

# Conceptual Review Agenda

Schedule for 11/30/15 to 11/30/15

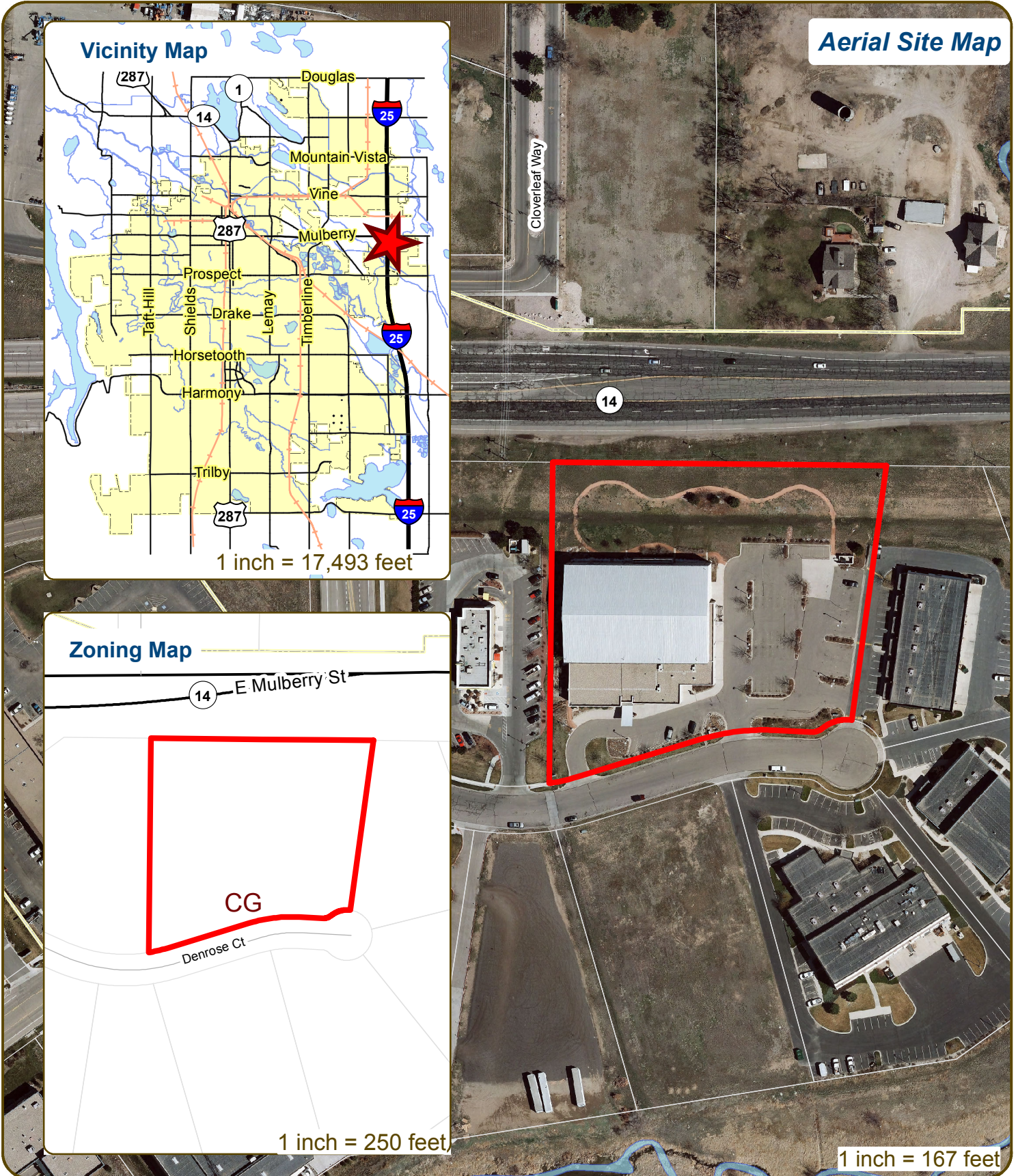
281 Conference Room A

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## Monday, November 30, 2015

Time	Project Name	Applicant Info	Project Description	Planner
9:30	4450 Denrose Ct - Vehicle Major Repair CDR150081	Brian Smerud (970) 415-0539 <a href="mailto:bsmerud@wheelermgt.com">bsmerud@wheelermgt.com</a>	This is a request to locate a vehicle major repair shop at 4450 Denrose Ct. (parcel #8715216001). This will be a change of use to vehicle major repair from unlimited indoor recreation with no alterations to the existing building. The site is served by 82 parking spaces. The parcel is located in the General Commercial (CG) zone district. This proposal will be subject to a Minor Amendment.	Clay Frickey
10:15	Country Club Reserve - Residential CDR150082	Jim Birdsall (970) 532-5891 <a href="mailto:jim@tbgroup.us">jim@tbgroup.us</a>	This is a request to construct 151 single-family homes on the southwest corner of Turnbury and East Douglas (parcel #8830100001). The development will be clustered to preserve 50% of the parcel as open space. Each lot will be approximately 55' x 110'. The site is located in the Urban Estate (UE) zone district. This proposal will be subject to Planning & Zoning Board (Type II) review.	Clark Mapes
11:00	1303 SW Frontage Rd - Convenience Store with Fuel Sales CDR150083	Josh House (515) 494-2151 <a href="mailto:joshua.house@kumandgo.com">joshua.house@kumandgo.com</a>	This is a request to construct a convenience store with a gas station at 1303 SW Frontage Rd (parcel #8716400001). The site plan shows 12 fueling pumps and a 6,321 sq. ft. convenience store. The proposed site plan also shows 34 parking spaces. The site is located in the General Commercial (CG) zone district. This proposal will be subject to Administrative (Type I) review.	Seth Lorson

# 4450 Denrose Ct Vehicle Major Repair



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CONCEPTUAL REVIEW: APPLICATION

General Information

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

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

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

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

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

Brian Smerud Consultant

Business Name (if applicable) PB Roche Solutions

Your Mailing Address 2030 35th Ave #A1, Greeley CO 80634

Phone Number 970-415-0538 Email Address Bsmerud@wheelermgmt.com

Site Address or Description (parcel # if no address) 4450 Denrose Court

Description of Proposal (attach additional sheets if necessary) Change of Use to be an Abra Antibody Operation. Change of use narrative attached. Site Plan to be delivered. Other tenant will be auto related retail

Proposed Use Abra Antibody Operation Existing Use Edge Sports facility

Total Building Square Footage 32,870 S.F. Number of Stories 1 Lot Dimensions 144, 151/SF

Age of any Existing Structures 2004

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

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

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

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

Increase in Impervious Area 0 S.F. (Approximate amount of additional building, pavement, or etc. that will cover existing bare ground to be added to the site)

Suggested items for the Sketch Plan:

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

## **4450 Denrose Ct – Change of Use Narrative**

Ted,

We would like to begin the Change of Use application and permitting process for 4450 Denrose Ct.

### **Description of New Operations:**

We will apply to operate an Abra Auto Body Business at 4450 Denrose Ct. [www.abraauto.com](http://www.abraauto.com)

### **Services:**

1. Auto Body and Collision Repair
2. Auto Paint and Refinishing
3. Auto Glass Services; Repair and Replacement
4. Alloy Wheel Repair
5. Headlight Restoration
6. Car Interior Repair

### **Changes to Property:**

No changes to the pavement. No changes to Storm water. No changes in the roof design other than adding exhaust vent in the roof.

