1457888**  
**Current Mill Levy: 90.634**

**Owner Name & Address**  
 ACADEMY COURT ENTERPRISES LLC  
 5412 VARDON WAY  
 FORT COLLINS, CO 80528

**Property Address**

**Subdivision #:** 154701 - UPLANDS PROSPECT BUSINESS PARK PUD

**Legal Description:**  
 LOT 4, REPLAT BLK 2, UPLANDS PROSPECT BUSINESS PARK PUD, FTC, LESS 2006-0079640;

### Value Information

Abstract Code/Description	Value Type	Actual Value	Assessed Value	Net Acres	Net Sq Ft	
2118 Com unimp pud	Land		\$127,510	\$36,978	0.83	36,432
<b>Totals:</b>			<u>\$127,510</u>	<u>\$36,978</u>	<u>0.83</u>	<u>36,432</u>

### Building Improvements

No building improvement information is currently available for this property.

### Property Attributes & Descriptions

Attribute	Attribute Description
Land	Land Standard LC

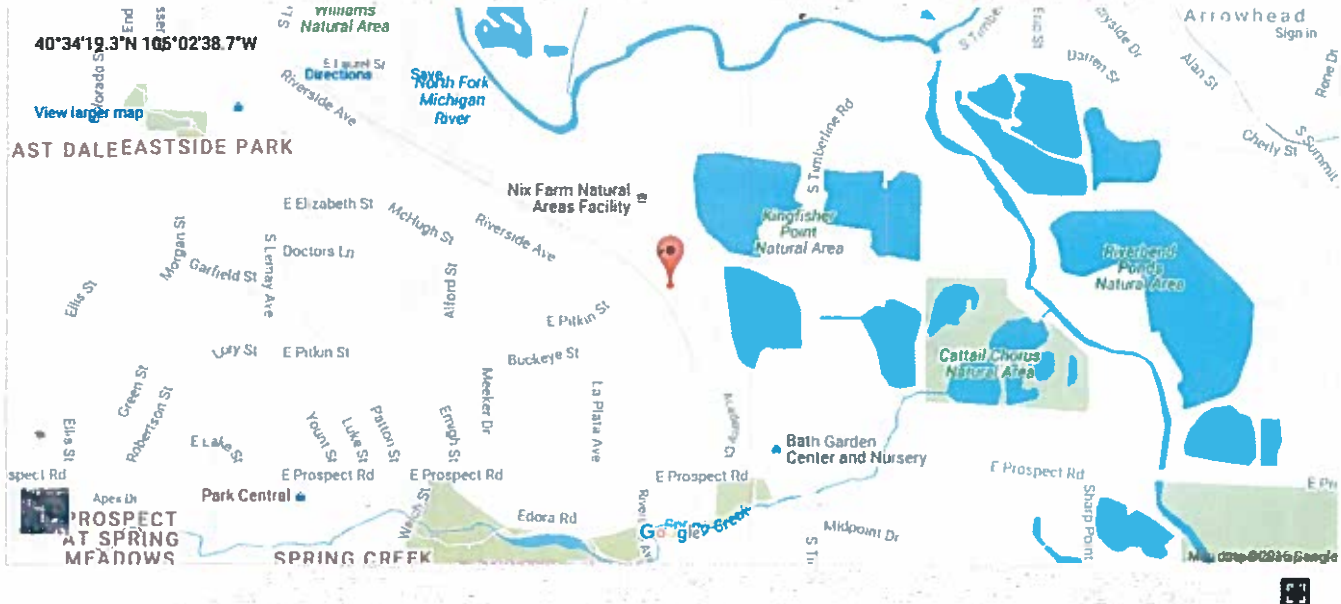
### Property Map

[GIS Land Information Locator](#)
[GIS Web Maps Portal](#)

This Google map below shows an approximate location of the property based on the address or coordinates where available.  
Note: Larimer County has no control of the content, operation or display of this map.

For parcel maps use one of the following links:

[GIS Land Information Locator](#)
[GIS Web Maps Portal](#)





Looking West

[Services](#)[Departments](#)[Public Records](#)[News](#)[Jobs](#)[Business](#)[About](#)

Larimer County Offices, Courts, and Landfill are all closed on Monday, Sept. 5, 2016 for the Labor Day Holiday. Critical services at Larimer County are not interrupted by closures.

