

# Conceptual Review Agenda

Schedule for 11/28/16 to 11/28/16

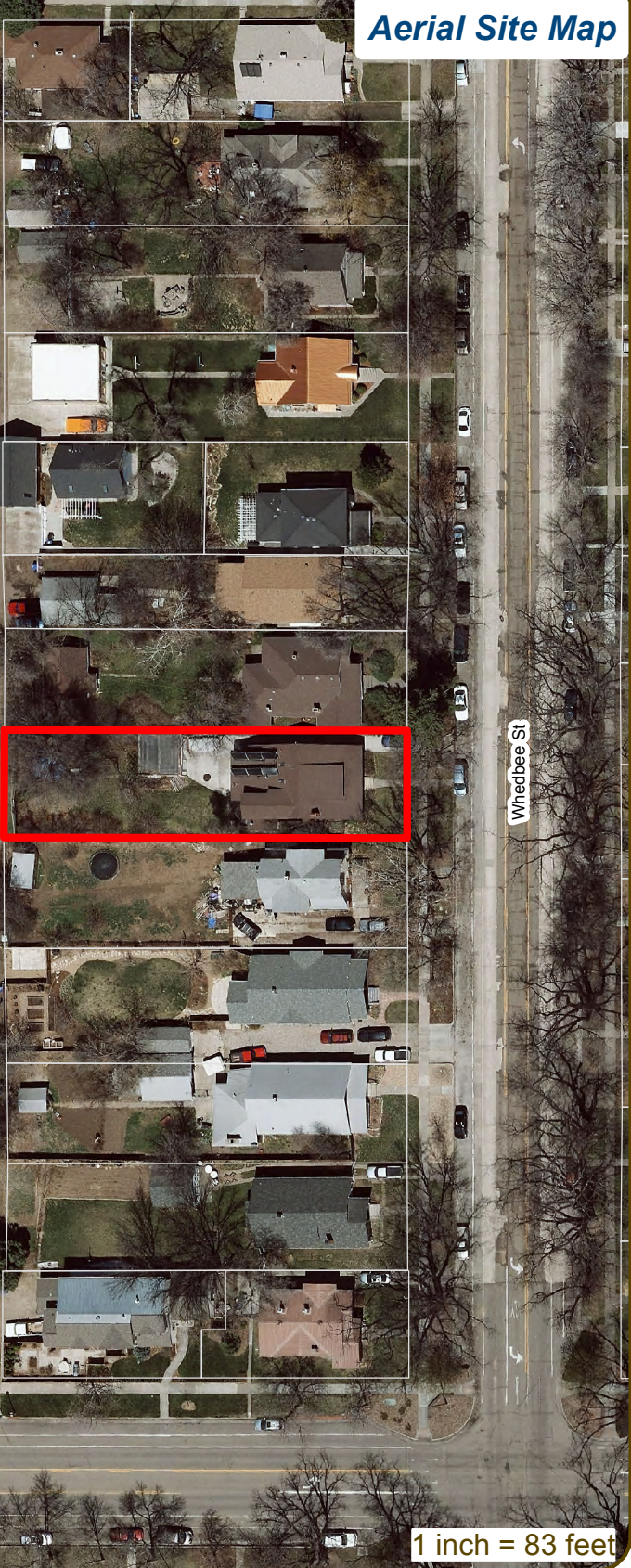
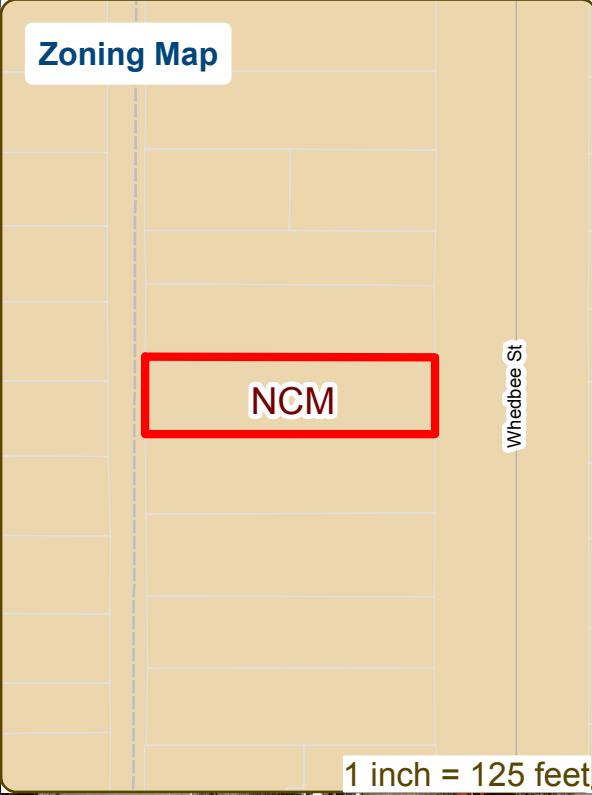
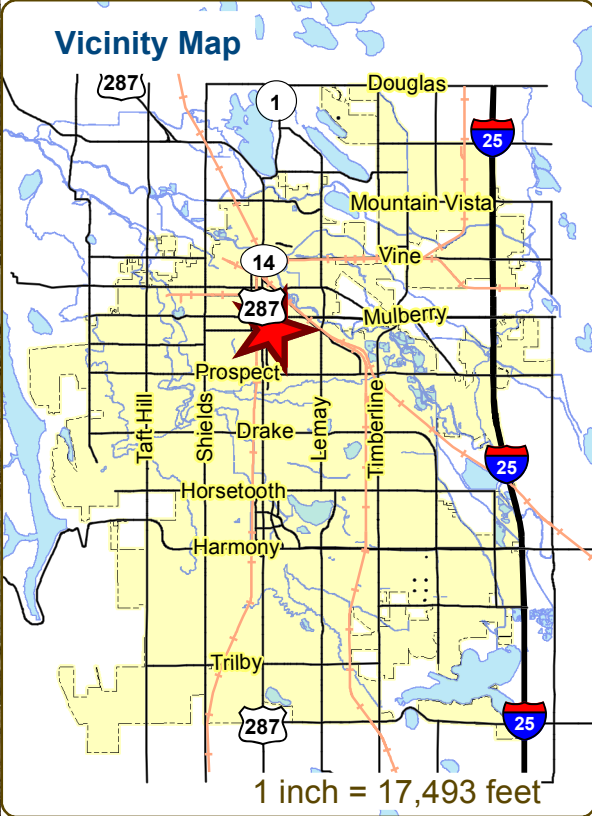
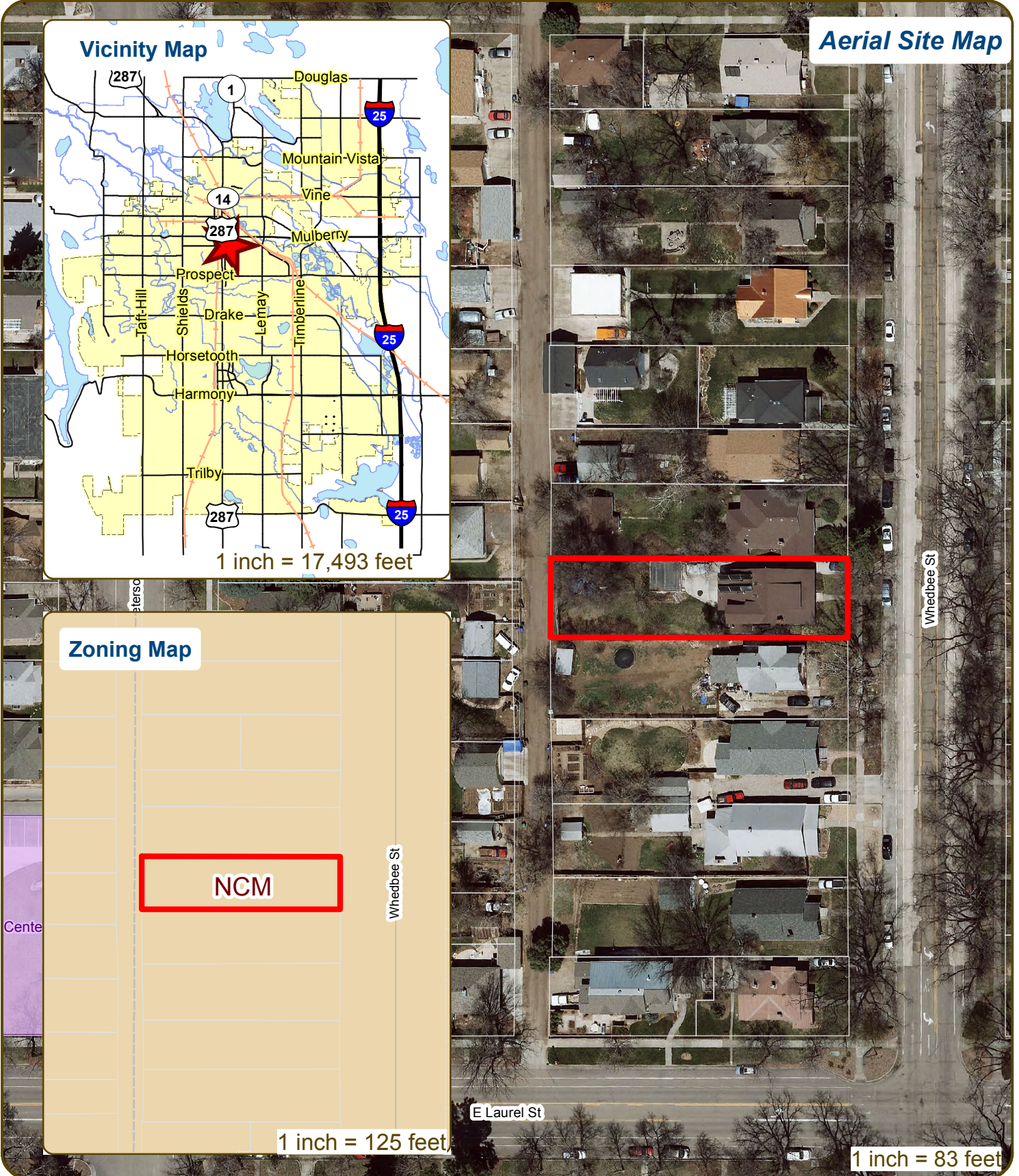
281 Conference Room A

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## Monday, November 28, 2016

Time	Project Name	Applicant Info	Project Description	Planner
9:30	627 Whedbee St. - Duplex CDR160096	Jeff Gaines (970) 472-8100 <a href="mailto:jeff@highcraft.net">jeff@highcraft.net</a>	This is a request to convert the existing single-family home into a duplex at 627 Whedbee St. (parcel #9713213017). The new unit would be located in the existing, finished basement of the home. New parking would be located off the alley. The site is located in the Neighborhood Conservation – Medium Density (NCM) zone district. This proposal will be subject to Basic Development Review.	Ryan Mounce
10:15	1305 W Elizabeth St. - Drive-Thru Restaurant CDR160098	Cathy Mathis (970) 532-5891 <a href="mailto:cathy@tbgroupp.us">cathy@tbgroupp.us</a>	This is a request to build a drive-thru restaurant at 1305 Elizabeth St. (parcel #9715429005). The restaurant would replace the existing car wash and would contain 6 parking spaces. The new restaurant would share an access point with the existing Sonic restaurant. The site is located in the Community Commercial (CC) zone district. This proposal will be subject to the Addition of Permitted Use process.	Jason Holland
11:00	5450 S Lemay Ave. - Addition CDR160097	Jonathan Rosenthal (720) 200-0630 <a href="mailto:rosenthal@eidosarch.com">rosenthal@eidosarch.com</a>	This is a request to build an addition to the place of worship located at 5450 S Lemay Ave. (parcel #8606316901). This addition would require amending an Overall Development Plan for the site approved in 1984. This amendment would also include other future phasing updates. The site is located in the Low Density Residential (RL) zone district. This proposal will be subject to a Major Amendment.	Clay Frickey

# 627 Whedbee St. Duplex



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CONCEPTUAL REVIEW:  
APPLICATION

**General Information**

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

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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) JEFF GAINES,  
ARCHITECT

**Business Name** (if applicable) HIGH CRAFT BUILDERS

**Your Mailing Address** 429 S. HOWES ST, FORT COLLINS 80521

**Phone Number** 970.472.8100 **Email Address** JEFF@HIGHCRAFT.NET

**Site Address or Description** (parcel # if no address) 627 WHEDBEE ST,  
FORT COLLINS CO 80524

**Description of Proposal** (attach additional sheets if necessary) CONVERT EXISTING FINISHED  
BASEMENT TO RENTABLE APARTMENT. EXISTING BASEMENT HAS  
CONFORMING EGRESS WINDOWS AND EXISTING EXTERIOR ACCESS.

**Proposed Use** DUPLEX **Existing Use** SINGLE FAMILY

**Total Building Square Footage** 1692+ **S.F. Number of Stories** 1.5 **Lot Dimensions** 9500 FT<sup>2</sup>  
1107(BF)

**Age of any Existing Structures** HOME BUILT IN 1920

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.