### **Signage:**

1. We would ask for Signage on West side of building facing I-25
2. We would ask for Signage on North side of building facing CO14
3. We would ask for Sign on front of building.

We are very flexible with signage and are happy to meet City of Fort Collins requirements.

### **Temporary Secured Customer Parking:**

We would also like to install a fenced in part of the existing parking lot to secure vehicles that are awaiting repairs and for those that are in process of being repaired.

### **Improvements to the Building**

1. We will need to install an overhead door on the east side of the building for vehicle access to the interior of the building.
2. Installation of E.P.A approved Spray Paint Booth. The roof mounted exhaust vents mentioned above would be to supply the needed air flow for the Paint Booth to operate properly.
3. Installation of a sand trap in a wash bay area for vehicle clean up.



**i** Larimer County Offices, Courts, District Attorney, Landfill, Household Hazardous Waste, and Recycle Center are all closed on Thanksgiving Day, November 26, 2015. County Offices are also closed on Friday, November 27 while the Courts, District Attorney, Landfill, Household Hazardous Waste, and Recycle Center are open. Critical services at Larimer County will not be disrupted by this closure.

## Assessor Property Information

### General Information

**Parcel Number:** 87152-16-001  
**Tax District:** 1108  
**Property Tax Year:** 2015

**Schedule Number:** R1626792  
**Current Mill Levy:** 91.219

**Owner Name & Address**  
 EDGE SPORTS PROPERTIES LLC/THE  
 4450 DENROSE CT  
 FORT COLLINS, CO 805248360

**Property Address**  
 4450 DENROSE CT  
 FORT COLLINS 80524-0000

**Subdivision #:** 067003 - INTERCHANGE BUSINESS PARK, AMD LOT 2 & 3 (20030131354)  
**Neighborhood #:** 165

**Legal Description:**  
 LOT 1, INTERCHANGE BUSINESS PARK, AMD LOT 2 & 3 (20030131354), FTC

### Sales Information

Click a Sale Date to recorded document details or Reception No. to view the document.

Sale Date	Reception No.	Sale Price	Deed Type
02/25/2004	20040022719	\$504,500	Warranty Deed

### Value Information

Abstract Code/Description	Value Type	Actual Value	Assessed Value	Net Acres	Net Sq Ft
2222	Recreation	\$1,356,000	\$393,240	0.00	0
2222L	Recreation		\$720,700	3.30	144,151
	Land		\$209,003	3.30	144,151
<b>Totals:</b>			\$2,076,700	3.30	144,151

### Building Improvements

<b>Building ID:</b>	1
<b>Property Type:</b>	Commercial
<b>Built As:</b>	Storage Warehouse
<b>Occupancy:</b>	Storage Warehouse

### Property Attributes & Descriptions

Attribute	Attribute Description
Land	Land Standard LC

### Building Detail Type & Description

Detail	Description	Units

<b>Year Built:</b>	2004
<b>Year Remodel:</b>	
<b>Quality:</b>	Average
<b>Condition:</b>	Average
<b>Class Descr:</b>	Metal Frame
<b>Exterior:</b>	
<b>Interior:</b>	
<b>Heat</b>	Package Unit
<b>Roof Type:</b>	Steel Frame
<b>Roof Cover:</b>	
<b>Foundation:</b>	
<b>Rooms:</b>	0
<b>Bedrooms:</b>	0
<b>Baths:</b>	0.00
<b>Units:</b>	1.00
<b>Unit Type:</b>	
<b>Stories:</b>	1.00
<b>Total Sq Ft:</b>	
<b>Condo Sq Ft:</b>	32870
<b>Bsmt. Sq Ft:</b>	
<b>Bsmt. Fin. Sq Ft:</b>	

<b>Add On</b>	Apts Hotel Clubs Canopy-Steel-Average	406
<b>Add On</b>	Asphalt > 10,000 sf	77995
<b>Add On</b>	Concrete - 4 inch Non-Reinforced	3374
<b>Add On</b>	Siamese Connection - 4 inch	1

**Property Tax History**

Click a year to view "Where My Taxes Go" and first and second half breakdown in the right column.

**Property Tax Status**

<b>Tax Liens</b>	N
<b>Treasurer's Deed</b>	N
<b>Tax Deferred</b>	N
<b>Delinquent Prior Year(s) Taxes</b>	N
<b>Certificate of Taxes Due</b>	8/6/2004
<b>Tax Exemption</b>	N

**NOTE:** special assessments, fees and state assessed taxes not shown here

Year	Total Tax Liability	Property Balance	Owner Tax Liability	State Tax Liability	Total Actual Value	Total Assessed Value
2014	\$54,917.49	\$0.00	\$54,917.49	\$0.00	\$2,076,000.00	\$602,040.00
2013	\$54,969.87	\$0.00	\$54,969.87	\$0.00	\$2,076,000.00	\$602,040.00
2012	\$56,924.06	\$0.00	\$56,924.06	\$0.00	\$2,103,600.00	\$610,040.00
2011	\$55,378.21	\$0.00	\$55,378.21	\$0.00	\$2,103,600.00	\$610,040.00
2010	\$54,678.79	\$0.00	\$54,678.79	\$0.00	\$2,103,600.00	\$610,050.00
2009	\$52,787.63	\$0.00	\$52,787.63	\$0.00	\$2,103,600.00	\$610,050.00
2008	\$52,763.22	\$0.00	\$52,763.22	\$0.00	\$2,103,600.00	\$610,050.00
2007	\$52,600.96	\$0.00	\$52,600.96	\$0.00	\$2,103,600.00	\$610,050.00
2006	\$54,132.80	\$0.00	\$54,132.80	\$0.00	\$2,103,600.00	\$610,050.00
2005	\$52,382.57	\$0.00	\$52,382.57	\$0.00	\$2,103,600.00	\$610,050.00



2004	\$1,245.13	\$0.00	\$1,245.13	\$0.00	\$49,010.00	\$14,210.00
2003	\$1,243.79	\$0.00	\$1,243.79	\$0.00	\$49,010.00	\$14,210.00

**Nearby Sales**

No nearby sales information is currently available for this property. Please search again or try a search below:

- Residential Property Sales
- Commercial Property Sales
- Mobile Home Sales
- Vacant Property Sales