Critical services at Larimer County are not disrupted by closures.

## Detailed Information

[Print This Page](#)

Larimer County  
Planning Department  
970-498-7679

**Date printed:** 09/01/2016

**Parcel Number:** 8718417004

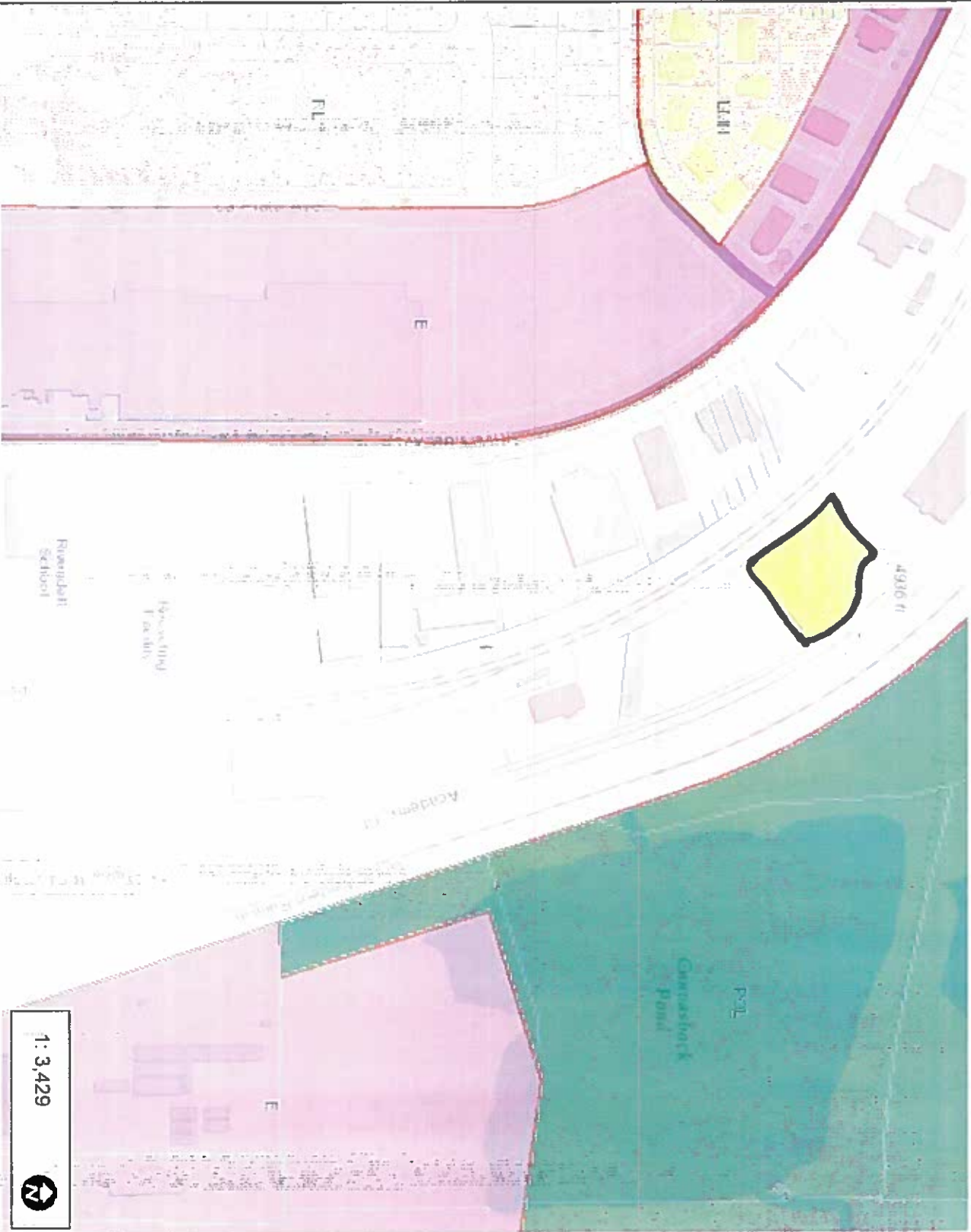
**Zoning District:**

**Address:**


**Subdivision:** UPLANDS PROSPECT BUSINESS PARK PUD

Created by Larimer County using data from multiple sources. Larimer County makes no warranty as to the accuracy. This product may not reflect recent updates prior to the date of printing. Zoning information is only available for properties located in unincorporated Larimer County. If inquiry is for property inside city/town limits, please contact that jurisdiction for information. Allowed uses for properties in unincorporated Larimer County can vary for many reasons. Contact the Planning Department at (970) 498-7679 or send us [email](#) to confirm allowed uses for a specific property.