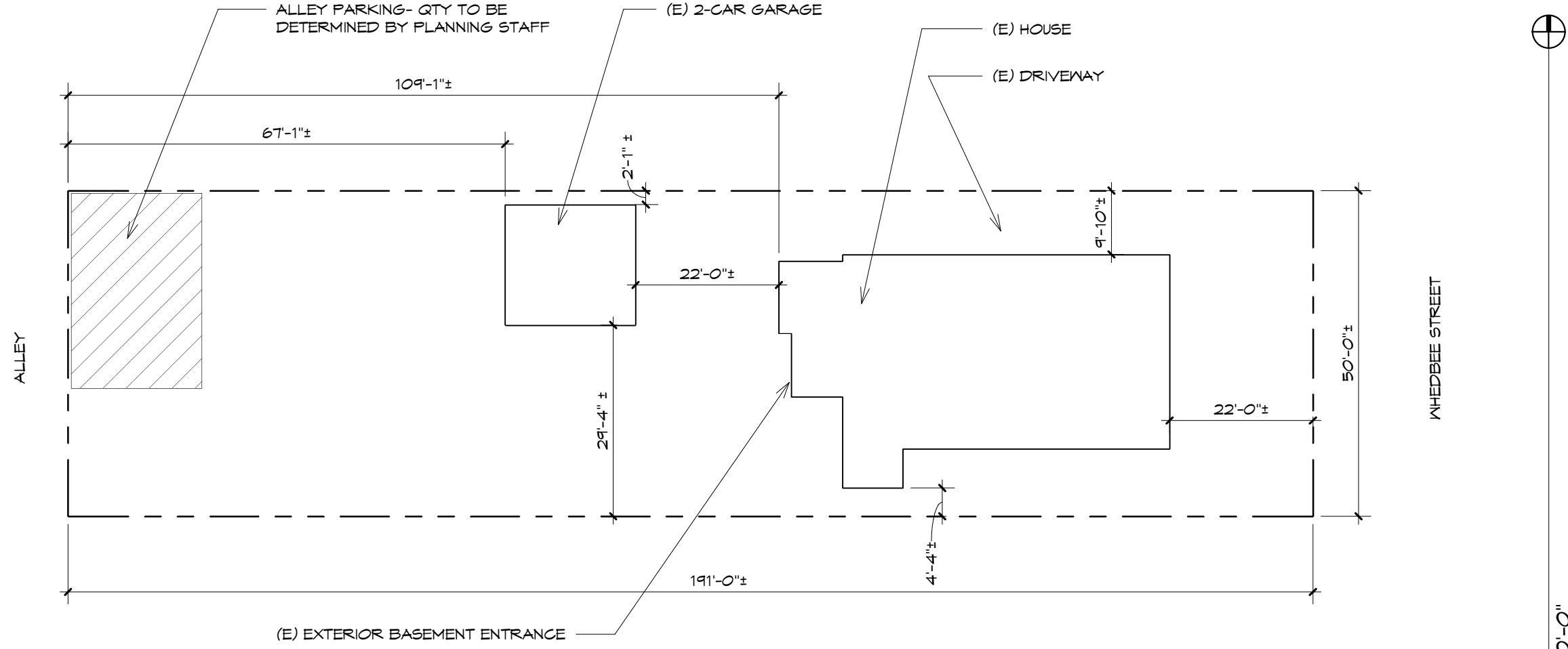
**Is your property in a Flood Plain?**  Yes  No **If yes, then at what risk is it?** \_\_\_\_\_

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

**Increase in Impervious Area** NONE \_\_\_\_\_ **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?



Site  
 1" = 20'-0"





December 05, 2016

Jeff Gaines  
Highcraft Builders  
429 S Howes St  
Fort Collins, CO 80521

**Re:** 627 Whedbee St. - Duplex

**Description of project:** This is a request to convert the existing single-family home into a duplex at 627 Whedbee St. (parcel #9713213017). The new unit would be located in the existing, finished basement of the home. New parking would be located off the alley. The site is located in the Neighborhood Conservation – Medium Density (NCM) zone district. This proposal will be subject to Basic Development Review.

Please see the following summary of comments regarding the project request referenced above. The comments offered informally by staff during the Conceptual Review will assist you in preparing the detailed components of the project application. Modifications and additions to these comments may be made at the time of formal review of this project. If you have any questions regarding these comments or the next steps in the review process, you may contact the individual commenter or direct your questions through the Project Planner, Ryan Mounce, at 970-224-6186 or [rmounce@fcgov.com](mailto:rmounce@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) parking spaces required:  
One or less bedrooms- 1.5 spaces per DU  
Two bedrooms- 1.75 spaces per DU  
Three bedrooms- 2 spaces per DU  
Four and above- 3 spaces per DU

**Department: Water-Wastewater Engineering**

**Contact:** Heather McDowell, 970-224-6065, [hmcowell@fcgov.com](mailto:hmcowell@fcgov.com)

1. This property is serviced by an existing 4-inch water main in Whedbee Street with a standard ¾-inch water service to the property. This property is serviced by an existing 8-inch sewer main located within the alley.
2. For the additional dwelling unit proposed at this residence, additional water and sewer PIF's will be due at the time of building permit. Information on fees can be found at: <http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees> or contact our Utility Fee and Rate Specialists at (970) 416-4252 for questions on fees.

**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: Heather McDowell, 970-224-6065, [hmcowell@fcgov.com](mailto:hmcowell@fcgov.com)**

1. It is important to document the existing impervious area since drainage requirements and fees are based on new impervious area. An exhibit showing the existing and proposed impervious areas with a table summarizing the areas is required prior to the time fees are calculated for each building permit.
2. If there is an increase in imperviousness greater than 1,000 square feet a drainage report, erosion control report and construction plans are required and they must be prepared by a Professional Engineer registered in the State of Colorado. The drainage report must address the four-step process for selecting structural BMPs. If the increase in impervious area is greater than 350 square feet and less than 1,000 square feet, a drainage letter along with a grading and erosion control plan should be sufficient to document the existing and proposed drainage patterns. A grading plan is required if the increase in imperviousness is less than 350 square feet.
3. If there is an increase in imperviousness greater than 1,000 square feet, Low Impact Development (LID) will be required 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.
4. Drainage into alleys in the Old Town Basin can be problematic, causing damage to downstream and neighboring properties. Construction adjacent to the alleyway could impact the drainage functionality of the alley area or adjacent properties. Depending on the amount of added imperviousness to the property, a drainage analysis may need to be completed by a Civil Engineer addressing any additional drainage created by the development and may be required to show how conveyance of site drainage is conveyed to an adequate public facility without impacting downstream properties.
5. The 2016 city wide Stormwater development fee (PIF) is \$8,217/acre for new impervious area over 350 square feet and there is a \$1,045/acre of site 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 our Utility Fee and Rate Specialists at (970) 416-4252 for questions on fees.

**Department: Historic Preservation**

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

1. The proposed duplex does not appear to involve any exterior alterations to the 1920 residence, and this will not require demolition/alteration review by the historic preservation division. If the plans evolve to include exterior changes to the building, please contact historic preservation staff to receive an application for demolition/alteration review.

**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. The existing building meets current fire code requirements as measured from Whedbee St.

2. WATER SUPPLY

Hydrant spacing and flow must meet minimum requirements based on type of occupancy. A hydrant is required within 400' of any Residential Building as measured along an approved path of vehicle travel. The existing infrastructure available in the area meets current fire code requirements.

3. RESIDENTIAL FIRE SPRINKLERS SYSTEMS

The city code typically requires a fire sprinkler system in duplex residencies. Please contact the city building department for further information.

4. PREMISE IDENTIFICATION & WAYFINDING

Addresses shall be posted at the entry to each unit and where otherwise needed to aid in wayfinding. Code language provided below.

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

**Department: Environmental Planning**

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

1. If updates to lighting will be proposed note: regarding LED light fixtures, cooler color temperatures are harsher at night and cause more disruption to circadian (biological) rhythms for both humans and wildlife. Warmer color temperature (warm white, 3000K or less) for any LED light fixtures requested and those with dimming capabilities so that light levels can be adjusted. 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 please see: <http://darksky.org/ama-report-affirms-human-health-impacts-from-leds/>
2. 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, butterflies, 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 is: <http://www.fcgov.com/naturalareas/pdf/nativeplants2013.pdf>.
3. If trees will be impacted on site 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. 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.

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

5) 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)

Please consider City sustainability goals and ways this development can engage with these efforts.

#### **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.
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. 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 (8 foot along an alley, and 9 foot along all other street classifications). Information on the dedication process can be found at: <http://www.fcgov.com/engineering/devrev.php>
7. Utility plans may be required and a Development Agreement may be recorded once the project is finalized.
8. The Land Use Code requires that new development improve adjoining alleys out to the nearest public road. If this is not feasible for this development it may be possible to pursue a

modification to this code section.

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) may need to be obtained prior to starting any work on the site.
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. 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: Rob Irish, 970-224-6167, [rirish@fcgov.com](mailto:rirish@fcgov.com)**

1. The existing home is served from the rear of the lot with a 150amp service cable. Light & Powers existing electric facilities are running along the West side of the alley way.
2. Any relocation or modification to existing electric facilities will be at the expense of the owner/developer. If Light & Power's existing electric facilities are to remain within the limits of the project they must be located within a utility easement.
3. Any building larger than a duplex or greater than a 200amp service size is considered commercial and the secondary service will be installed and maintained by the owner.
4. If installing a service larger than a 200amp, a Commercial service form and a one-line diagram will need to be submitted to Light & Power Engineering. . A link to the C-1 form is below:  
<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guidelines-regulations>
5. Electric Capacity Fee, Building Site charges, and any system modification charges necessary will apply to this development. Please contact us if you have any questions regarding the fees for the project and reference our fee estimator at:  
<http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees>

**Department: Building Inspection**

**Contact: Sarah Carter, 970-416-2748, [scarter@fcgov.com](mailto:scarter@fcgov.com)**

1. Under current adopted building codes, duplexes must be fire sprinkled. This change from a single family dwelling to a two-family dwelling will trigger the fire sprinkler requirement.

2. Current adopted building codes require the dwelling units within a duplex to be separated by at least a 1 hour assembly.
3. Be advised: individual dwelling units within a duplex may not "share air". This included forced air heat and ventilation air.
4. Adoption of the 2015 I-Codes is anticipated for January 2017. Be advised that permit applications submitted after the code adoption date will be subject to the new codes and standards, as amended. For more information, contact Sarah Carter, Plans Examiner at 970-416-2748 or [scarter@fcgov.com](mailto:scarter@fcgov.com).
- 4.

## Planning Services

**Contact: Ryan Mounce, 970-224-6186, [rmounce@fcgov.com](mailto:rmounce@fcgov.com)**

1. In the Neighborhood Conservation Medium Density (NCM) zone district, the conversion of the existing structure to a duplex can be processed as a basic development review without a public hearing if no exterior alterations are proposed.

If exterior alterations or demolition occurs, the review process would then become a Type 2 review, requiring a decision by the Planning and Zoning Board and a neighborhood meeting.

2. If any building additions/expansions are proposed, please ensure the project meets the Floor Area Ratio (FAR) standards for this zone district:

On a 9,500 square foot lot, the overall floor area allowed is 3,375 sf, and a limit of 1,687 sf in the rear half of the lot.

3. Duplex parking requirements are based on the number of bedrooms per unit at the following rates: 1 bedroom/unit: 1.5 parking spaces; 2 bedrooms/unit: 1.75 spaces; 3 bedrooms/unit: 2 parking spaces; 4 or more bedrooms/unit: 3 spaces.
4. If the parking area is larger than 1,800 sf or 6 spaces, the following additional setback and landscaping standards will apply:

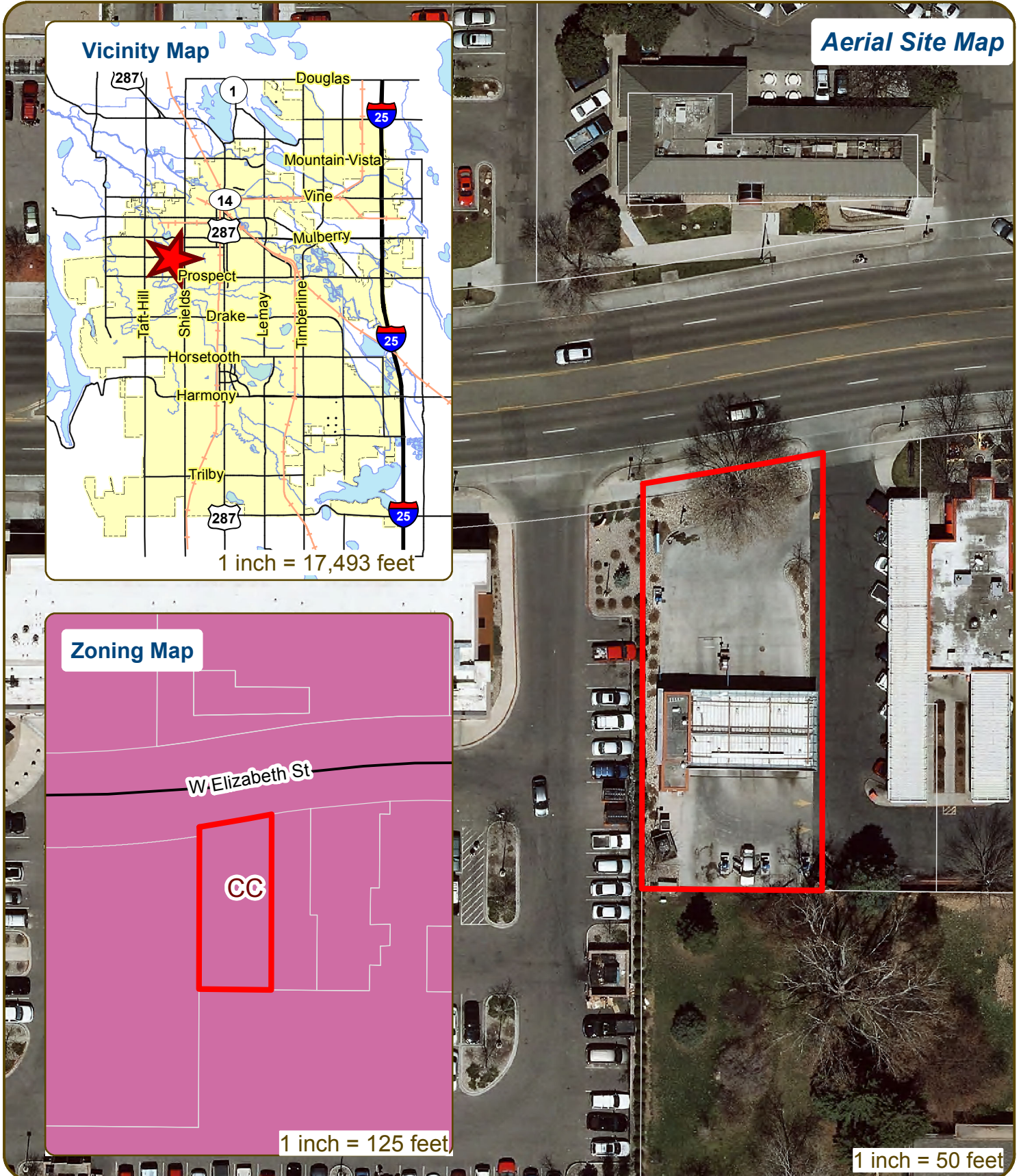
The parking area will need to be set back from the side and rear lot lines by 5-feet. Along the north and south abutting residential properties, a 6-foot fence is needed, along with a mixture of trees and shrub along the parking lot perimeter to screen vehicle headlights.

6% of the interior of the parking area also needs to be landscaped, such as with an island.

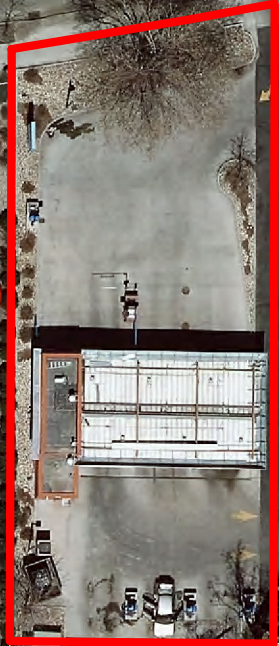
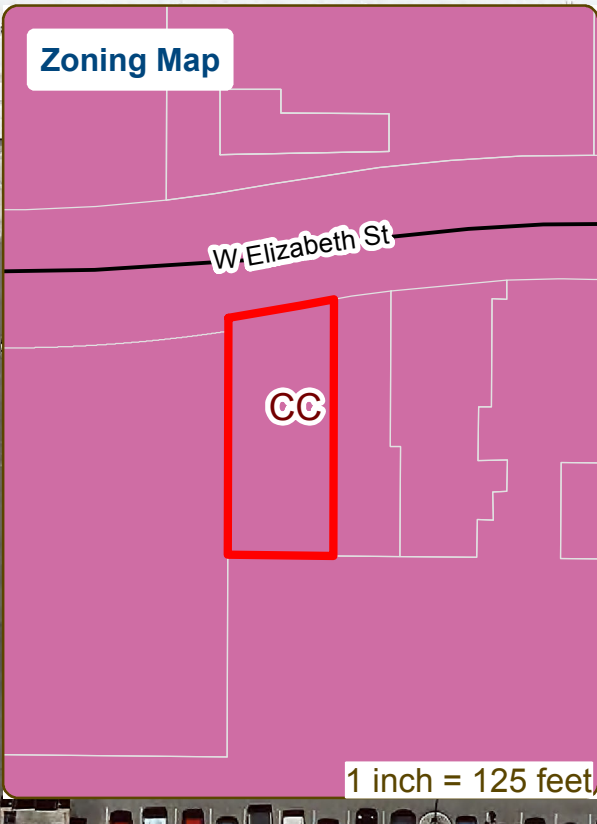
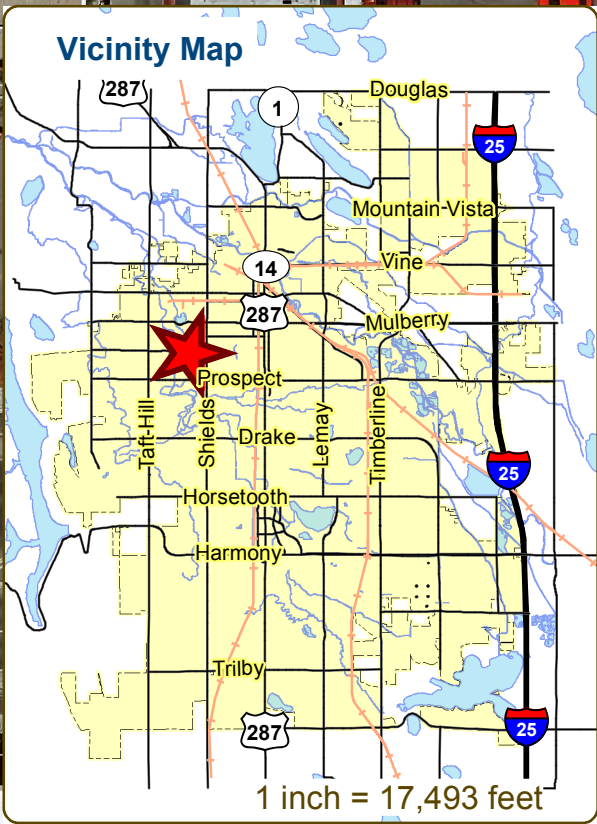
5. On project drawings, please be sure to label existing trees. If any trees need to be removed as part of the project, please contact Forestry (221-6660) to conduct an on-site assessment to determine conditions of on-site trees and mitigation values.
6. Please let me know if/when a decision has been made on whether any exterior alterations will be proposed for the structure and we can then sit down and go over the final development review process, specific submittal requirements, and review fees.
7. The proposed development is subject to a Basic Development Review, please contact the Zoning Department regarding your formal submittal.



# 1305 W Elizabeth St. Drive-thru Restaurant



**Aerial Site Map**



**1 inch = 50 feet**

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CONCEPTUAL REVIEW: APPLICATION

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

Contact Name(s) and Role(s) (Please identify whether Consultant or Owner, etc) Cathy Mathis, TB Group

Stan Arnett, r4 Architects

Business Name (if applicable)

Your Mailing Address 444 Mountain Avenue, Berthoud CO 80513

Phone Number 970.532.5891 Email Address cathy@tbgroup.us

Site Address or Description (parcel # if no address) 1305 Elizabeth Street

Description of Proposal (attach additional sheets if necessary) Proposed Dutch Bros drive-through. Building is 480 +/- sq. ft. with 6 proposed parking stalls. Access will be from a shared driveway with Sonic.

Proposed Use Drive-Through Restaurant Existing Use Car Wash

Total Building Square Footage +/- 480 S.F. Number of Stories 1 Lot Dimensions 68' x 166'

Age of any Existing Structures Unknown

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

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

Is your property in a Flood Plain? [X] Yes [ ] No If yes, then at what risk is it? Moderate Risk 100-year

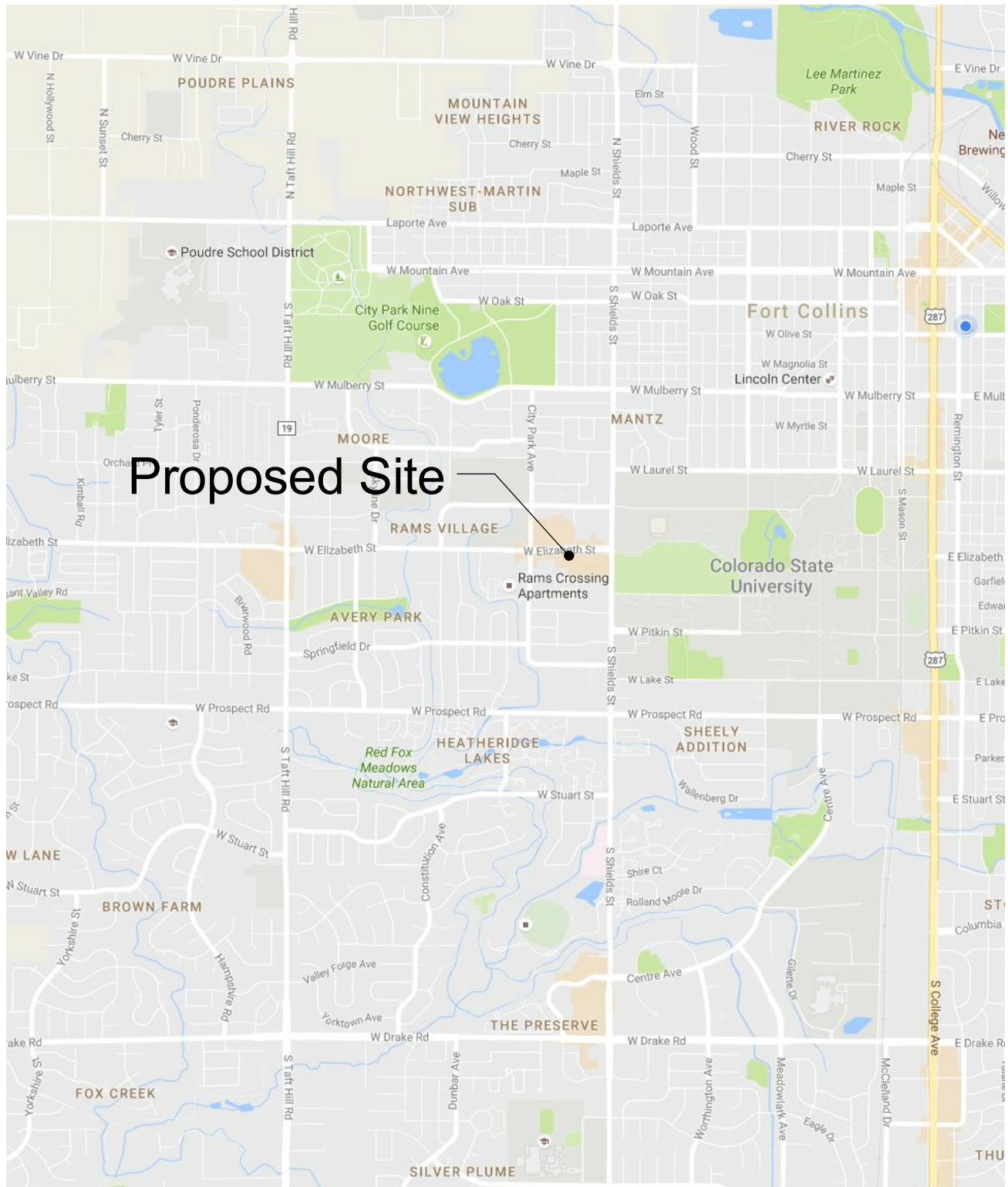
Info available on FC Maps: http://gisweb.fcgov.com/redirect/default.aspx?layerTheme=Floodplains.

Increase in Impervious Area There will probably be a decrease 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?