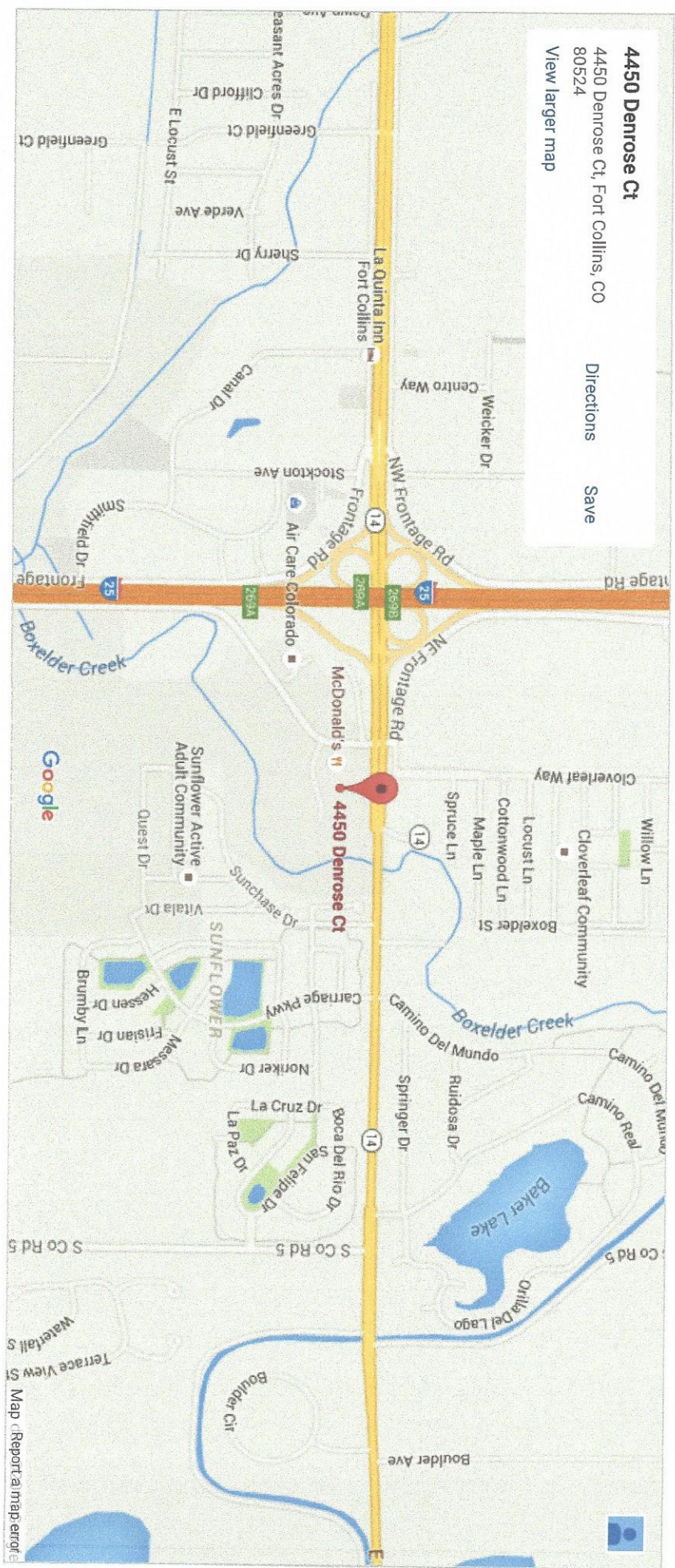
**Property Map**

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

For parcel maps use one of the following links:  
[GIS Land Information Locator](#)    [GIS Web Maps Portal](#)

**4450 Denrose Ct**  
 4450 Denrose Ct, Fort Collins, CO 80524  
[View larger map](#)

Directions    Save



Neighborhood Map    Search for Additional Sales

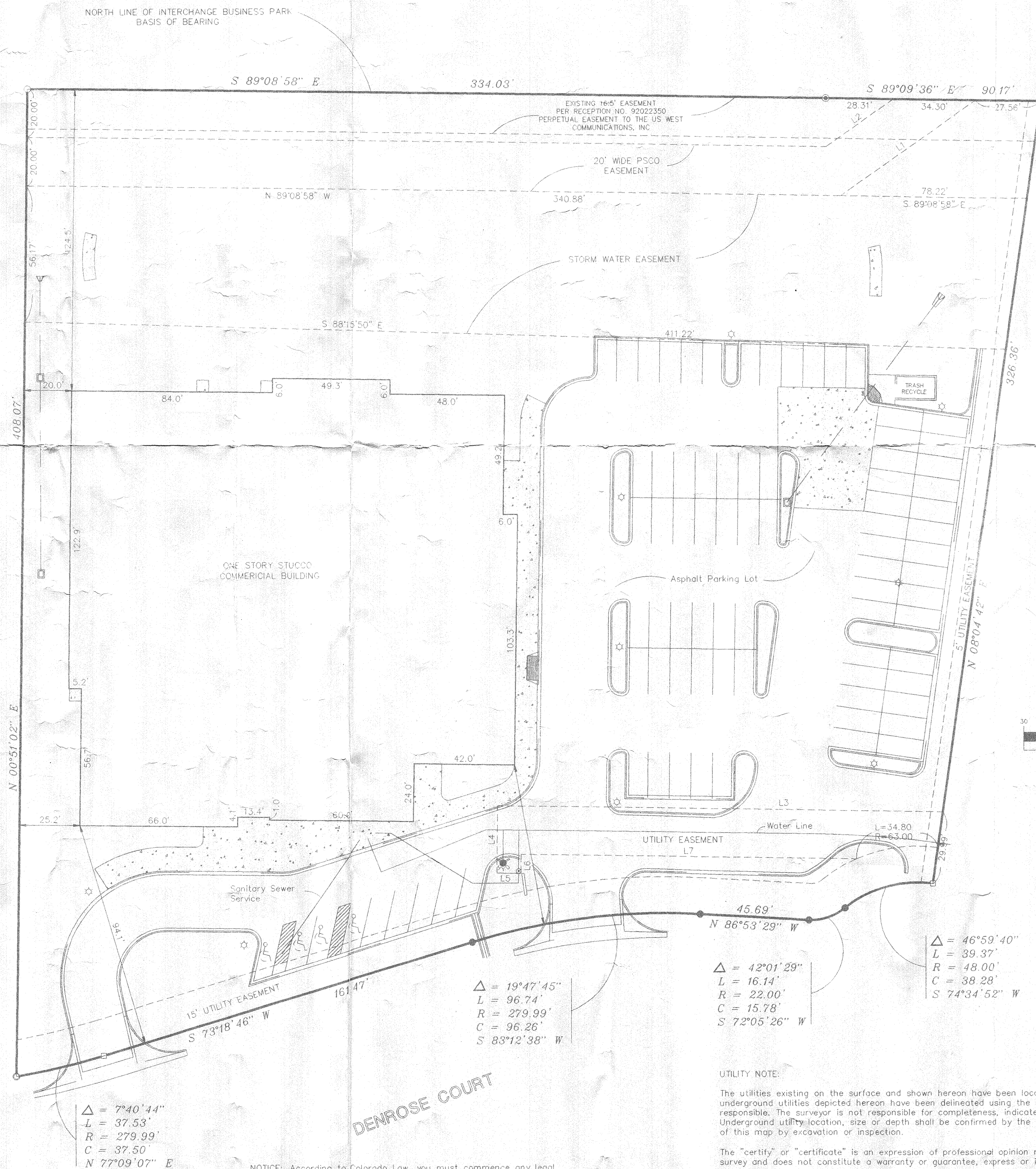
GIS Land Information Locator    GIS Web Maps Portal



# ALTA/ACSM LAND SURVEY PLAT

## OF LOT 1, OF THE AMENDED PLAT OF LOT 2 AND LOT 3 INTERCHANGE BUSINESS PARK

SITUATE IN THE NW. 1/4 OF SECTION 15, TOWNSHIP 7 NORTH, RANGE 68 WEST OF THE 6TH P.M.,  
COUNTY OF LARIMER, STATE OF COLORADO