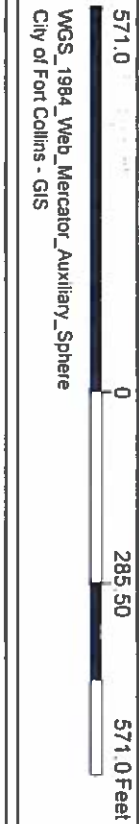
1:3,429



Legend	
<input type="checkbox"/>	Parcels
<b>City Zoning</b>	
	Community Commercial
	Community Commercial North Coll
	Community Commercial Poudre Ri
	General Commercial
	Limited Commercial
	Service Commercial
	CSU
	Downtown
	Employment
	Harmony Corridor
	Industrial
	High Density Mixed-Use Neighborh
	Low Density Mixed-Use Neighborh
	Medium Density Mixed-Use Neighb
	Neighborhood Commercial
	Neighborhood Conservation Buffer
	Neighborhood Conservation Low D
	Neighborhood Conservation Medium
	Public Open Lands
	River Conservation
	River Downtown Redevelopment
	Residential Footfalls
	Low Density Residential
	Rural Lands District
	Transition
	Urban Estate

**Notes**

This map is a user generated static output from the City of Fort Collins FCMaps Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

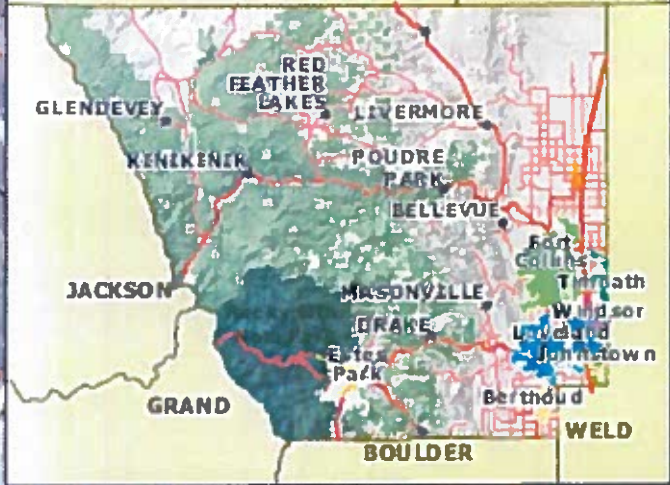


WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
City of Fort Collins - GIS