**Proposed Site**



226 Remington, Unit #3  
 Fort Collins, CO 80524  
 phone 970/224-0630  
 www.r4architects.com

# Dutch Bros. Concept

## Vicinity Map

No.	Description	Date	Project number	P2016
1	FC Conceptual Review	11/17/2016	Date	11/17/2016
			Drawn by	SA
			Checked by	

# ARCH 1

Scale 1/4" = 1'-0"





Existing  
Five Guys

Existing  
Sonic  
Drive-In



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phone 970/224-0630  
www.r4architects.com

# Dutch Bros. Concept

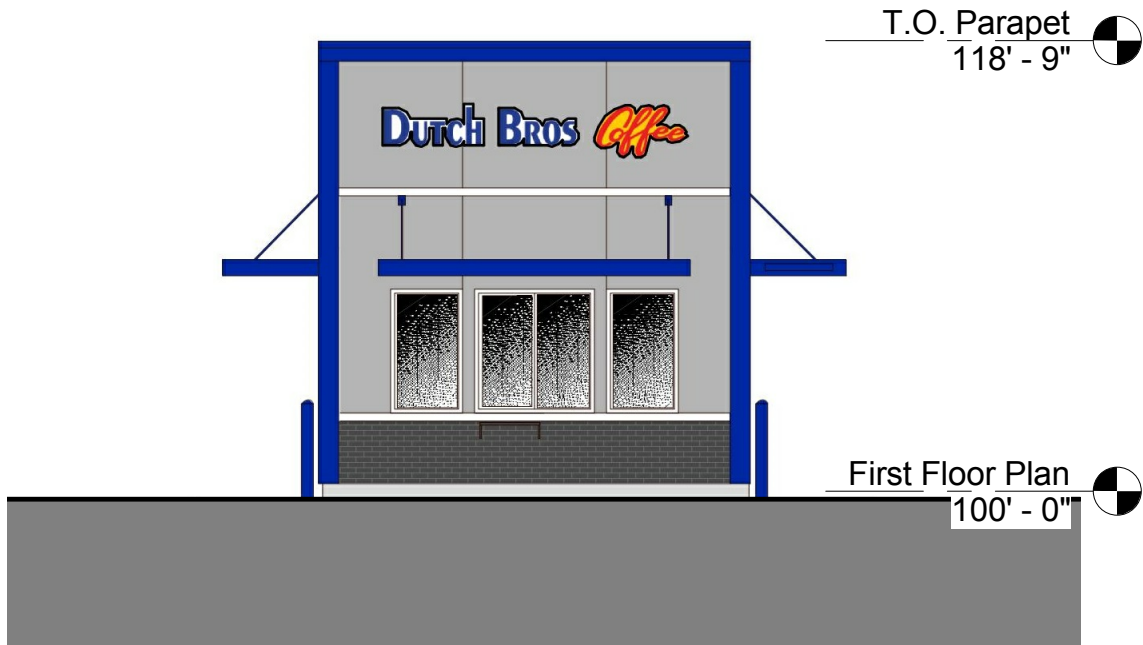
## Site Plan

No.	Description	Date	Project number	P2016
1	FC Conceptual Review	11/17/2016	Date	11/17/2016
			Drawn by	SA
			Checked by	

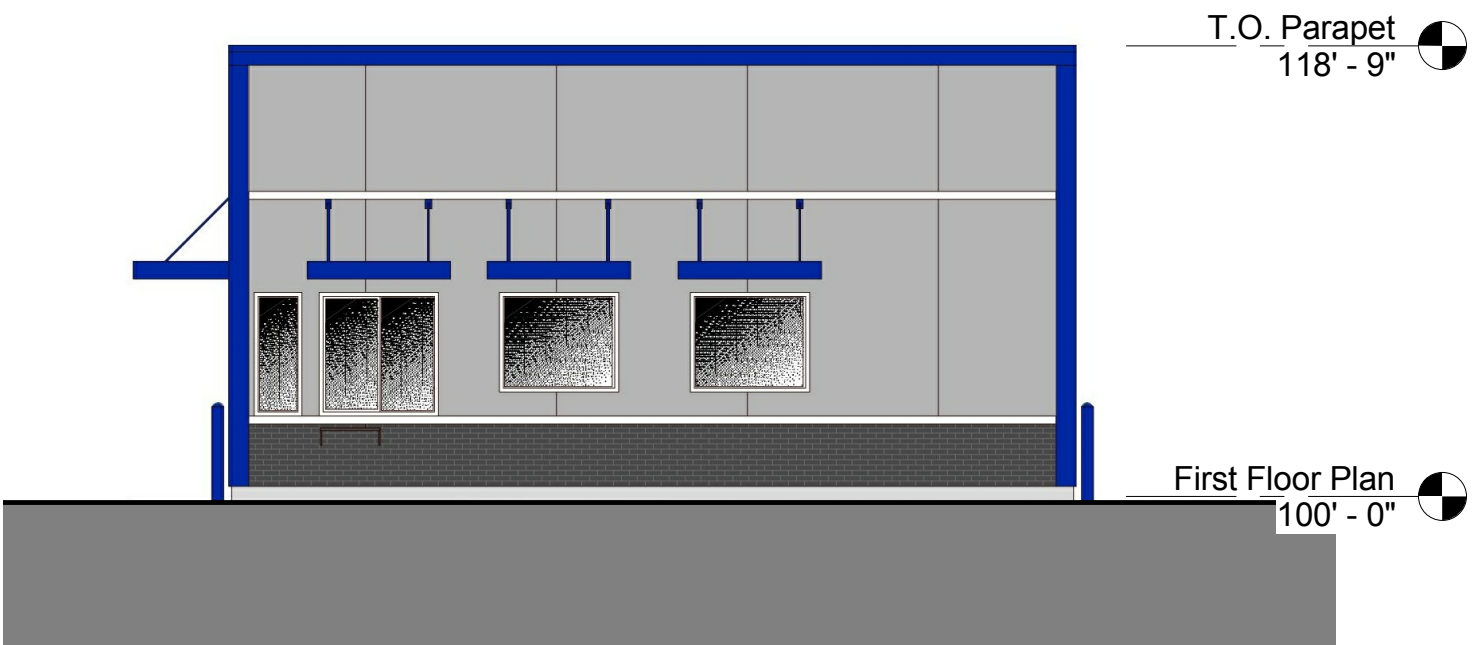
# ARCH 2

Scale 1" = 30'-0"





1 Northeast Elevation  
1/8" = 1'-0"



2 Northwest Elevation  
1/8" = 1'-0"



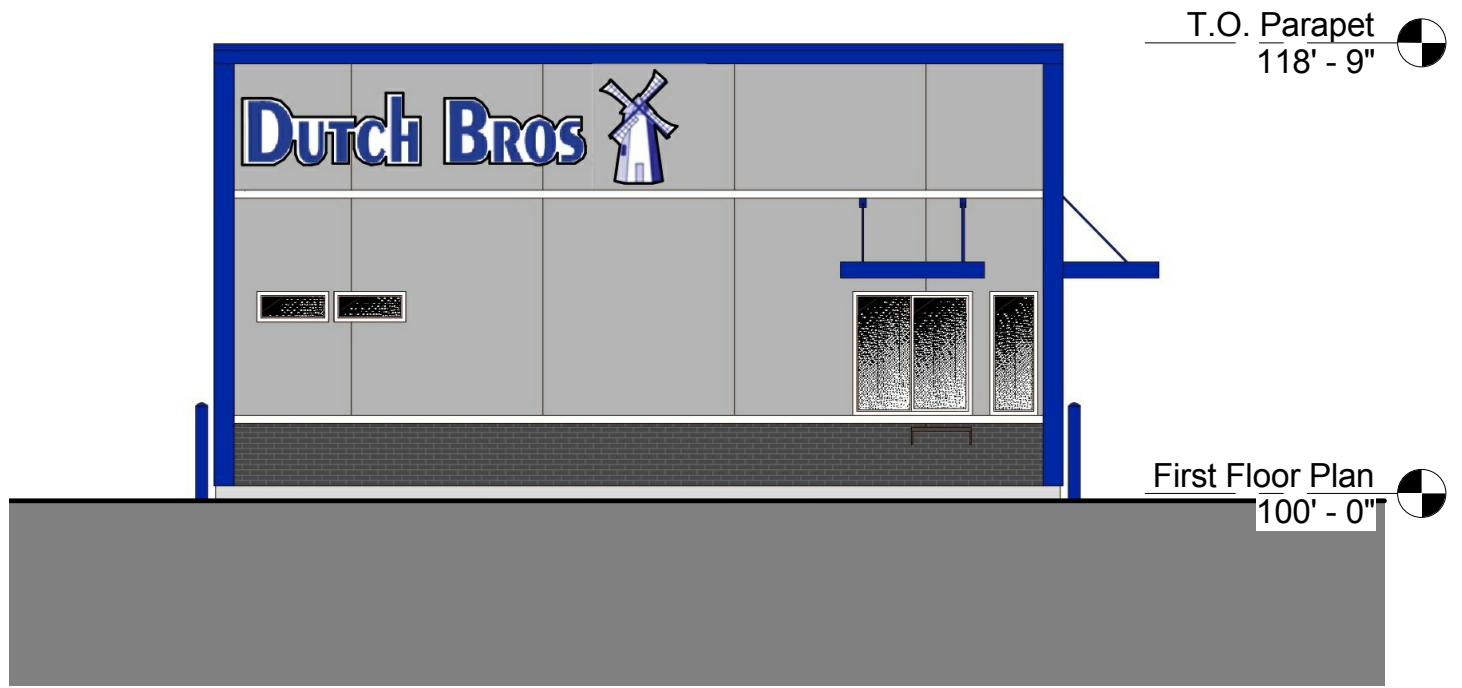
226 Remington, Unit #3  
Fort Collins, CO 80524  
phone 970/224-0630  
www.r4architects.com

# Dutch Bros. Concept

## Building Elevations

No.	Description	Date	Project number	P2016	ARCH 4
1	FC Conceptual Review	11/17/2016	Date	11/17/2016	
			Drawn by	SA	
			Checked by		
				Scale	





1 Southeast Elevation  
1/8" = 1'-0"



2 Southwest Elevation  
1/8" = 1'-0"



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phone 970/224-0630  
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# Dutch Bros. Concept

# Building Elevations

No.	Description	Date	Project number	P2016	ARCH 5
1	FC Conceptual Review	11/17/2016	Date	11/17/2016	
			Drawn by	SA	
			Checked by		
				Scale	



December 05, 2016

Cathy Mathis  
TBGroup  
444 Mountain Ave.  
Berthoud, CO 80513

**Re:** 1305 W Elizabeth St. - Drive-Thru Restaurant

**Description of project:** This is a request to build a drive-thru restaurant at 1305 Elizabeth St. (parcel #9715429005). The restaurant would replace the existing car wash and would contain 6 parking spaces. The new restaurant would share an access point with the existing Sonic restaurant. The site is located in the Community Commercial (CC) zone district.

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, Jason Holland, at 970-224-6126 or [jholland@fcgov.com](mailto:jholland@fcgov.com).

**Comment Summary:**

**Department: Zoning**

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

1. Please remove any notes regarding signage. A separate review and permit is required for signage.
2. LUC 3.2.1 A landscape plan is required.
3. LUC (Land Use Code) 3.2.2(C)(4)(b) A minimum of 4 bicycle parking spaces are required. All of these can be fixed racks.
4. Minimum and maximum parking allowed can be found in table 3.2.2(K)(2)(a) of the LUC.
5. Handicap parking spaces will be required per section LUC 3.2.2(K)(5).
6. Trash enclosure needed as per 3.2.5, The development shall provide adequate sized, conveniently placed trash and recycling enclosure. Design needs to include a separate walk in access separate to the main access.
7. Site lighting needs to be provided as per 3.2.4 (C), a lighting plan, including photometrics and fixture cut sheets. Use of warmer color temperatures(3000 Kelvin or less)in site light fixtures is preferred.
8. All mechanical equipment, meters, conduit, vents and RTU's shall be screened from public view both from above and below by integrating it into the building and roof design as per 3.5.1(l)(6).

**Department: Water-Wastewater Engineering**

**Contact: Heather McDowell, 970-224-6065, [hmcowell@fcgov.com](mailto:hmcowell@fcgov.com)**

1. There is an existing 8-inch water main in Elizabeth Street with 2 existing 1-inch taps that combine into a single 2-inch water service. There are some water services along Elizabeth that have old wheel valves on them. If this service has a wheel valve on it, it will need to be replaced with a modern curb stop type valve. There does not appear to be a fire service to this property.
2. There is an existing 8-inch sewer main in Elizabeth Street that services this property.
3. Please note that all City of Fort Collins Utility Customers are subject to City Code requirements for wastewater. These requirements include Section 26-306 Wastewater Discharge Permit Requirements and Section 26-332 Prohibitive Discharge Standards. A permit may be required depending on activities on the site; however, discharge standards apply to every customer, both large and small, regardless of what activities take place on the site. Please contact Industrial Pretreatment, (970)221-6900, to discuss these requirements and how they apply to this development
4. Water conservation standards for landscape and irrigation will apply. Information on these requirements can be found at: <http://www.fcgov.com/standards>
5. 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 traffic volume from this development meets the threshold for needing a Traffic Impact Study. Please have your traffic engineer contact me to scope the study.
2. Has the applicant considered a bike/ped walk up window? This would fit the context of the corridor well as multi-modal travel is a significant share of traffic.

**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: Heather McDowell, 970-224-6065, [hmcowell@fcgov.com](mailto:hmcowell@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 and construction plans are required and they must be prepared by a Professional Engineer registered in the State of 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. 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.

5. Low Impact Development (LID) requirements are required on all new or redeveloping property which includes sites required to be brought into compliance with the Land Use Code. These require a higher degree of water quality treatment 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.
6. There is an existing storm pipe (~24-inch RCP) located along the property frontage that can be utilized for stormwater outfall from this site.
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.
9. The 2016 city wide Stormwater development fee (PIF) is \$8,217/acre for new impervious area over 350 square feet and there is a \$1,045/acre of site 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 our Utility Fee and Rate Specialists at (970) 416-4252 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.
10. A portion of this property is located in the City regulated, 100-year Canal Importation Basin floodplain. Any development within the floodplain must obtain a floodplain use permit and comply with the safety regulations of Chapter 10 of City Municipal Code. A City Flood Risk Map is attached.
11. Please show the boundaries of the floodplain and floodway on site drawings as applicable so that it is clear which improvements or structures will be impacted. Contact Beck Anderson of Stormwater Master Planning at [banderson@fcgov.com](mailto:banderson@fcgov.com) for floodplain CAD line work.
12. Construction of non-residential structures is allowed in the floodplain provided the structures meet all the requirements of Chapter 10 including elevating or floodproofing the lowest floor of the building, and all duct work, heating, ventilation, AC, electrical systems, etc. to the Regulatory Flood Protection Elevation (RFPE). The RFPE is the Base Flood Elevation (BFE) plus an additional amount for safety.  $RFPE = BFE + 18\text{-inches}$  for non-residential structures. Please note: If any part of the building is within the floodplain boundary then the entire structure is considered to be in the floodplain and the entire building envelope must meet the requirements of elevating and/or floodproofing to the RFPE. Given the proposed configuration of the building, a corner of the structure may be within the floodplain boundary. Please add the floodplain boundaries onto the site plan so that it is clear whether or not the

structure will be located in the floodplain.