**LEGAL DESCRIPTION**

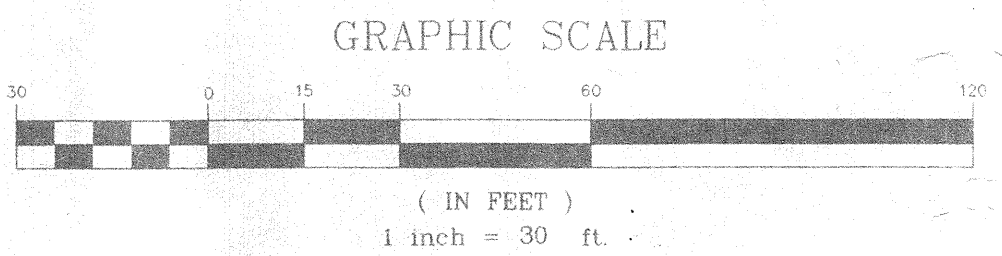
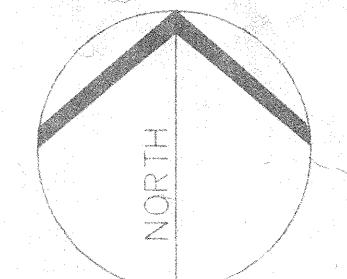
Lot 1, Amended Plat of Lots 2 and 3, Interchange Business Park

**SURVEYOR'S CERTIFICATE**

This is to certify to First National Bank that this map or plat and the survey on which it is based were made in accordance with "Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys," jointly established and adopted by ALTA, ACSM and NSPS in 1999, and includes Items 1, 7a, 8, 9, 10, and 11b of Table A thereof. Pursuant to the Accuracy Standards as adopted by ALTA, NSPS, and ACSM and in effect on the date of this certificate, I, undersigned, further certify that the survey measurements were made in accordance with the "Minimum Angle, Distance, and Closure Requirements for Survey Measurements," and the "Land Boundaries for ALTA/ACSM Land Title Surveys."

Brian T. Nelson, LS 23513  
Colorado Registered Surveyor

**LOT 4**  
INTERCHANGE BUSINESS PARK



**LEGEND**

- = LIGHT POLE
- ⊙ = FIRE HYDRANT
- = INLET BOX
- ⊕ = WATER METER
- ⊕ = TELEPHONE RISER
- ⊕ = TRANSFORMER
- = FOUND #4 REBAR W/ PLASTIC CAP LS 23513
- ⊙ = FOUND #4 REBAR W/ ALUMINUM CAP LS 17502
- ⊙ = FOUND PK NAIL W/ BRASS TAG LS 23513
- = FOUND #4 REBAR / ILLISIBLE PLASTIC CAP
- = SET #4 REBAR W/ PLASTIC CAP LS 23513

LINE	LENGTH	BEARING
L1	68.62'	S 55°11'02" W
L2	34.31'	S 55°11'02" W
L3	186.39'	S 89°08'58" E
L4	28.00'	N 00°51'02" E
L5	10.00'	N 89°08'58" W
L6	8.00'	N 00°51'02" E
L7	140.53'	S 89°08'58" E

$\Delta = 46^{\circ}59'40''$   
 $L = 39.37'$   
 $R = 48.00'$   
 $C = 38.28'$   
 $S 74^{\circ}34'52'' W$

$\Delta = 19^{\circ}47'45''$   
 $L = 96.74'$   
 $R = 279.99'$   
 $C = 96.26'$   
 $S 83^{\circ}12'36'' W$

$\Delta = 7^{\circ}40'44''$   
 $L = 37.53'$   
 $R = 279.99'$   
 $C = 37.50'$   
 $N 77^{\circ}09'07'' E$

**UTILITY NOTE:**

The utilities existing on the surface and shown hereon have been located by field survey. All underground utilities depicted hereon have been delineated using the records of the agencies responsible. The surveyor is not responsible for completeness, indicated location, or size. Underground utility location, size or depth shall be confirmed by the owner or by any other user of this map by excavation or inspection.

The "certify" or "certificate" is an expression of professional opinion regarding the facts of the survey and does not constitute a warranty or guarantee, express or implied.

NOTE: This land survey plat does not constitute a title search may by the surveyor.