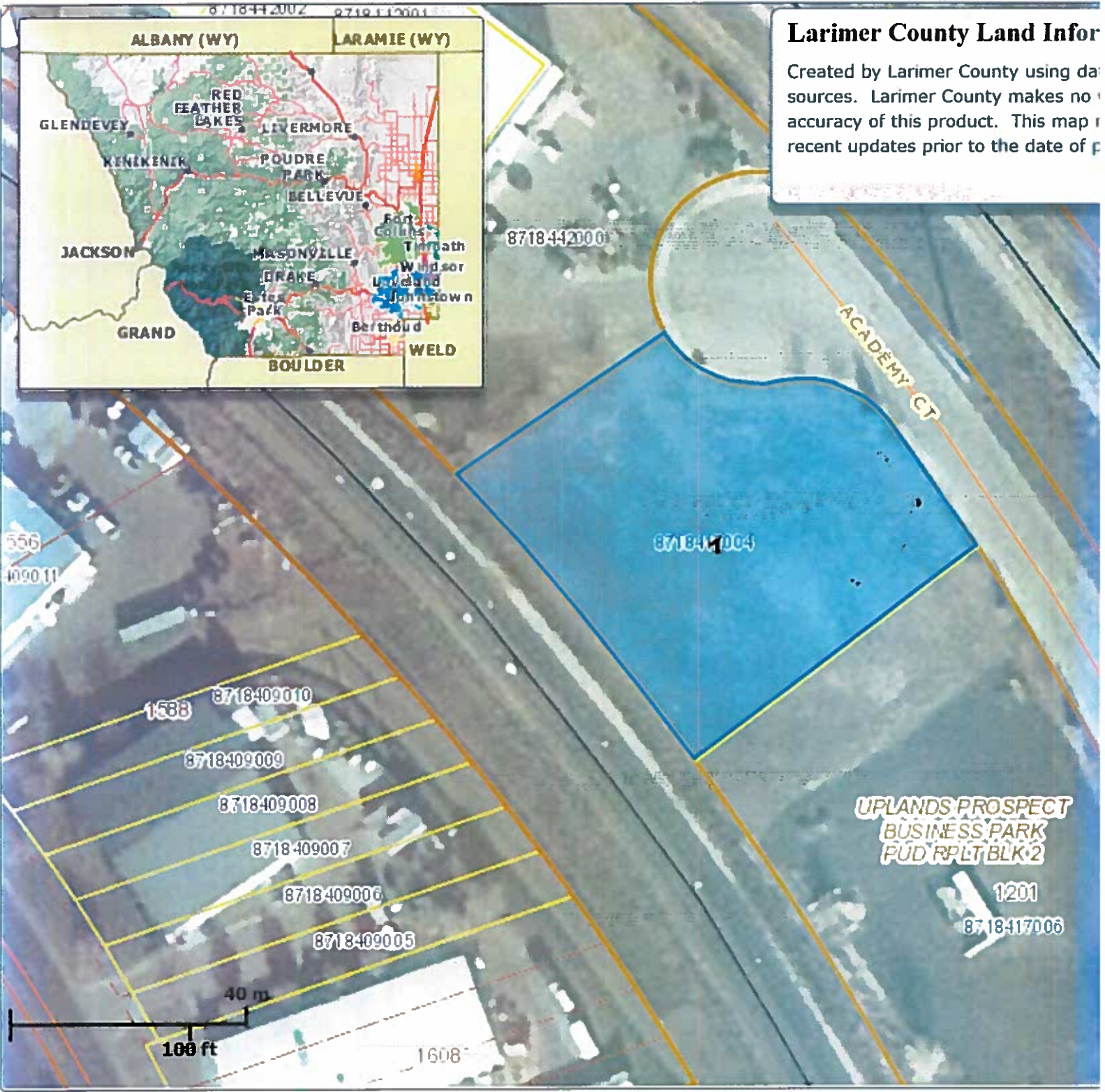


ALBANY (WY)

LARAMIE (WY)



**Larimer County Land Infor**  
 Created by Larimer County using da  
 sources. Larimer County makes no  
 accuracy of this product. This map r  
 recent updates prior to the date of p



**UPLANDS PROSPECT  
 BUSINESS PARK  
 PUD RPLT BLK 2**





December 05, 2016

Jack Taylor  
Academy Boat & RV  
1101 Academy Ct  
#4  
Fort Collins, CO 80524

**Re:** 1201 Academy Ct. - Outdoor Storage

**Description of project:** This is a request to locate an outdoor storage facility at 1201 Academy Ct (parcel #8718417004). This would be an expansion of the existing Academy Boat and RV storage located at the 1101 Academy Ct. The currently vacant property would be fenced and covered with recycled asphalt. The site is located in the Industrial (I) zone district. This proposal will be subject to Administrative (Type I) review.

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

**Comment Summary:**

**Department: Zoning**

**Contact: Marcus Glasgow, 970-416-2338, [mglasgow@fcgov.com](mailto:mglasgow@fcgov.com)**

1. LUC 4.28(E)(3)(b)1. Storage, loading and work operations shall be screened from view along all district boundary lines and along all public streets.
2. LUC 3.2.1(E)(4)(a) Trees shall be provided at a ratio of one (1) tree per twenty-five (25) lineal feet along a public street and one (1) tree per forty (40) lineal feet along a side lot line parking setback area. Trees may be spaced irregularly in informal groupings or be uniformly spaced, as consistent with larger overall planting patterns and organization. Perimeter landscaping along a street may be located in and should be integrated with the streetscape in the street right-of-way.
3. LUC 3.2.1(I)(7) Mitigation. Healthy, mature trees that are removed by the applicant or by anyone acting on behalf of or with the approval of the applicant shall be replaced with not less than one (1) or more than six (6) replacement trees sufficient to mitigate the loss of value of the removed tree. The applicant shall select either the City Forester or a qualified landscape appraiser to determine such loss based upon an appraisal of the removed tree, using the most recent published methods established by the Council of Tree and Landscape Appraisers. Larger than minimum sizes (as set forth in subsection (D)(4) above) shall be required for such replacement trees.
4. LUC 3.2.2(C)(4) Bicycle parking required - Industrial Employee Parking - 4 spaces