13. Even though only a small portion of the property is within the 100-year floodplain, most of the property is still within a moderate risk floodplain due to shallow flooding. The applicant is encouraged to elevate the structure as much as possible to prevent damage in a flood.
14. If floodproofing is chosen as an option rather than elevating the structure, all the requirements of Section 10-38 of City Code must be met. Floodproofing Guidelines as well as a FEMA Floodproofing Certificate (which will be required before construction begins, and again after construction is complete and prior to issuing a Certificate of Occupancy) can be obtained at <http://www.fcgov.com/utilities/what-we-do/stormwater/flooding/forms-documents>. FEMA Technical Bulletin 3, "Non-Residential Floodproofing – Requirements and Certification" can be found at <http://www.fema.gov/media-library-data/20130726-1511-20490-5294/job6.pdf>.
15. Nonstructural development (grading, fencing, detention ponds, hard surface paths, trails, walkways, vegetation, etc.) is allowed in the floodplain as long as a floodplain use permit is obtained prior to construction.
16. Any development within the floodplain boundary including, site work, structures, utilities, and landscaping must be preceded by an approved floodplain use permit and comply with the safety regulations of Chapter 10 of the City Municipal Code. The permit for can be obtained at <http://www.fcgov.com/utilities/what-we-do/stormwater/flooding/forms-documents>.
17. In addition to obtaining an approved Floodplain Use Permit, any development in the Floodway (utility work, landscaping, paving, curb & gutter, sidewalks, etc.) must be preceded by a No-Rise Certification. The No-Rise Certification must be prepared by a professional engineer licensed in the State of Colorado.
18. Development review checklists and permit application forms for floodplain requirements can be obtained at <http://www.fcgov.com/utilities/what-we-do/stormwater/flooding/forms-documents>. Please utilize these documents when preparing your plans for submittal.
19. Please contact Heidi Hansen with any questions about these comments or to schedule a meeting to discuss any requirements for development in the floodplain. [hhansen@fcgov.com](mailto:hhansen@fcgov.com) 970-221-6854.

**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 as measured by an approved route around the perimeter. For the purposes of this section, fire access cannot be measured from an arterial road (W Elizabeth). If not already provided, a fire lane will be required on the adjoining property to the east at this time, along with posted fire lane signage. 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 provided below.

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

**2. 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.
- International Fire Code 503.2.3, 503.2.4, 503.2.5, 503.3, 503.4 and Appendix D; FCLUC 3.6.2(B)2006 and Local Amendments.

### 3. WATER SUPPLY

Hydrant spacing and flow must meet minimum requirements based on type of occupancy. A hydrant is required within 300' of any Commercial Building as measured along an approved path of vehicle travel. The existing utility infrastructure available in the area meets current fire code requirements related to hydrant distance. 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.

## Department: Environmental Planning

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

1. If updates to lighting will be proposed note: regarding LED light fixtures, cooler color temperatures are harsher at night and cause more disruption to circadian (biological) rhythms for both humans and wildlife. Warmer color temperature (warm white, 3000K or less) for any LED light fixtures requested and those with dimming capabilities so that light levels can be adjusted. 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 please see: <http://darksky.org/ama-report-affirms-human-health-impacts-from-leds/>
2. 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, butterflies, 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 is: <http://www.fcgov.com/naturalareas/pdf/nativeplants2013.pdf>.
3. If trees will be impacted on site 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. 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.



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

5) 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)

Please consider City sustainability goals and ways this development can engage with these efforts.

**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. The existing driveway will need to be evaluated to determine if the slopes and width will meet ADA requirements or if reconstruction is needed.
5. Any public improvements must be designed and built in accordance with the Larimer County Urban Area Street Standards (LCUASS). They are available online at: <http://www.larimer.org/engineering/GMARdStds/UrbanSt.htm>
6. This project is responsible for dedicating any right-of-way and easements that are necessary or required by the City for this project. 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 (15 foot along an arterial, 8 foot along an alley, and 9 foot along all other street classifications). Information on the dedication process can be found at: <http://www.fcgov.com/engineering/devrev.php> Additional right-of-way may need to be dedicated in accordance with the West Elizabeth Enhanced Travel Corridor Plan. Based on page 44 of the report which shows a 98 foot new cross-section and an average existing cross-section of 92 feet – there is 6 feet of right-of-way split on both sides of the road for 3 feet each. In looking at the existing condition along this property, there appears to be 80 feet of exiting right-of-way along Elizabeth Street, not 92 feet. As a result, along this stretch, there is actually 18 total right-of-way feet short and as a result, 9 feet of right-of-way dedication is required from the property in conformance with the West Elizabeth Enhanced Travel Corridor Plan. The dedication of a 15' utility easement from the new right-of-way is then required.

7. The construction of frontage improvements to Elizabeth Street in accordance with the West Elizabeth Enhanced Travel Corridor Plan should be implemented to the extent it can function within the existing condition. There appears to be about 68 feet of existing flowline to flowline width along Elizabeth Street. The new cross section in the Plan shows 74 feet of flowline to flowline width. That would mean about an additional 6 feet of total road widening requiring the widening of an additional 3 feet along the frontage, and then from there implement a 12 foot wide attached sidewalk from this new flowline. Offsite design should then be performed a thousand feet in each direction in accordance with LCUASS arterial street design requirements, to help show how future redevelopment and/or a capital project would then continue from the portion they widened. Details of tying into the existing infrastructure on both sides of the 3 feet of road widening (sidewalks, drainage, flowlines, etc.) would need to be looked at and considered.
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. LCUASS parking setbacks (Figure 19-6) apply and will need to be followed depending on parking design.
12. All fences, barriers, posts or other encroachments within the public right-of-way are only permitted upon approval of an encroachment permit. Applications for encroachment permits shall be made to Engineering Department for review and approval prior to installation. Encroachment items shall not be shown on the site plan as they may not be approved, need to be modified or moved, or if the permit is revoked then the site/ landscape plan is in non-compliance.
13. Any rain gardens within the right-of-way cannot be used to treat the development/ site storm runoff. We can look at the use of rain gardens to treat street flows – the design standards for these are still in development.
14. Bike parking required for the project cannot be placed within the right-of-way and if placed just behind the right-of-way need to be placed so that when bikes are parked they do not extend into the right-of-way.
15. The public right-of-way shall not be used for staging or storage of materials or equipment associated with the Development, nor shall it be used for parking by any contractors, subcontractors, or other personnel working for or hired by the Developer to construct the Development. The Developer will need to find a location(s) on private property to accommodate any necessary Staging and/or parking needs associated with the completion of the Development. Information on the location(s) of these areas will be required to be provided to the City as a part of the Development Construction Permit application.

**Department: Electric Engineering**

**Contact: Rob Irish, 970-224-6167, [rirish@fcgov.com](mailto:rirish@fcgov.com)**

1. Light & Power has existing electric facilities running along the rear of the property. The existing building is currently fed from a 3-phase 120/240v delta bank at the rear of the property.
2. Any change / increase in the existing 3-phase electric service will require the owner to switch over to a 3-phase 120/208v service. This will require running new primary and setting a new transformer.
3. Transformer locations need to be within 10' of an asphalt surface accessible by a line truck. A minimum clearance of 8' must be maintained in front of the transformer doors and a minimum of 3' on the sides Transformer and meter locations will need to be coordinated with

Light & Power Engineering. Certain building materials and or building design may require more clearance. Please click on the following link for Electric Service Standards.  
<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guidelines-regulations>

4. A commercial service information form (C-1 form) and a one line diagram will need to be submitted to Light & Power Engineering for all proposed commercial buildings and multi-family (commercial) buildings larger than a duplex. A link to the C-1 form is below:  
<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guidelines-regulations>
5. Any relocation or modification to existing electric facilities will be at the expense of the owner/developer. If Light & Power's existing electric facilities are to remain within the limits of the project they must be located within a utility easement.
6. Electric Capacity Fee, Building Site charges, and any system modification charges necessary will apply to this development. Please contact us if you have any questions regarding the fees for the project and reference our fee estimator at:  
<http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees>
7. Please contact Light & Power Engineering if you have any questions at 221-6700. Please reference our policies, development charge processes, and use our fee estimator at <http://www.fcgov.com/utilities/business/builders-and-developers>.

### **Department: Building Inspection**

**Contact: Sarah Carter, 970-416-2748, [scarter@fcgov.com](mailto:scarter@fcgov.com)**

1. Adoption of the 2015 I-Codes is anticipated for January 2017. Be advised that permit applications submitted after the code adoption date will be subject to the new codes and standards, as amended. For more information, contact Sarah Carter, Plans Examiner at 970-416-2748 or [scarter@fcgov.com](mailto:scarter@fcgov.com).
2. Construction shall comply with adopted codes as amended. Current adopted codes are:  
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  
Fort Collins has amendments to most of the codes listed above. See the [fcgov.com/building](http://fcgov.com/building) web page to view them.

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: 2012 IECC commercial chapter.

### **Planning Services**

**Contact: Jason Holland, 970-224-6126, [jholland@fcgov.com](mailto:jholland@fcgov.com)**

1. The proposed restaurant with drive through use is not permitted in the C-C zone district. City Plan limits drive-through restaurants to other zone districts. For a complete list of permitted uses in each zone district in a matrix format, please see here:

2. With the current car wash use, I would encourage you to enlist the help of a Landscape Architect to install additional shrubs/grasses within the existing planting beds on the property and to replace the rock mulch with a hardwood mulch at least 3 inches in depth. Landscape beds on the site are currently a bit sparse with gaps in coverage. Would encourage infilling with a low mix of shrubs/grasses and with drip irrigation.
3. An APU to add a restaurant with a drive through is not supportable. The zoning district restricts the use intentionally, and therefore adding the use is a fundamental issue that could be used as a justification by other similar proposals. The applicant has the option to move forward with an APU process should your team feel that this is a reasonable option.
4. Should you chose to move forward with a PDP, please contact me so that I can coordinate your formal submittal requirements. Please also be aware that combined PDP/FDP's are not recommended and that if you chose to go this route, the plans must be ready for mylar prior to going to a hearing.
5. Access and use of the off-site drive aisle to the east may be an issue that comes up during the process. Verification that the adjacent property owner has no objections to the site plan concept, in which parking is added along their drive aisle, could be helpful prior to a public hearing.
6. The proposed addition of permitted use is subject to Section 1.3.4 Addition of Permitted Uses, of the LUC. The proposed use is subject to a Type 2 (Planning and Zoning Board) review and public hearing. The applicant for this development request will be required to hold a neighborhood information meeting prior to formal submittal of the project. Type 2 development proposals are subject to the neighborhood meeting requirement, per Section 2.2.2 of the LUC. Please contact me at 221-6750, to assist you in setting a date, time, and location for a meeting. A planner and possibly other City staff, would be present to facilitate the meeting.
7. 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.
8. This development proposal will be subject to all applicable standards of the Fort Collins Land Use Code (LUC), including Article 3 General Development Standards. The entire LUC is available for your review on the web at <http://www.colocode.com/ftcollins/landuse/begin.htm>.
9. If this proposal is unable to satisfy any of the requirements set forth in the LUC, a Modification of Standard Request will need to be submitted with your formal development proposal. Please see Section 2.8.2 of the LUC for more information on criteria to apply for a Modification of Standard.
10. Please see the Submittal Requirements and Checklist at: <http://www.fcgov.com/developmentreview/applications.php>.
11. The request will be subject to the Development Review Fee Schedule that is available in the Community Development and Neighborhood Services office. The fees are due at the time of submittal of the required documents for the appropriate development review process by City staff and affected outside reviewing agencies. Also, the required Transportation Development Review Fee must be paid at time of submittal.
12. When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.



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

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

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

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

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

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

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

Frost Depth: 30 inches.

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

Seismic Design: Category B.

Climate Zone: Zone 5.