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





LANDSCAPE ARCHITECT

Planscapes  
980 Norway Maple Drive  
Loveland, Colorado  
970-988-5301

COLORADO

ABRA AUTO BODY

FORT COLLINS

DATE 11/02/2015  
JOB NO. \_\_\_\_\_  
DRAWN RM  
CHECKED RM  
REVISED \_\_\_\_\_

HWY 14

PROPERTY LINE

PHONE LINE EASEMENT

PSCO EASEMENT

STORMWATER EASEMENT

60,0500

24.9

ADJUST LOCATION OF TRASH ENCLOSURE

TRASH

REALIGN CURB

SECURED YARD  
31 SPACES

SOLID FENCE

VEHICLE SERVICE ENTRY

GATE

REALIGN ISLANDS AND STRIPING

VEHICLE SERVICE ENTRY

COMMERCIAL WAREHOUSE

COMMERCIAL MCDONALDS FAST FOOD

LEASED SPACE  
USE TO BE  
DETERMINED

14,500 SQ FT

ABRA  
SHOP AREA  
13,500 SQ FT

63 CUSTOMER AND  
EMPLOYEE SPACES

ABRA  
OFFICE/PARTS AREA  
4,500 SQ FT

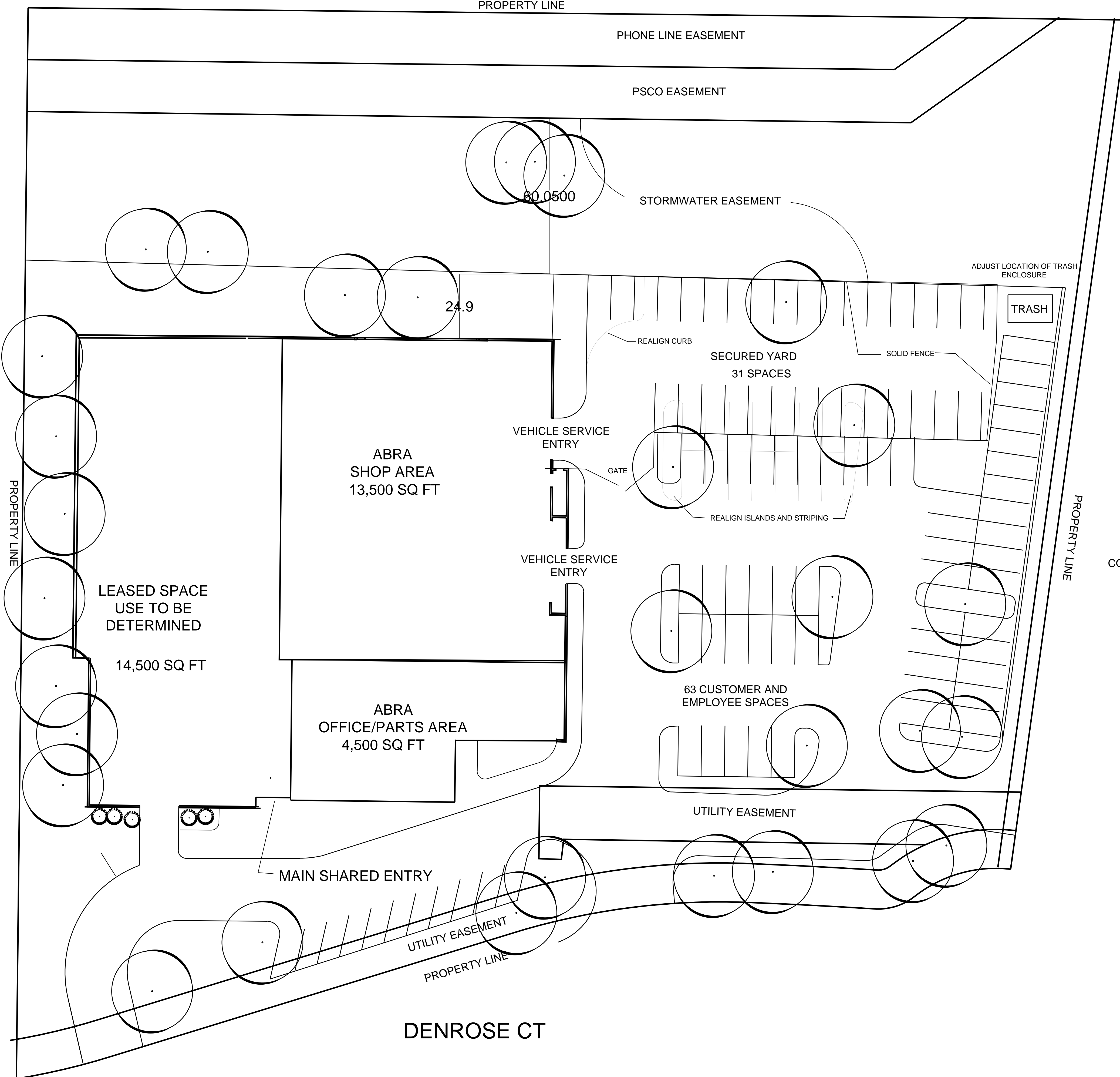
UTILITY EASEMENT

MAIN SHARED ENTRY

UTILITY EASEMENT

PROPERTY LINE

DENROSE CT





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 07, 2015

Brian Smerud  
PB Roche Solutions  
2030 35th Ave.  
#A1  
Greeley, CO 80634

**Re:** 4450 Denrose Ct - Vehicle Major Repair

**Description of project:** This is a request to locate a vehicle major repair shop at 4450 Denrose Ct. (parcel #8715216001). This will be a change of use to vehicle major repair from unlimited indoor recreation with no alterations to the existing building. The site is served by 82 parking spaces. The parcel is located in the General Commercial (CG) zone district. This proposal will be subject to a Minor Amendment.

Please see the following summary of comments regarding the project request referenced above. The comments offered informally by staff during the Conceptual Review will assist you in preparing the detailed components of the project application. Modifications and additions to these comments may be made at the time of formal review of this project. If you have any questions regarding these comments or the next steps in the review process, you may contact the individual commenter or direct your questions through the Project Planner, 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. LUC 3.2.2(K)(5) Handicap parking spaces are required in numbers per this section. If you have 94 parking spaces you'll need 4 handicap spaces, one of those being a van accessible handicap space.
2. LUC 3.2.2(C)(4)(b) You have a minimum bicycle parking requirement of 4 spaces, all of these spaces could be fixed bicycle racks.
3. LUC 3.2.1 A landscape plan is required.
4. LUC 3.2.5 All development shall provide adequately sized conveniently located, accessible trash and recycling enclosures. Please provide plan and elevation drawings of the enclosure.
5. Light sources shall be concealed and fully shielded and shall feature sharp cut-off capability so as to minimize up-light, spill-light, glare and unnecessary diffusion on adjacent property.
6. LUC 3.5.1 (I) (6) All rooftop mechanical equipment shall be screened from public view from both above and below by integrating it into building and roof design to the maximum extent feasible



**Department: Water-Wastewater Engineering**

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

1. 1. Water and wastewater services in this area are provided by the ELCO Water District and the Boxelder Sanitation District.

**Department: Traffic Operations**

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

1. Please provide a narrative that describes how the anticipated traffic will change with this use. What was the previous daily / hourly estimate, and what is the proposed daily / hourly estimate? If the traffic generation goes down, then no further review will likely be needed.
2. Is there missing sidewalk along Denrose on this property? That would need to be added.

**Department: Stormwater Engineering**

**Contact: Mark Taylor, 970-416-2494, [mtaylor@fcgov.com](mailto:mtaylor@fcgov.com)**

1. 1. This property is located in the FEMA regulated, 100-year Boxelder Creek floodplain and the northern edge of the property is located in the floodway (area of faster deeper flood flows). Any development within the floodplain or floodway must obtain a floodplain use permit and comply with the safety regulations of Chapter 10 of City Municipal Code. The permit form can be obtained at <http://www.fcgov.com/utilities/what-we-do/stormwater/flooding/forms-documents>. A FEMA Flood Risk Map is attached.
2. 2. Per Section 10-109 (8), Critical Facilities are prohibited in the floodplain. The definition for Critical Facilities includes facilities using and storing hazardous materials including, but not limited to, gasoline storage or sales facilities, automobile oil and lubrication, repair or paint facilities. Under this regulation, the proposed auto repair business is prohibited at this location.
3. 3. Development review checklists for floodplain requirements can be obtained at <http://www.fcgov.com/utilities/what-we-do/stormwater/flooding/forms-documents>. Please utilize these documents when preparing your plans for submittal.
4. 4. The boundaries of the floodplain and floodway should be included on any plans. Contact Beck Anderson of Stormwater Master Planning at [banderson@fcgov.com](mailto:banderson@fcgov.com) for floodplain CAD line work, as required per the floodplain development review check list.
5. 5. The Boxelder Authority is working on improvements upstream of this site. Those improvements are expected to reduce the floodplain on this property in the future; however, until the improvements are constructed and the Letter of Map Revision (LOMR) is approved by FEMA, all requirements of Chapter 10 are still applicable. It will be multiple years before the LOMR is expected to be complete.
6. 6. Please contact Heidi Hansen with any questions about these comments or to schedule a meeting to discuss any requirements for development in the floodplain. [hhansen@fcgov.com](mailto:hhansen@fcgov.com) 970-221-6854.
7. 1. If there are no site improvements that require grading or an increase in impervious area, there are no Stormwater requirements. Please contact Water Utilities Engineering if site improvements are anticipated.
8. 2. This site is part of the Interchange Business Park development and must conform to the drainage design of the approved development plans. This would only apply if there changes

to the existing site were proposed.

9. 3. If the site is required to meet present Land Use Code requirements, onsite water quality treatment of the runoff is required. Water quality treatment methods are described in the Fort Collins Stormwater Manual, Volume 3-Best Management Practices (BMPs). A method that could be used on an existing site is to direct the downspouts to a landscape area. Another is if perimeter landscape buffers or parking lot medians are required, they could be used to treat the runoff in bio-retention areas or rain gardens.

**Department: Fire Authority**

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

**1. FIRE LANES**

Fire access is required to within 150' of all exterior portions of the building's exterior. If an Emergency Access Easement has not been previously provided for this building, one will be required at this time. 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. AUTOMATIC FIRE SPRINKLER SYSTEM**

Modifications to the existing fire 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. HAZARDOUS MATERIALS IMPACT STUDY**

A hazardous materials impact study will be required at time of building permit. Please contact Assistant Fire Marshal, Ron Gonzales with any HazMat related questions at 970-416-2864.

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

**4. SPRAY BOOTH**

The spray booth will be reviewed and permitted separately.

**5. KEY BOXES REQUIRED**

The size of the existing Knox Box may require up-sizing with the addition of separate tenant spaces. This determination will be addressed during plan review and/or building inspection.

**6. PREMISE IDENTIFICATION**

> 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.

**7. STORAGE TANKS**

The installation of above ground or under ground storage tanks are approved under a separate permit.

**8. OTHER COMMENTS**

Other fire department comments may be applicable at time of tenant finish.