5. LUC 3.2.5 All development shall provide adequately sized conveniently located, accessible trash and recycling enclosures. These shall be designed with walk-in access separate from the main-service gates.
6. LUC 3.2.1 A landscape plan is required.

**Department: Water-Wastewater Engineering**

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

1. Existing water and sewer mains in the vicinity include 8-inch water mains in Academy Ct and along the northwestern property boundary and an 8-inch sewer main in Academy Ct. There is an existing 6-inch water service stubbed into the site that can be used for fire service. This stub will need to be used with this development or abandoned at the main. It does not appear there are any water or sewer service stubs into this site.
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: Nicole Hahn, 970-221-6820, [nhahn@fcgov.com](mailto:nhahn@fcgov.com)**

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

**Department: Technical Services**

**Contact: Jeff County, 970-221-6588, [jcounty@fcgov.com](mailto:jcounty@fcgov.com)**

1. As of January 1, 2015 all development plans are required to be on the NAVD88 vertical datum. Please make your consultants aware of this, prior to any surveying and/or design work.
2. If submitting a replat for this property/project, addresses are not acceptable in the Subdivision Plat title/name.

**Department: Stormwater Engineering**

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

1. The design of this site must conform to the drainage basin design of the Poudre River Master Drainage Plan as well the Fort Collins Stormwater Criteria Manual.
2. A drainage report, erosion control report, and construction plans are required and they must be prepared by a Professional Engineer registered in Colorado. The drainage report must address the four-step process for selecting structural BMPs.
3. The erosion control report requirements are in Section 1.3.3, Volume 3, Chapter 7 of the Fort Collins Stormwater Criteria Manual. If you need clarification concerning this section, please contact the Erosion Control Inspector, Jesse Schlam at 224-6015 or [jschlam@fcgov.com](mailto:jschlam@fcgov.com).
4. Onsite detention is required for the runoff volume difference between the 100-year developed inflow rate and the 2-year historic release rate. The outfall for this site is the drainage swale along the southwestern property boundary.
5. Fifty percent of the site runoff is required to be treated using the standard water quality treatment as described in the Fort Collins Stormwater Manual, Volume 3-Best Management Practices (BMPs). (<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guidelines-regulations/stormwater-criteria>) Extended detention is the usual method selected for



water quality treatment; however the use of any of the BMPs is encouraged.

6. 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 with one of the two following options:
  - A. 50% of the newly added or modified impervious area must be treated by LID techniques and 25% of new paved areas must be pervious.
  - B. 75% of all newly added or modified impervious area must be treated by LID techniques.
7. There will be a final site inspection of the stormwater facilities when the project is complete and the maintenance is handed over to an HOA or another maintenance organization. Standard operating procedures (SOPs) for on-going maintenance of 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 2016 city wide Stormwater development fee (PIF) is \$8,217/acre for new impervious area over 350 sq. ft. and there is a \$1,045.00/acre review fee. No fee is charged for existing impervious area. These fees are to be paid at the time each building permit is issued. Information on fees can be found at:  
<http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees> or contact Jill White at 970-4162139 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](mailto:jlynxwiler@poudre-fire.org)**

**1. FIRE LANES**

Fire access is required to within 150' of all exterior portions of any building, or facility as measured by an approved route around the perimeter. Due to the size and orientation of the site, a fire lane on the property may be needed. Any private drive serving as a fire lane shall be dedicated as an Emergency Access Easement (EAE) and be designed to standard fire lane specifications. Code language and fire lane specifications provided below.

> IFC 503.1.1: Approved fire Lanes shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.