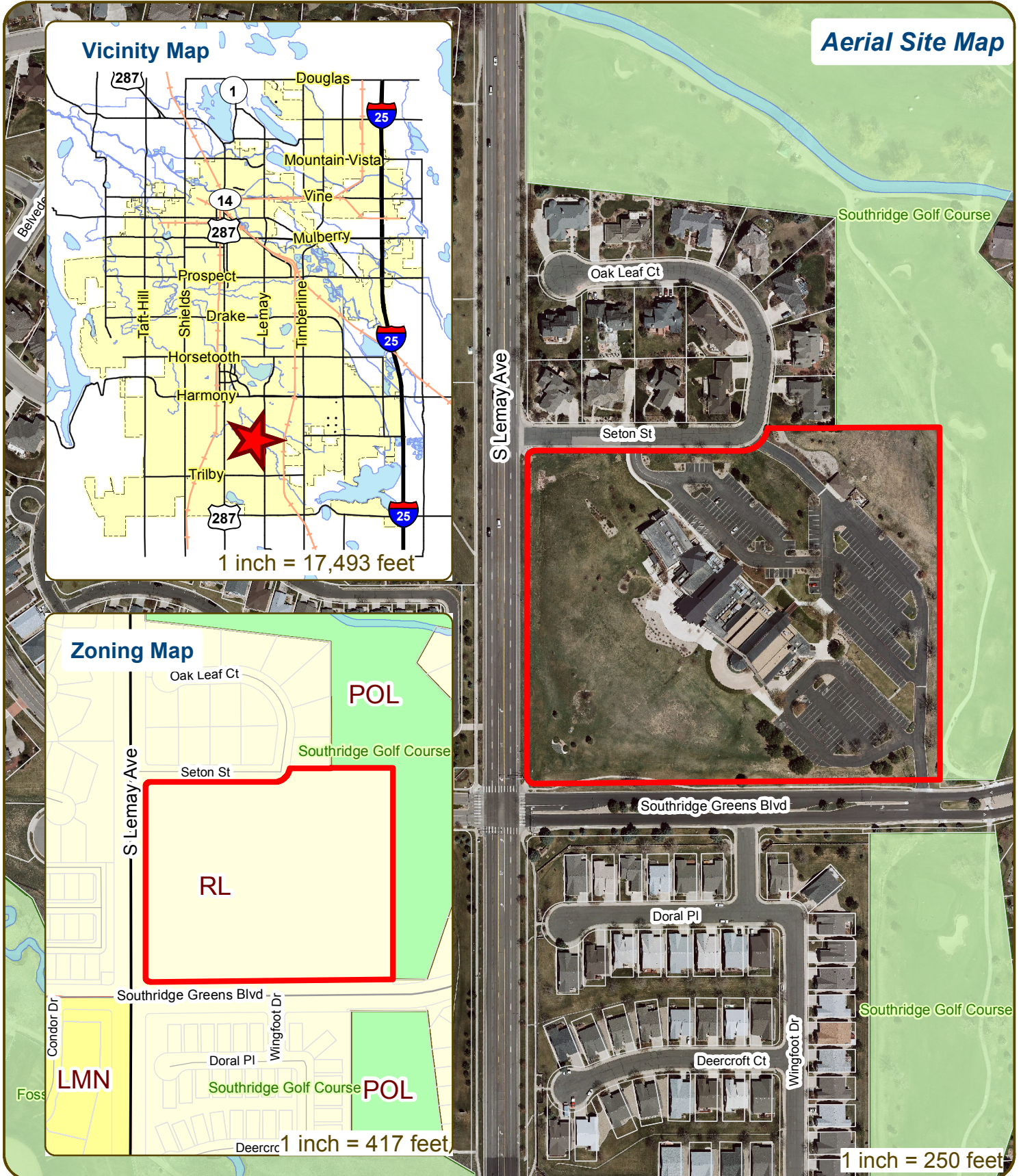
#### Energy Code Use

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

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

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

# 5450 S Lemay Ave. Addition



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) \_\_\_\_\_

Jonathan Rosenthal (Consultant )

Business Name (if applicable) Eidos Architects PC

Your Mailing Address 5400 Greenwood Plaza Blvd., Greenwood Village, CO 80111

Phone Number 720.200.0630 Email Address jrosenthal@eidosarch.com

Site Address or Description (parcel # if no address) St. Elizabeth Ann Seton Parish 5450 S. Lemay Ave., Fort Collins, CO 80525

Description of Proposal (attach additional sheets if necessary) To amend the ODP showing the Worship space in a new location as well as other future phasing updates. AND an amendment to allow for a new worship space.

Proposed Use Church Existing Use Church

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

Age of any Existing Structures 30 yrs. and 12 yrs.

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

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

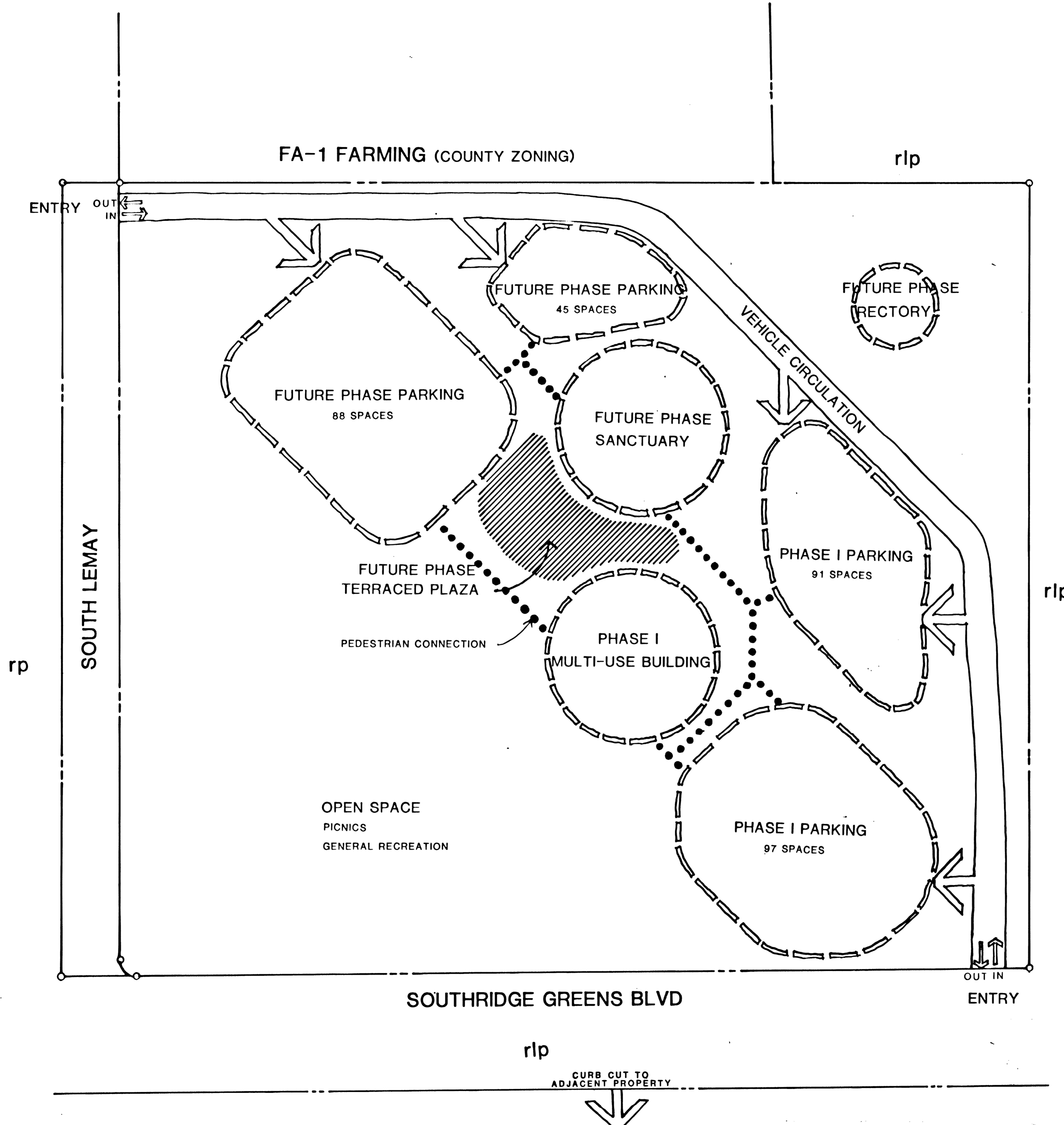
Is your property in a Flood Plain? [ ] Yes [X] No If yes, then at what risk is it? \_\_\_\_\_

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

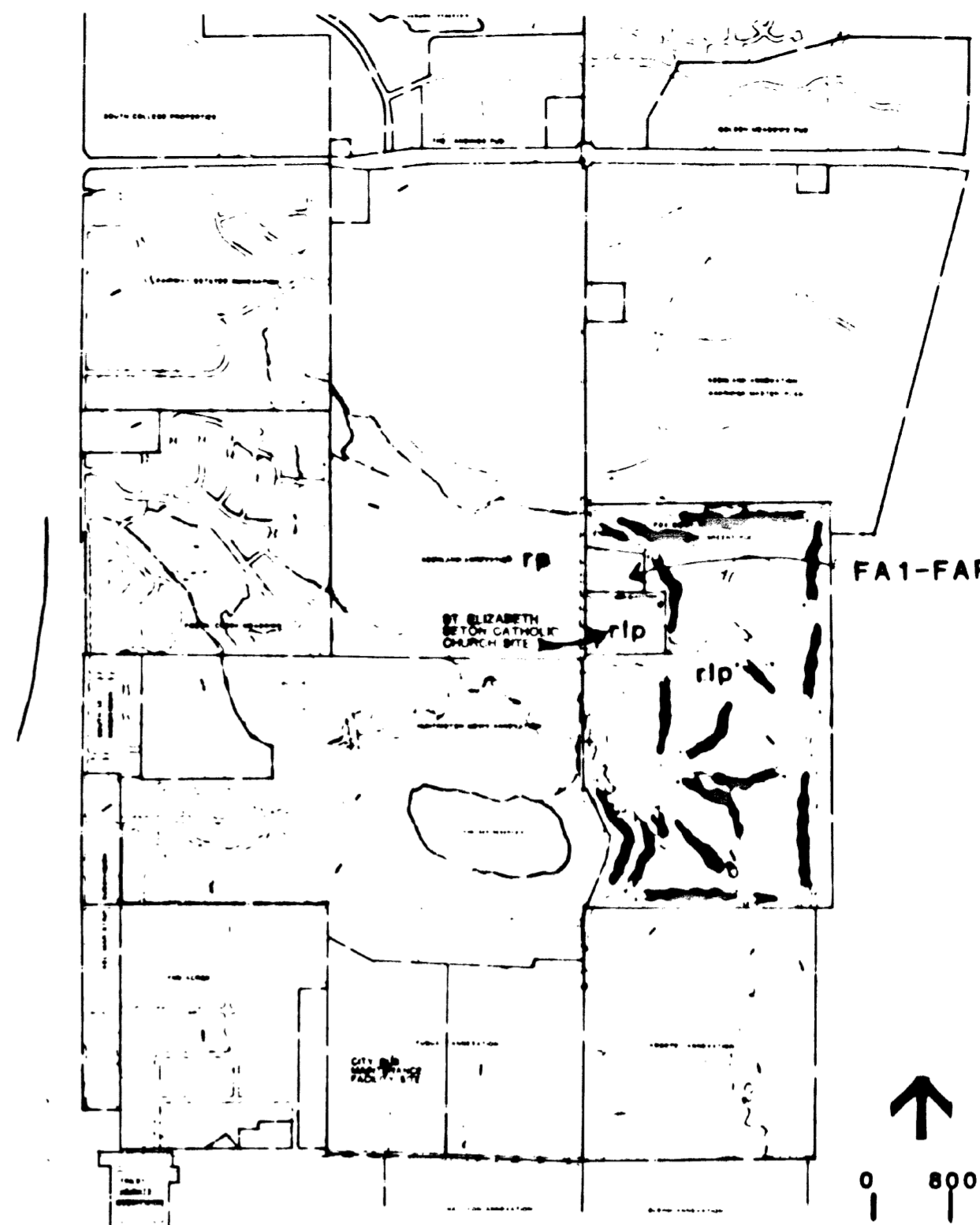
Increase in Impervious Area 13,600 S.F. (Approximate amount of additional building, pavement, or etc. that will cover existing bare ground to be added to the site)

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?



ENGINEERING DEPT. NOTE:  
THIS REPRESENTS THE  
BEST QUALITY IMAGE POSSIBLE  
TAKEN FROM VERY POOR QUALITY  
ORIGINALS



**VICINITY MAP**  
**LAND USE DATA**

Land Use	Area	% of Net Area (Phase II)
Gross Area	604,611.8 s.f.	13.80 AC.
Net Area	578,147.6 s.f.	12.740 AC.
Net Area (Phase II)	227,933.6 s.f.	5.23 AC.
Coverage	Area	% of Net Area (Phase II)
Buildings	14,700 s.f.	6.4%
Parking & drives	95,655 s.f.	41.96%
Open space	118,415.6 s.f.	51.95%
Total Floor Area	17,418 s.f.	7.55%

Maximum Building Height 60ft.