**Department: Environmental Planning**

**Contact: Rebecca Everette, 970-416-2625, [reverette@fcgov.com](mailto:reverette@fcgov.com)**

1. An Ecological Characterization Study is required by Section 3.4.1 (D)(1) as the site is within 500 feet of a known natural habitat (Boxelder Creek and wet meadows). However, as there is an intervening parcel between those features and this property, and the standard buffer would not extend to this project's parcel, the ECS is waived for this site. However, please consider the use of native plants and grasses as part of your landscape plans to complement the natural features, in accordance with Article 3.2.1 (E)(2)(3) of the Land Use Code.
2. With respect to landscaping and design, the City of Fort Collins Land Use Code, in Article 3.2.1 (E)(3), requires that you use low-water-use plants and grasses in your landscaping or re-landscaping and reduce bluegrass lawns as much as possible. Native landscaping is encouraged to the extent possible, as well.
3. Note that Article 3.2.1(C) requires developments to submit a landscape and tree protection plan, and if receiving water service from the City, an irrigation plan, that: "...(4) protects significant trees, natural systems, and habitat, and (5) enhances the pedestrian environment". Note that a significant tree is defined as a tree having DBH (Diameter at Breast Height) of six inches or more. If any of the trees within this site have a DBH of greater than six inches, a review of the trees shall be conducted with Tim Buchanan, City Forester (970-221-6361 or [tbuchanan@fcgov.com](mailto:tbuchanan@fcgov.com)) to determine the status of the existing trees and any mitigation requirements that could result from the proposed development.
4. With respect to lighting, the City of Fort Collins Land Use Code, in Article 3.2.4(D)(6) requires that "natural areas and natural features shall be protected from light spillage from off site sources." Thus, lighting from the parking areas or other site amenities shall not spill over to the Boxelder Creek corridor. If new lighting will be added to the site, please submit a photometric plan and detailed specifications for the fixtures that will be used.
5. Our city has an established identity as a forward-thinking community that cares about the quality of life it offers its citizens and has many sustainability programs and goals that may benefit your project. Of particular interest may be the:

1. ClimateWise program: [fcgov.com/climatewise/](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: [fcgov.com/idap](http://fcgov.com/idap), contact Gary Schroeder at 970-224-6003 or [gshroeder@fcgov.com](mailto:gshroeder@fcgov.com)

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

**Department: Engineering Development Review**

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

1. Larimer County Road Impact Fees and Street Oversizing Fees are due at the time of building permit. Please contact Matt Baker at 224-6108 if you have any questions.
2. The City's Transportation Development Review Fee (TDRF) is due at the time of submittal. For additional information on these fees, please see:  
<http://www.fcgov.com/engineering/dev-review.php>
3. Any damaged curb, gutter and sidewalk existing prior to construction, as well as streets, sidewalks, curbs and gutters, destroyed, damaged or removed due to construction of this project, shall be replaced or restored to City of Fort Collins standards at the Developer's expense prior to the acceptance of completed improvements and/or prior to the issuance of the first Certificate of Occupancy.
4. All public sidewalk, driveways and ramps existing or proposed adjacent or within the site need to meet ADA standards, if they currently do not, they will need to be reconstructed so that they do meet current ADA standards as a part of this project. The existing driveway will need to be evaluated to determine if the slopes and width will meet ADA requirements or if they need to be reconstructed so that they do.
5. Any public improvements must be designed and built in accordance with the Larimer County Urban Area Street Standards (LCUASS). They are available online at:  
<http://www.larimer.org/engineering/GMARdStds/UrbanSt.htm>
6. This project is responsible for dedicating any right-of-way and easements that are necessary or required by the City for this project. This shall include the standard utility easements that are to be provided behind the right-of-way (15 foot along an arterial, 8 foot along an alley, and 9 foot along all other street classifications).
7. 12/03/2015: Payment in lieu of construction will be accepted for public improvements along Mulberry. 11/30/2015: As part of this development, the property is obligated to improve its frontage along Mulberry St/Highway 14 in compliance with the LCUASS and the City of Fort Collins LUC.
8. Frontage improvements will be required along Denrose Ct. as a part of this development which will include an ADA and LCUASS compliant sidewalk (for a commercial collector) connecting to the McDonald's sidewalk to the west. Additional ROW will likely need to be dedicated to accommodate the detached sidewalk.
9. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
10. This site is adjacent to CDOT roadway. Plans will be routed to CDOT for review and approval and the applicant may need to obtain access permits from CDOT.
11. A Development Construction Permit (DCP) or Sidewalk Permit will need to be obtained prior to starting any work on the site.
12. LCUASS parking setbacks (Figure 19-6) apply and will need to be followed depending on parking design.
13. 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.
14. Bike parking required for the project cannot be placed within the right-of-way and if placed just behind the right-of-way need to be placed so that when bikes are parked they do not extend into the right-of-way.



15. In regards to construction of this site. The public right-of-way shall not be used for staging or storage of materials or equipment associated with the Development, nor shall it be used for parking by any contractors, subcontractors, or other personnel working for or hired by the Developer to construct the Development. The Developer will need to find a location(s) on private property to accommodate any necessary Staging and/or parking needs associated with the completion of the Development . Information on the location(s) of these areas will be required to be provided to the City as a part of the Development Construction Permit application.

**Department: Electric Engineering**

**Contact: Coy Althoff, , [CAalthoff@fcgov.com](mailto:CAalthoff@fcgov.com)**

1. Light & Power currently serves this address with a 75 kVA 3-Phase 120/208V transformer.
2. Any changes to the existing electric capacity and or location will initiate electric development and system modification charges. Please coordinate power requirements and cost estimate requests with Light and Power Engineering at 221-6700.
3. 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>.

**Planning Services**

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

1. All proposed fencing will have to meet the standards outlined in section 3.8.11 of the Land Use Code. The fencing must also meet the code standards of section 3.9.8. Chain link fences are prohibited for screening. Fencing must consist of high quality materials such as wood, stone, masonry, or ornamental metal. Fences and walls shall be set back at least six (6) feet from the back edge of an adjoining public sidewalk, and such setback area shall be landscaped with turf, shrubs and/or trees, using a variety of species to provide seasonal color and plant variety. The maximum length of fence without a change in plane or materials shall be 40 feet.
2. The development will have to provide street trees along Mulberry per Land Use Code section 3.2.1(D)(2). The trees will need to be provided in a parkway strip with 30-40' spacing between each tree. The trees provided need to be canopy shade trees.
3. 6% of the interior of the parking lot will need to be landscaped per Land Use Code section 3.2.1(E)(5).
4. All vehicle use areas will need to be screened from abutting uses and the street per Land Use Code section 3.2.1(E)(4). You will be able to achieve this code standard partly with the fence along Mulberry. Additionally, the screening must meet the standards outlined in 3.9.4 since the site is within the I-25 Subarea Plan boundaries. For the other sides of the parking lot, please provide either landscaping, fencing, or a low wall along 75% of the perimeter that mitigates the impact of shining headlights.
5. Existing trees will need to be protected per the standards outlined in Land Use Code section 3.2.1(F).
6. To help staff determine if this project constitutes a change of character, please supply us with a traffic study.
7. The proposed development is subject to a Minor Amendment Review, please contact the Zoning Department regarding your formal submittal.

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

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

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

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

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

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

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

Frost Depth: 30 inches.

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

Seismic Design: Category B.

Climate Zone: Zone 5.