**2. SECURITY GATES**

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

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

following criteria:

1. The minimum gate width for vehicle access shall be 20 feet.
  2. Gates shall be of the swinging or sliding type.
  3. Construction of gates shall be of materials that allow manual operation by one person.
  4. Gate components shall be maintained in an operative condition at all times and replaced or repaired when defective.
  5. Electric gates shall be equipped with a means of opening the gate by fire department personnel for emergency access. Emergency opening devices shall be approved by the fire code official.
  6. Manual opening gates shall not be locked with an unapproved padlock, or chain and padlock, unless they are capable of being opened by means of forcible entry tools or when a key box containing the key(s) to the lock is installed at the gate location.
  7. Gate design and locking device specifications shall be submitted for approval by the fire code official prior to installation.
  8. Electric gate operators, where provided, shall be listed in accordance with UL 325.
  9. Gates intended for automatic operation shall be designed, constructed and installed to comply with the requirements of ASTM F 2200.
- 3. WATER SUPPLY**
- The existing hydrant located on the Cul-de-sac is expected to provide the required volume and pressure for this site. Code language provided below.
- > IFC 507.5 and PFA Policy: COMMERCIAL REQUIREMENTS: Hydrants to provide 1,500 gpm at 20 psi residual pressure, spaced not further than 300 feet to the building.
- 4. PREMISE IDENTIFICATION & WAYFINDING**
- The address needs to be posted.
- > 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.

**Department: Environmental Planning**

**Contact: Stephanie Blochowiak, 970-416-4290, [sblochowiak@fcgov.com](mailto:sblochowiak@fcgov.com)**

1. Generally an Ecological Characterization Study (ECS) is required by City of Fort Collins Land Use Code (LUC) Section 3.4.1 (D)(1) as the site is within 500 feet of a known natural habitat (aquatic; wetlands; riparian forest; Kingfisher Point Natural Area). Buffer zone standards for these features range from 50-100 feet. However, based on site conditions and the fact that a standard buffer for these features would not extend into the property, as well as presence of roads and train tracks between the project site and the natural features, the ECS is waived.
2. If updates are made in the future to site lighting note The American Medical Association (AMA) and International Dark-Sky Association (IDA) both recommend using lighting that has a corrected color temperature (CCT) of no more than 3000 degrees Kelvin in order to limit the amount of blue light in the night environment. Cooler color temperatures are harsher at night and cause more disruption to circadian (biological) rhythms for both humans and wildlife and blue light brightens the night sky and creates more glare than any other color of light. Both LED and metal halide fixtures contain large amounts of blue light in their spectrum, and exposure to blue light at night has been shown to harm human health and endanger wildlife. Therefore, use of warmer color temperature (warm white, 3000K or less) for light fixtures is preferred in addition to fixtures with dimming capabilities. Site light sources shall be fully shielded and down-directional to minimize up-light, light spillage and glare [see LUC 3.2.4(D) (3)]. For further information regarding health effects please see: <http://darksky.org/ama-report-affirms-human-health-impacts-from-leds/>
3. For any landscape updates note LUC Section 3.2.1(C) requiring 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 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](mailto:tbuchanan@fcgov.com)) to determine the status of the existing trees and any mitigation requirements that could result from the proposed development.

4. For landscape plan updates note City of Fort Collins Land Use Code [Section 3.2.1 (E)(3)], requires that to the extent reasonably feasible, all plans be designed to incorporate water conservation materials and techniques. This includes use of low-water-use plants and grasses in landscaping or re-landscaping and reducing bluegrass lawns as much as possible. Native plants and wildlife-friendly (ex: pollinators; songbirds) landscaping and maintenance are also encouraged. Please refer to the Fort Collins Native Plants document available online and published by the City of Fort Collins Natural Areas Department for guidance on native plants; the link is:  
<http://www.fcgov.com/naturalareas/pdf/nativeplants2013.pdf>.
5. Our city has an established identity as a forward-thinking community that cares about the quality of life it offers its citizens now and generations from now. Thus, the City of Fort Collins has many sustainability programs and goals that may benefit this project. Of particular interest may be the:

1) ClimateWise program: [fcgov.com/climatewise/](http://fcgov.com/climatewise/)

2) Zero Waste Plan and the Waste Reduction and Recycling Assistance Program (WRAP): [fcgov.com/recycling/pdf/\\_20120404\\_WRAP\\_ProgramOverview.pdf](http://fcgov.com/recycling/pdf/_20120404_WRAP_ProgramOverview.pdf), contact Caroline Mitchell at 970-221-6288 or [cmtichell@fcgov.com](mailto:cmtichell@fcgov.com)