Category	Count
Required	175 (11 car/4 spaces)
Provided	172
Shortage	3
Handicapped	3
Net of 10' x 10' 6"	3
Net of 10' x 10' 6"	3
Total	184

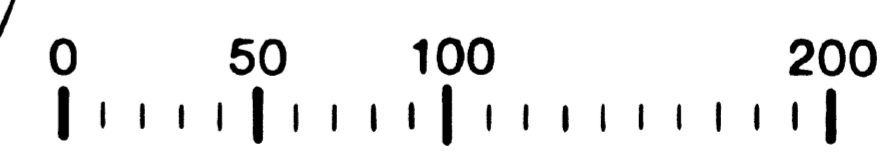
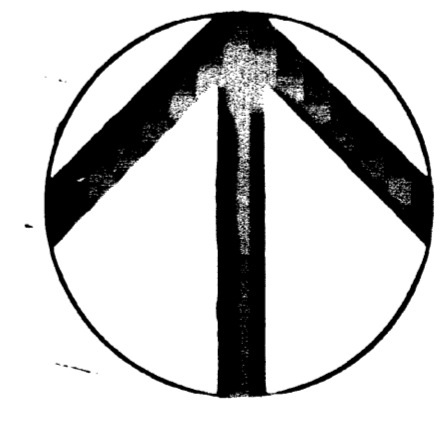
Approved by the Planning and Zoning Board of the City of Fort Collins, Colorado, on this 20<sup>th</sup> day of June, A.D. 1984.  
*Catherine Chianese*  
Secretary of Planning and Zoning Board

The undersigned, being the lawful owners of the property described on this site plan, do hereby certify that they accept the conditions and restrictions set forth on said site plan.  
*George Evans* (signed)

This is to certify that on the 20<sup>th</sup> day of June, A.D. 1984, I examined the records of the Office of the Clerk and Recorder of Larimer County, Colorado, and established that the owners of record of the proposed PUD are as shown hereof on this date.  
*R. Paul Larson #2855* Attorney

**LEGAL DESCRIPTION**

A tract of land situated in the Southwest 1/4 of Section 8, Township 8 North, Range 88 West, of the Sixth P.M., City of Fort Collins, County of Larimer, State of Colorado, which considering the West line of said Southwest 1/4 as bearing S 02°03'20" E, and with all bearings contained herein relative thereto, is contained within the boundary lines which begin at the Southwest corner of said Section 8, and run thence S 00°03'20" E 122.58 feet, thence S 80°56'40" E 433.00 feet, thence S 00°03'20" W 720.56 feet to the South line of said Southwest 1/4; thence along said South line, S 08°28'22" W 829.00 feet to the point of beginning, containing 13.890 acres, more or less, and being subject to all easements and rights-of-way which are existing or are of record.



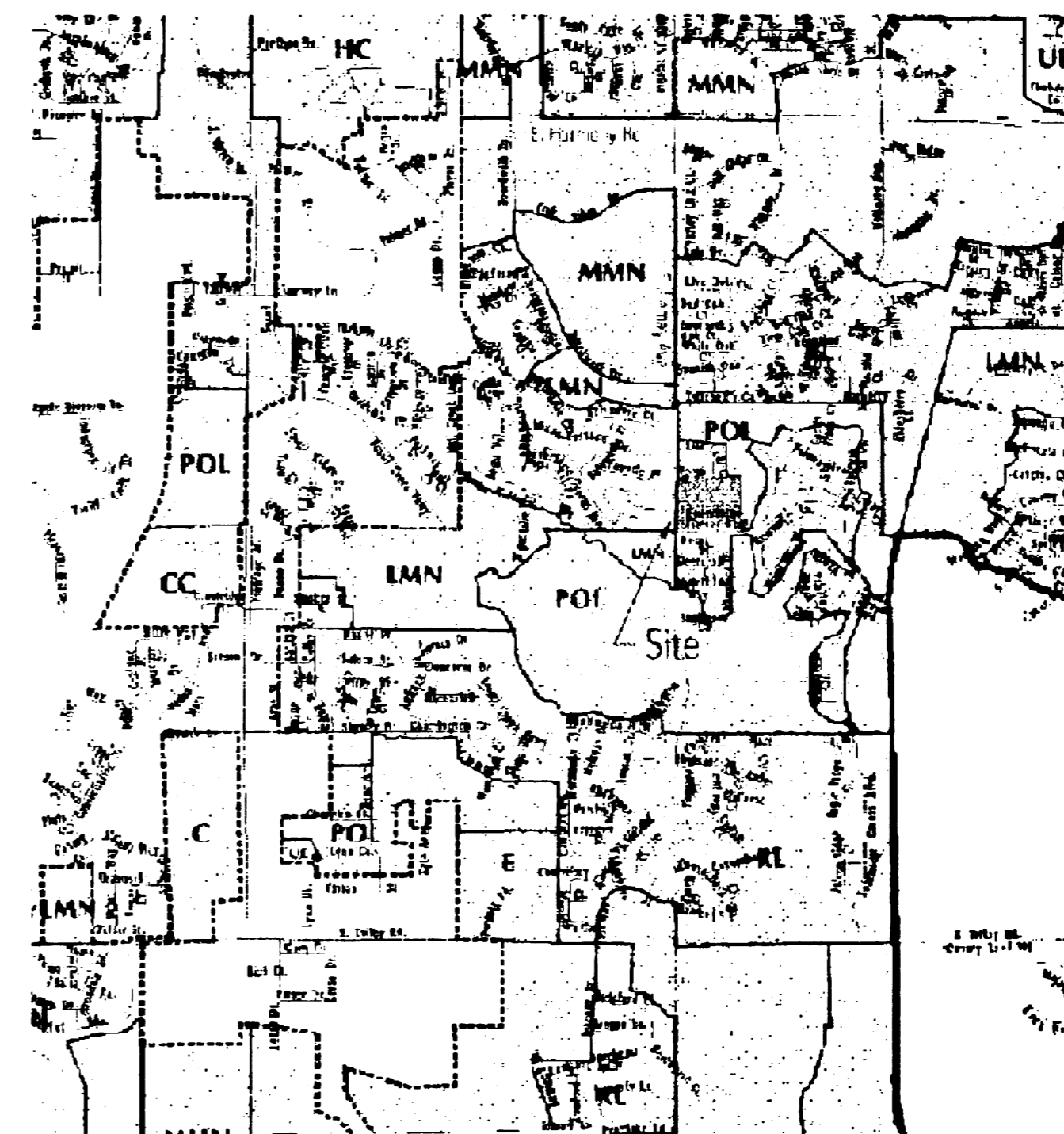
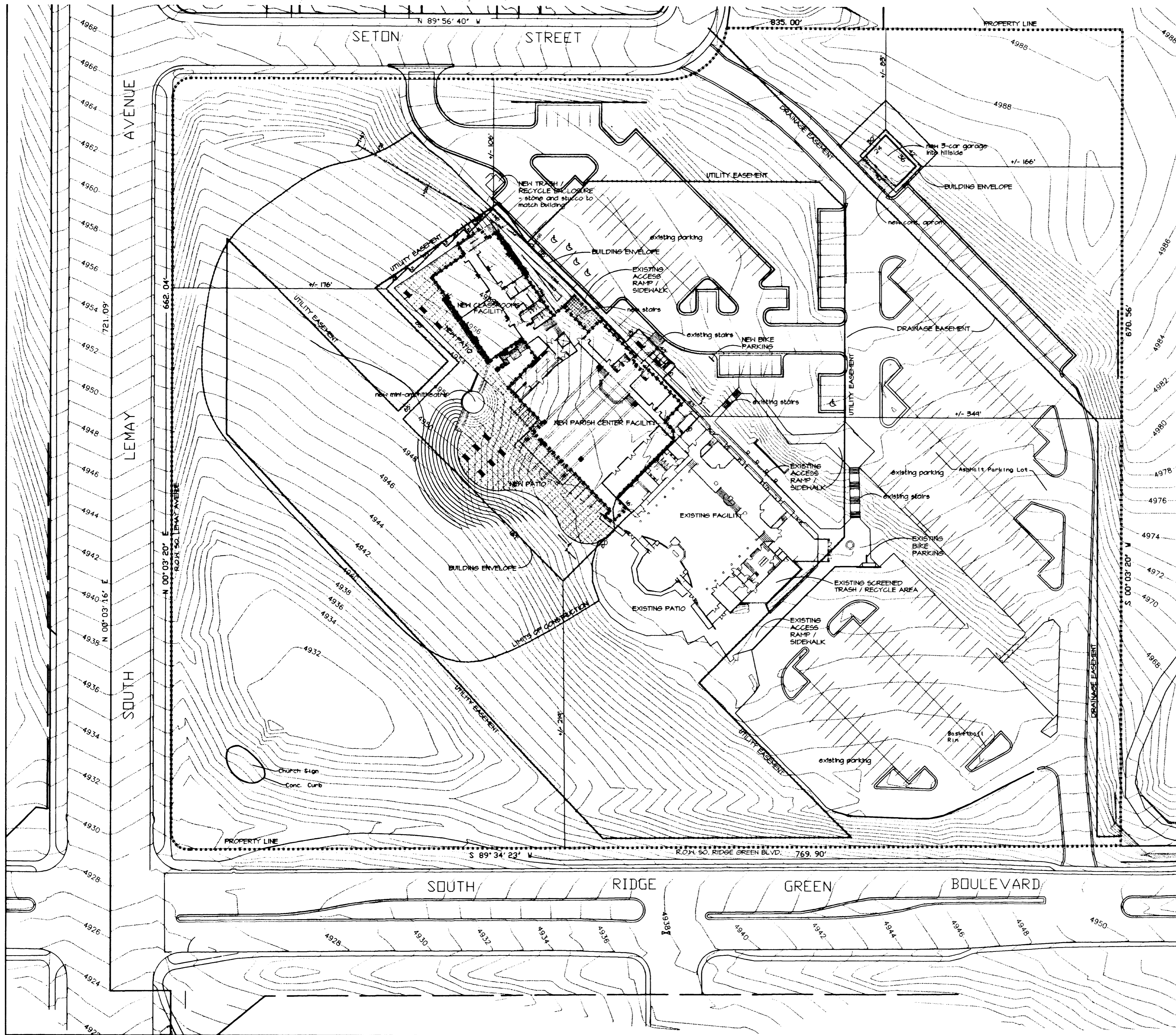
**ST. ELIZABETH SETON**  
**CATHOLIC CHURCH**

**PUD**

MASTER PLAN  
DATE SUBMITTED MAY 4, 1984  
DATE REVISED JUNE 7, 1984

**ZVFK**  
ARCHITECTS/PLANNERS  
S-140 1279  
218 WEST MOUNTAIN  
FT. COLLINS COLORADO  
80521 493-4105





land use data

Land Use Breakdown:	Existing	Existing Acreage	New S.F.	New Acreage	Total Change
Gross Area	604,612.3 s.f.	13.88 ac.	604,612.3 s.f.	13.88 ac.	0
Net Area	517,013.6 s.f.	11.87 ac.	517,013.6 s.f.	11.87 ac.	0

Coverage:	Existing Area	Existing % of Net Area	New Area	New % of Net Area	Total
Buildings	15,085.1 s.f.	24.17 %	14,180 s.f.	0.037 %	34,265 s.f.
Parking & Drives	135,982 s.f.	41.96 %	0 s.f.	0 %	135,982 s.f.
Open Space	77,852 s.f.	15.00 %	-14,180 s.f.	-0.036 %	58,672 s.f.
Total Floor Area	14,044 s.f.	3.68 %	31,400 s.f.	6.07 %	50,444 s.f.

Maximum Building Height: 40 ft.

Parking:	Existing Only	PARKING TO ACCOMMODATE ALL FACILITY USERS—USE IS STAGGERED THROUGHOUT EACH DAY.	Parking Ratio based on (1) parking space per (2) occupants.*
Standard	278		
Compact	9		
Handicap	8		
	Total 295		

Motorcycle	6
Bicycle	10

general site notes

1. Refer to Civil Plan for site drainage & utilities.
2. All signs will conform to City of Fort Collins standards.
3. Parking & drive shall be asphaltic concrete. Sidewalks & drop-off areas to be concrete.
4. All water & sanitary sewer construction shall comply with district standards and specifications.

St. Elizabeth Ann Seton Parish Center

main level	parish center new storage classrooms	10,868 sf 1,178 sf 6,597 sf
	total	18,643 sf
upper level	classrooms	6,246 sf
basement	youth center unfin. storage	4,370 sf 2,512 sf
total		29,259 fin sf 2,512 unfin.

SCALE - 1"=50'-0"

~~City of Fort Collins, Colorado  
UTILITY PLAN APPROVAL~~

APPROVED: \_\_\_\_\_ Date \_\_\_\_\_  
 CHECKED BY: \_\_\_\_\_ Date \_\_\_\_\_  
 CHECKED BY: \_\_\_\_\_ Date \_\_\_\_\_  
 CHECKED BY: \_\_\_\_\_ Date \_\_\_\_\_  
 CHECKED BY: \_\_\_\_\_ Date \_\_\_\_\_

OWNER'S CERTIFICATION

THE UNDERSIGNED DOES/DO HEREBY CERTIFY THAT I/WE ARE THE LAWFUL OWNERS OF THE REAL PROPERTY DESCRIBED ON THIS SITE PLAN AND DO HEREBY CERTIFY THAT WE ACCEPT THE CONDITIONS AND RESTRICTIONS SET FORTH ON SAID SITE PLAN.