#### Energy Code Use

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

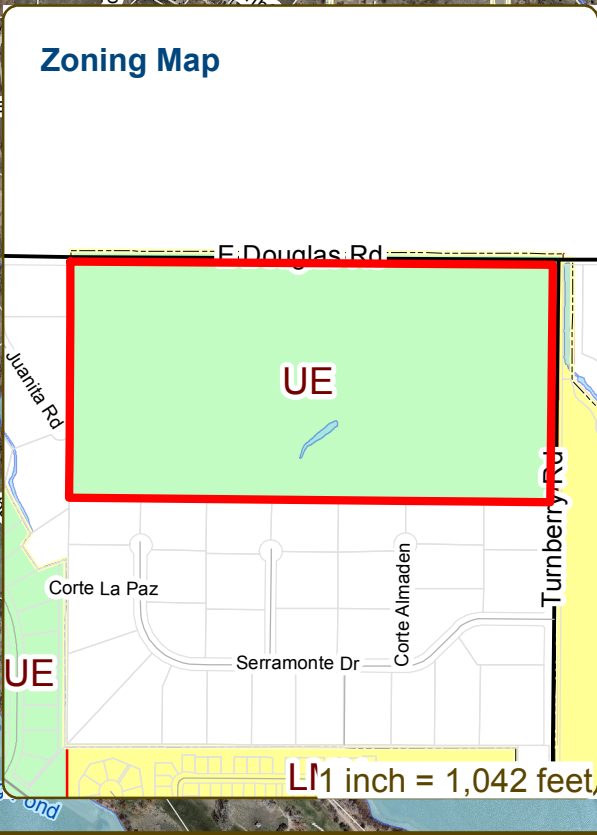
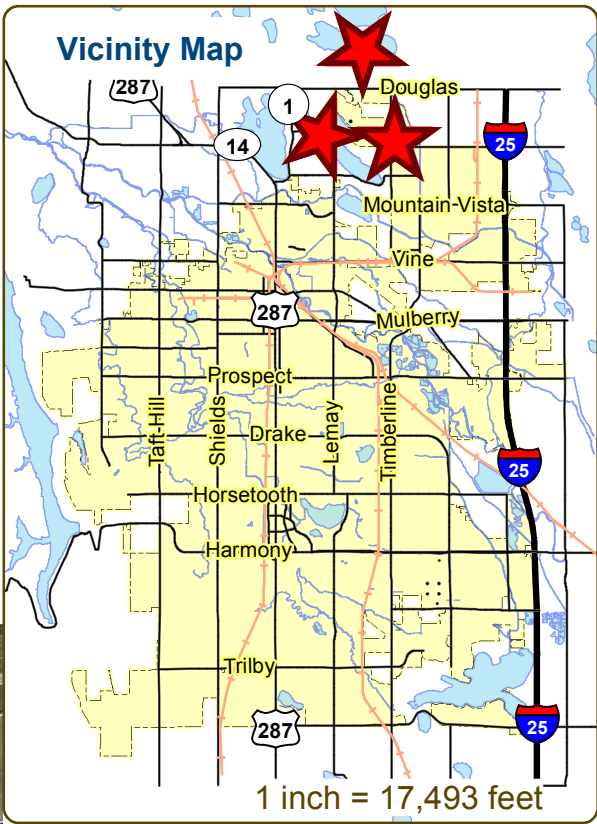
Fort Collins Green Code Amendments effective starting 2/17/2014. A copy of these requirements can be obtained at the Building Office or contact the above phone number.

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



# Country Club Reserve Residential

Elde **Aerial Site Map**



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





CONCEPTUAL REVIEW: APPLICATION

General Information

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

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

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

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

Contact Name(s) and Role(s) (Please identify whether Consultant or Owner, etc) Jim Birdsall, owner's representative

Business Name (if applicable) TBGroup

Your Mailing Address 444 Mountain Avenue, Berthoud CO 80532

Phone Number 970.532.5891 Email Address jim@tbgroup.us

Site Address or Description (parcel # if no address) Located at the southwest corner of Turnbury Road and East Douglas Road

Description of Proposal (attach additional sheets if necessary) 151 single family lots on 77.3 acres. The property is zoned Urban Estate and the lots are clustered to create 50% open space.

Proposed Use Single Family Detached Existing Use Vacant

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

Age of any Existing Structures n/a

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

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

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

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

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

Suggested items for the Sketch Plan:

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

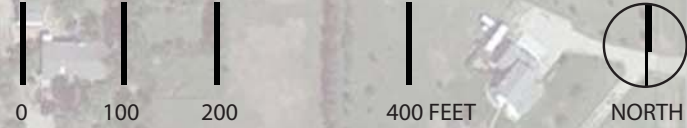


# COUNTRY CLUB RESERVE



### LAND USE TABLE

TOTAL ACREAGE 77.38 ACRES NET OF ROW  
151 LOTS (55' X 110')  
50% CLUSTERED OPEN SPACE



# URBAN ESTATE CLUSTER





January 05, 2016

Jim Birdsall  
TBGroup  
444 Mountain Ave.  
Berthoud, CO 80532

**Re:** Country Club Reserve - Residential

**Description of project:** This is a request to construct 151 single-family homes on the southwest corner of Turnbury and East Douglas (parcel #8830100001). The development will be clustered to preserve 50% of the parcel as open space. Each lot will be approximately 55' x 110'. The site is located in the Urban Estate (UE) zone district. This proposal will be subject to Planning & Zoning Board (Type II) review.

Please see the following summary of comments regarding the project request referenced above. The comments offered informally by staff during the Conceptual Review will assist you in preparing the detailed components of the project application. Modifications and additions to these comments may be made at the time of formal review of this project. If you have any questions regarding these comments or the next steps in the review process, you may contact the individual commenter or direct your questions through the Project Planner, Clark Mapes, at 970-221-6225 or [cmapes@fcgov.com](mailto:cmapes@fcgov.com).

**Comment Summary:**

**Department: Zoning**

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

1. Building envelopes shall be identified on the cluster development, and the residential building setbacks, lot width and lot size shall conform to subsection 3.5.2(D). The maximum residential building height shall be two and one-half (2½) stories.

**Department: Water-Wastewater Engineering**

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

1. 1. Water and wastewater services in this area are provided by the ELCO Water District and the Boxelder Sanitation District.

**Department: Traffic Operations**

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

1. The anticipated traffic volume from this development (more than 1,000 vehicular trips per day) meets the threshold for needing a full Traffic Impact Study. Please have your traffic engineer contact me to scope the study. Note that the study will need to evaluate

intersections of concern including SH 1 / Douglas Road, Turnberry / Country Club and potentially Lemay / Vine.

2. This development would need to make adjacent street road improvements along both Douglas and Turnberry.
3. Some nearby roads are in unincorporated Larimer County and as such the review process will include a curtesy review with the County.
4. The number and location of access points are to be reviewed and approved by the City. They need to meet City standards. Be mindful of driveways/roads across Douglas - the concept design shows offset access points that may be problematic (especially to Twilight Lane).
5. Is there any way to get an east/west pedestrian/bike connection between neighborhoods?