3) Green Building Program: [fcgov.com/enviro/green-building.php](http://fcgov.com/enviro/green-building.php), contact Tony Raeker at 970-416-4238 or [traeker@fcgov.com](mailto:traeker@fcgov.com)

4) Solar Energy: [www.fcgov.com/solar](http://www.fcgov.com/solar), contact Norm Weaver at 970-416-2312 or [nweaver@fcgov.com](mailto:nweaver@fcgov.com)

5) Integrated Design Assistance Program: <http://fcgov.com/idap>, contact Gary Schroeder at 970-224-6003 or [gschroeder@fcgov.com](mailto:gschroeder@fcgov.com)

6) Nature in the City Strategic Plan: <http://www.fcgov.com/natureinthecity/>, contact Justin Scharon at 970-221-6213 or [jscharon@fcgov.com](mailto:jscharon@fcgov.com)

7) Urban Agriculture: <http://www.fcgov.com/urbanagriculture>, contact Spencer Branson at 970-224-6086 or [sbranson@fcgov.com](mailto:sbranson@fcgov.com). In addition, the Northern Colorado Food Cluster is sponsored and supported by the City of Fort Collins. The executive Director, Brad Christensen, can be reached at [director@nocofoodcluster.org](mailto:director@nocofoodcluster.org).

Please consider City sustainability goals and ways this development can engage with these efforts. Let me know if I can help connect you to these programs.

## **Department: Engineering Development Review**

**Contact: Katie Andrews, 970-221-6501, [kandrews@fcgov.com](mailto:kandrews@fcgov.com)**

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

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

4. Any public improvements must be designed and built in accordance with the Larimer County Urban Area Street Standards (LCUASS). They are available online at: <http://www.larimer.org/engineering/GMARdStds/UrbanSt.htm>
5. This project is responsible for dedicating any right-of-way and easements that are necessary or required by the City for this project. Most easements to be dedicated need to be public easements dedicated to the City. This shall including the standard utility easements that are to be provided behind the right-of-way (9 feet along Academy Court). Information on the dedication process can be found at: <http://www.fcgov.com/engineering/devrev.php>
6. Please ensure that any vehicle (with boat/trailer) entering the site can pull fully off of the street prior to opening the gate into the site.
7. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
8. As of January 1, 2015 all development plans are required to be on the NAVD88 vertical datum. Please make your consultants aware of this, prior to any surveying and/or design work.
9. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
10. LCUASS parking setbacks (Figure 19-6) apply and will need to be followed depending on parking design.
11. 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.
12. 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.
13. Doors/gates are not allowed to open out into the right-of-way.
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: Tyler Siegmund, 970-416-2772, [tsiegmund@fcgov.com](mailto:tsiegmund@fcgov.com)**



1. Light and Power has electric facilities on the west side of Academy Ct. that can be utilized to provide power.
2. Electric capacity fees, development fees, building site charges and any system modification charges necessary to feed the site will apply to this development. Please visit the following website for an estimate of charges and fees:

<http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees>

3. Please contact Tyler Siegmund at Light & Power Engineering if you have any questions at 970.416.2772. Please reference our policies, construction practices, development charge processes, and use our fee estimator at <http://www.fcgov.com/utilities/business/builders-and-developers>

## Planning Services

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

1. Land Use Code (LUC) Section 3.8.11(A) Along the Street frontage the fence is required to be visually interesting and avoid creating tunnel effect. This is accomplished through integrating architectural elements and varying the alignment.
2. Landscaping is required along the street frontage.
3. 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.
4. Please see the Development Review Guide at [www.fcgov.com/drg](http://www.fcgov.com/drg). This online guide features a color coded flowchart with comprehensive, easy to read information on each step in the process. This guide includes links to just about every resource you need during development review.
5. 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>.
6. 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.
7. Please see the Submittal Requirements and Checklist at: <http://www.fcgov.com/developmentreview/applications.php>.
8. 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.
9. When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.

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

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

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

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

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

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

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

Frost Depth: 30 inches.

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

Seismic Design: Category B.

Climate Zone: Zone 5.

#### Energy Code Use

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

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

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