The Archdiocese of Denver,  
A Colorado Corporation Sole

By: *Raymond N. Jones*  
Rev. Msgr. Raymond N. Jones,  
Vicar General, as Attorney-in-Fact  
For The Most Rev. Charles J. Chaput,  
O.F.M. Cap Archbishop of Denver

Date: \_\_\_\_\_

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THIS 21<sup>st</sup> DAY of May, 2003 BY

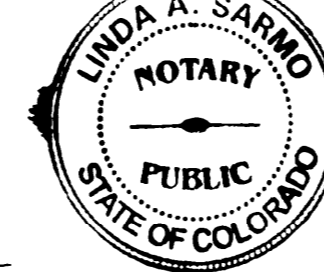
Raymond N. Jones  
(Print Name)

MY COMMISSION EXPIRES: 08-02-06

WITNESS MY HAND AND OFFICIAL SEAL

*Linda A. Sarmo*  
Notary Public

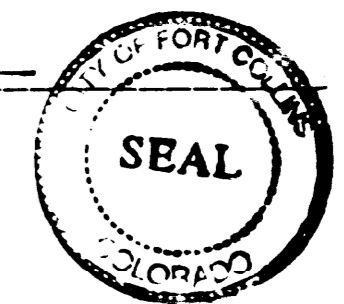
2339 So Madison St.  
Denver, CO 80210  
Address



signatures

This Major Amendment supercedes " the St. Elizabeth Seton PUD, 1984.

Effective July 2, 2003 Director of Planning *[Signature]*



# SITE PLAN ST. ELIZABETH ANN SETON NEW PARISH CENTER



Phase 1







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

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

December 02, 2016

Johnathan Rosenthal  
Eidos Architecture  
5400 Greenwood Plaza Blvd.  
Greenwood Plaza, CO 80111

**Re:** 5450 S Lemay Ave. - Addition

**Description of project:** This is a request to build an addition to the place of worship located at 5450 S Lemay Ave. (parcel #8606316901). This addition would require amending an Overall Development Plan for the site approved in 1984. This amendment would also include other future phasing updates. The site is located in the Low Density Residential (RL) zone district. This proposal will be subject to a Major Amendment.

Please see the following summary of comments regarding the project request referenced above. The comments offered informally by staff during the Conceptual Review will assist you in preparing the detailed components of the project application. Modifications and additions to these comments may be made at the time of formal review of this project. If you have any questions regarding these comments or the next steps in the review process, you may contact the individual commenter or direct your questions through the Project Planner, Clay Frickey, at 970-224-6045 or [cfrickey@fcgov.com](mailto:cfrickey@fcgov.com).

**Comment Summary:**

**Department: Zoning**

**Contact:** Ali van Deutekom, 970-416-2743, [avandeutekom@fcgov.com](mailto:avandeutekom@fcgov.com)

1. Will the addition create additional members? Will you provide extra parking or is the current parking underutilized? We would require a maximum of 1 parking space per 3 new seats in the worship space but I'd like to see a breakdown of the current parking spaces.
2. Do you have any bike parking?
3. A landscape plan will be required.
4. Any new lighting or existing lighting to be replaced must be full cut off and down directional.
5. Do you have a trash enclosure? The one shown on the new parish center site plan doesn't appear in a google earth image.
- 5.

**Department: Water-Wastewater Engineering**

**Contact:** Heather McDowell, 970-224-6065, [hmcowell@fcgov.com](mailto:hmcowell@fcgov.com)

1. This property is located within the Fort Collins-Loveland Water District and the South Fort Collins Sanitation District. Please contact them for any water and sewer development

requirements.

**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. Please provide a brief narrative on how this addition might change traffic.

**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. Please add "First Amendment" to the title of the amended ODP/Master Plan.
3. If a replat is needed for this property/project, addresses are not acceptable in the Subdivision Plat title/name.

**Department: Stormwater Engineering**

**Contact: Heather McDowell, 970-224-6065, [hmcowell@fcgov.com](mailto:hmcowell@fcgov.com)**

1. The design of this site must conform to the drainage basin design of the Fossil Creek Master Drainage Plan as well the Fort Collins Stormwater Criteria Manual. The drainage design for this existing site was originally done as part of the Saint Elizabeth Ann Seton Catholic Church PUD.
2. A drainage report and construction plans are required and they must be prepared by a Professional Engineer registered in the State of Colorado. The drainage report must address the four-step process for selecting structural BMPs.
3. It is important to document the existing impervious area since drainage requirements and fees are based on new impervious area. An exhibit showing the existing and proposed impervious areas with a table summarizing the areas is required prior to the time fees are calculated for each building permit.
4. 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).
5. When improvements are proposed to an existing developed site and there is an increase in impervious area greater than 1000 square feet, onsite detention is required with a 2-year historic release rate for water quantity. In the Fossil Creek basin the 2-year historic release rate is 0.2 cfs/acre.
6. Please note that the original detention pond design for this site was likely done using old rainfall data. Therefore, the entire site and detention pond will need to be re-analyzed and brought into compliance utilizing current rainfall data. Also, stormwater conveyance from the storm pipe at Seton Street and Lemay will need to be maintained through this site with any site improvements or grading modifications made to the site. This drainage conveyance will also need to be in an easement if it isn't already.
7. 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.
8. 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.
9. 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>
10. 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.
11. The 2016 city wide Stormwater development fee (PIF) is \$8,217/acre for new impervious area over 350 square feet and there is a \$1,045/acre of site 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 our Utility Fee and Rate Specialists at (970) 416-4252 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. 2015 IFC CODE ADOPTION  
The Poudre Fire Authority and the City of Fort Collins are in the process of adopting the 2015 International Fire Code. Building plan reviews shall be subject to the adopted version of the fire code in place at the time of plan review submittal and permit application.
2. AUTOMATIC FIRE SPRINKLER SYSTEM  
Extension or modification of the existing automatic sprinkler system will require a separate permit. Please contact Assistant Fire Marshal, Joe Jaramillo with any fire sprinkler related questions at 970-416-2868.
3. FIRE LANES  
Before an accurate assessment of fire access requirements can be completed, more information as to the building addition's height will be needed. In general, 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. For the purposes of this section, fire access cannot be measured from an arterial road (S Lemay Ave), but may be measured from a collector (Southridge Greens Blvd), as well as from any fire lanes internal to the site. If a fire lane has not been previously provided on this property, one will be needed at this time, along with fire lane signage. 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.

The existing site condition puts the building perimeter out of fire access by approximately 250'. The proposed building addition will extend the out-of-access condition to approximately

475'. The design team will need to explore options that could help to mitigate perimeter access. In addition, aerial apparatus access requirements are triggered for buildings in excess of 30' in height. Code language and fire lane specifications provided below.

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

#### 4. 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.

#### 5. STRUCTURES EXCEEDING 30' IN HEIGHT

> IFC Appendix D; Poudre Fire Authority Administrative Policy 85-5: In order to accommodate the access requirements for aerial fire apparatus (ladder trucks), required fire lanes shall be 30 foot wide minimum on at least one long side of the 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.

#### 6. FIRE LANE SIGNS

The limits of the fire lane shall be fully defined. Fire lane sign locations should be indicated on future plan sets. Code language provided below.

> IFC D103.6: Where required by the fire code official, fire apparatus access roads shall be marked with permanent NO PARKING - FIRE LANE signs complying with Figure D103.6. Signs shall have a minimum dimension of 12 inches wide by 18 inches high and have red letters on a white reflective background. Signs shall be posted on one or both sides of the fire apparatus road as required by Section D103.6.1 or D103.6.2.

#### 7. PUBLIC-SAFETY RADIO AMPLIFICATION SYSTEM TEST

> IFC 510 & 1103.2: New and existing buildings require a fire department, emergency communication system evaluation after the core/shell but prior to final build out. For the purposes of this section, fire walls shall not be used to define separate buildings. Where adequate radio coverage cannot be established within a building, public-safety radio amplification systems shall be designed and installed in accordance with criteria established by the Poudre Fire Authority.

LOCAL EXCEPTION: PFA will waive the testing requirement and system installation in all buildings less than 10,000 sq. ft. and any Type V construction building less than 15,000 sq. ft. PFA policy P15-510.1

#### 8. PRIVATE HYDRANTS

There is a question if the hydrant internal to the site is public or private. The installation of private hydrants require special permitting. Private fire hydrants shall have an approved maintenance plan as per IFC 507.5.3. Fire hydrants must be the type approved by the water district having jurisdiction and the Fire Department.

### Department: Environmental Planning

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

1. If updates to lighting will be proposed note: regarding LED light fixtures, cooler color temperatures are harsher at night and cause more disruption to circadian (biological) rhythms for both humans and wildlife. Warmer color temperature (warm white, 3000K or less) for any LED light fixtures requested and those with dimming capabilities so that light levels can be adjusted. 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 please see: <http://darksky.org/ama-report-affirms-human-health-impacts-from-leds/>
2. 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, butterflies, 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 is: <http://www.fcgov.com/naturalareas/pdf/nativeplants2013.pdf>.
3. If trees will be impacted on site 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. 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.

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

5) 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)

Please consider City sustainability goals and ways this development can engage with these efforts.

**Department: Engineering Development Review**

**Contact: Marc Virata, 970-221-6567, [mvirata@fcgov.com](mailto:mvirata@fcgov.com)**

1. Larimer County Road Impact Fees and Street Oversizing Fees are due at the time of building permit. Please contact Matt Baker at 224-6108 if you have any questions.
2. The City's Transportation Development Review Fee (TDRF) is due at the time of submittal. For additional information on these fees, please see: <http://www.fcgov.com/engineering/dev-review.php>
3. Any damaged curb, gutter and sidewalk existing prior to construction, as well as streets, sidewalks, curbs and gutters, destroyed, damaged or removed due to construction of this project, shall be replaced or restored to City of Fort Collins standards at the Developer's expense prior to the acceptance of completed improvements and/or prior to the issuance of the first Certificate of Occupancy.
4. All public sidewalk, driveways and ramps existing or proposed adjacent or within the site need to meet ADA standards, if they currently do not, they will need to be reconstructed so that they do meet current ADA standards as a part of this project. The existing driveways will need to be evaluated to determine if the slopes and width will meet ADA requirements or if they need to be reconstructed so that they do.
5. Any public improvements must be designed and built in accordance with the Larimer County Urban Area Street Standards (LCUASS). They are available online at: <http://www.larimer.org/engineering/GMARdStds/UrbanSt.htm>
6. This project is responsible for dedicating any right-of-way and easements that are necessary or required by the City for this project. 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 (15 foot along an arterial, 8 foot along an alley, and 9 foot along all other street classifications). Information on the dedication process can be found at: <http://www.fcgov.com/engineering/devrev.php>
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) may be needed to be obtained prior to starting any work on the site.

**Department: Electric Engineering**

**Contact: Rob Irish, 970-224-6167, [rirish@fcgov.com](mailto:rirish@fcgov.com)**

1. The existing building is currently fed by two 3-phase transformers, one on the Northeast side of the building and one on the South end of the building. Light & Power has existing electric facilities running along Lemay adjacent to this site and running into the site from Seton St. and from Southridge Greens Blvd. Please have these facilities field located to determine the exact location.
2. Any relocation or modification to existing electric facilities will be at the expense of the owner/developer. If Light & Power's existing electric facilities are to remain within the limits of the project they must be located within a utility easement.
3. If the applicant anticipates any change / increase to the existing electric service please contact Light & Power Engineering @ 970-221-6700.
4. Please reference our policies, development charge processes, and use our fee estimator at <http://www.fcgov.com/utilities/business/builders-and-developers>.



**Department: Building Inspection**

**Contact: Sarah Carter, 970-416-2748, [scarter@fcgov.com](mailto:scarter@fcgov.com)**

1. Construction shall comply with adopted codes as amended. Current adopted codes are:  
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  
Fort Collins has amendments to most of the codes listed above. See the [fcgov.com/building](http://fcgov.com/building) web page to view them.

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: 2012 IECC commercial chapter.

2. Adoption of the 2015 I-Codes is anticipated for January 2017. Be advised that permit applications submitted after the code adoption date will be subject to the new codes and standards, as amended. For more information, contact Sarah Carter, Plans Examiner at 970-416-2748 or [scarter@fcgov.com](mailto:scarter@fcgov.com).
3. This project could benefit from a pre-submittal meeting with Building Services. Pre-submittal meetings assist the designer/builder by assuring, early on in the design, that the new 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. Applicants of new projects should email [scarter@fcgov.com](mailto:scarter@fcgov.com) 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.

**Planning Services**

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

1. This plan will constitute an amendment to the Overall Development Plan (ODP) originally approved in 1984. Please submit a revised ODP that reflects the new location of the addition. If you anticipate any other changes to the ODP, staff recommends submitting those changes as part of this review.
2. Please submit building elevations as part of this project. All elevations must meet the architectural compatibility standards outlined in Land Use Code section 3.5.1. Staff will be looking to make sure the mass is well articulated with an emphasis on the bulk, mass, and scale of the addition.
3. How tall will the new building addition be? The maximum building height in the Low Density Residential (RL) zone district is 3 stories for places of worship.
4. All Overall Development Plans are reviewed by the Planning & Zoning Board. This also means a neighborhood meeting is required for this project. The neighborhood meeting must be held 10 days before submitting a formal development review application with the City of Fort Collins. Staff can assist you with scheduling a neighborhood meeting.

5. 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.
6. 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.
7. 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>.
8. 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.
9. Please see the Submittal Requirements and Checklist at:  
<http://www.fcgov.com/developmentreview/applications.php>.
10. 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.
11. When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.