**Department: Stormwater Engineering**

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

1. 1. The design of this site must conform to the drainage basin design of the Boxelder/Cooper Slough Master Drainage Plan as well the Fort Collins Stormwater Criteria Manual.
2. 2. The drainage outfall for this site is the No. Eight Ditch. The ditch company may dictate the outfall rate into the ditch, and it may be more restrictive than the 2-year historic rate. Bill Johnston is the Superintendent, 222-0090 (Cell), 962-1603 (pager), and (970) 454-3377. Barry Anderson is the President, (970) 454-2002 and Don Engle is the Office Manager, (970) 454-3377.
3. 3. A drainage report, erosion control report, and construction plans are required and they must be prepared by a Professional Engineer registered in Colorado. The drainage report must address the four-step process for selecting structural BMPs. There is a final site inspection required when the project is complete and the maintenance is handed over to an HOA or another maintenance organization. The erosion control report requirements are in the Fort Collins Stormwater Manual, Section 1.3.3, Volume 3, Chapter 7 of the Fort Collins Amendments. If you need clarification concerning this section, please contact the Erosion Control Inspector, Jesse Schlam at 224-6015 or [jschlam@fcgov.com](mailto:jschlam@fcgov.com).
4. 4. Onsite detention is required for the runoff volume difference between the 100-year developed inflow rate and the 2-year historic release rate.
5. 5. Fifty percent of the site runoff is required to be treated using the standard water quality treatment as described in the Fort Collins Stormwater Manual, Volume 3-Best Management Practices (BMPs). (<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guidelines-regulations/stormwater-criteria>) Extended detention is the usual method selected for water quality treatment; however the use of any of the BMPs is encouraged.
6. 6. Low Impact Development (LID) requirements are required on all new or redeveloping property which includes sites required to be brought into compliance with the Land Use Code. These require a higher degree of water quality treatment for 50% of the new impervious area and 25% of new paved areas must be pervious. Standard operating procedures (SOPs) for all onsite drainage facilities will be included as part of the Development Agreement. More information and links can be found at: <http://www.fcgov.com/utilities/what-we-do/stormwater/stormwater-quality/low-impact-development>
7. 7. Per Colorado Revised Statute §37-92-602 (8) effective August 5, 2015, criteria regarding detention drain time will apply to this project. As part of the drainage design, the engineer will be required to show compliance with this statute using a standard spreadsheet (available on request) that will need to be included in the drainage report. Upon completion of the project, the engineer will also be required to upload the approved spreadsheet onto the Statewide



Compliance Portal. This will apply to any volume based stormwater storage, including extended detention basins and bio-retention cells.

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

**Department: Fire Authority**

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

1. CUL-DE-SACS  
FCLUC 3.6.2(B): Cul-de-sacs are permitted only if they do not exceed 660 feet in length and have a turnaround at the end with a minimum outside turning radius of 50 feet (100 foot diameter).
2. WATER SUPPLY  
> IFC 508.1 and Appendix B: RESIDENTIAL REQUIREMENTS: Within the Urban Growth Area, hydrants to provide 1,000 gpm at 20 psi residual pressure, spaced not further than 400 feet to the building, on 800-foot centers thereafter.

**Department: Environmental Planning**

**Contact: Rebecca Everette, 970-416-2625, [reverette@fcgov.com](mailto:reverette@fcgov.com)**

1. An Ecological Characterization Study is required by Section 3.4.1 (D)(1) as the site is within 500 feet of known natural habitat features (aquatic area on-site, wet meadows, and the No. 8 ditch). Please note that buffer zones may be required adjacent to these features, as identified in Section 3.4.1(E) of the Land Use Code, as you proceed with your site design process. Additional habitat mitigation or enhancement measures may be recommended in the ECS report.

Please contact me if you would like to discuss the scope and requirements of the ECS further. Please note that the Ecological Characterization Study is due a minimum of 10 days prior to the PDP submittal.

2. Within any buffer zones (if applicable), according to Article 3.4.1(E)(1)(g), the City has the ability to determine if the existing landscaping within the buffer zone is incompatible with the purposes of the buffer zone. Please ensure that your ECS discusses the existing vegetation and identifies potential restoration options. If it is determined to be insufficient, then restoration and mitigation measures will be required.
3. With respect to lighting, the City of Fort Collins Land Use Code, in Article 3.2.4(D)(6) requires that "natural areas and natural features shall be protected from light spillage from off site sources." Thus, lighting from the parking areas or other site amenities shall not spill over to natural features. In addition, if you will be using LED light fixtures, please consider a warmer color temperature (as close to 2700K as possible) to reduce impacts to circadian rhythms for both humans and wildlife.
4. With respect to landscaping and design, the City of Fort Collins Land Use Code, in Article 3.2.1 (E)(3), requires that you use low-water-use plants and grasses in your landscaping or re-landscaping and reduce bluegrass lawns as much as possible. Native landscaping is

encouraged to the extent possible, as well.

5. The applicant should make note of Article 3.2.1(C) that requires developments to submit a landscape and tree protection plan, and if receiving water service from the City, an irrigation plan, that: "...(4) protects significant trees, natural systems, and habitat, and (5) enhances the pedestrian environment". Note that a significant tree is defined as a tree having DBH (Diameter at Breast Height) of six inches or more. If any of the trees within this site have a DBH of greater than six inches, a review of the trees shall be conducted with Tim Buchanan, City Forester (970-221-6361 or [tbuchanan@fcgov.com](mailto:tbuchanan@fcgov.com)) to determine the status of the existing trees and any mitigation requirements that could result from the proposed development.
6. The subject parcel contains active oil and gas operations (4 active wells). Residential uses in proximity (within 1000 feet) of an oil and gas operation are required to buffer these proposed uses from existing oil and gas operations to minimize future conflicts. The Land Use Code requires three things when in close proximity to an oil and gas operation:
  1. A 1,000-foot radius must be drawn on the plat and a note shall be included in the plat informing property owners they are in close proximity to an oil and gas operation.
  2. If the residential development is within 500 feet of an existing operation and a fence does not surround the operation, the development must erect a fence along the property boundary between the operation and the development that restricts public access to the operation.
  3. Regarding buffering standards, if any residential development is proposed within 500 feet of an existing operation, then certain landscaping and berming requirements apply. The Land Use Code does not allow residential development closer than 350 feet of an existing operation.

The applicable buffering standards can be found in Land Use Code Section 3.8.26.

7. If there are any prairie dogs present on the property, City Code and the Land Use Code require that any prairie dogs inhabiting a site must be humanely eradicated (see Section 3.4.1(N)(6) of the Land Use Code). Additionally, should this project gain approval and proceed to construction, a burrowing owl survey, in accordance with the Division of Parks and Wildlife standards, shall be conducted prior to construction by a professional, qualified wildlife biologist.
8. Please be aware, the creation or enforcement of covenants that prohibit or limit xeriscape or drought-tolerant landscapes, or that require primarily turf-grass are prohibited by both the State of Colorado and the City of Fort Collins.
9. Our city has an established identity as a forward-thinking community that cares about the quality of life it offers its citizens and has many sustainability programs and goals that may benefit your project. Of particular interest may be the:
  1. Green Building Program: [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)
  2. Integrated Design Assistance Program: [fcgov.com/idap](http://fcgov.com/idap), contact Gary Schroeder at 970-224-6003 or [gschroeder@fcgov.com](mailto:gschroeder@fcgov.com)
  3. Nature in the City Strategic Plan: [fcgov.com/planning/natureinthecity/?key=advanceplanning/natureinthecity/](http://fcgov.com/planning/natureinthecity/?key=advanceplanning/natureinthecity/), contact Justin Scharon at 970-221-6213 or [jscharon@fcgov.com](mailto:jscharon@fcgov.com)
  4. Solar Energy:  
<http://www.fcgov.com/utilities/residential/renewables/solar-contractors-resources>, contact Norm Weaver at 970-416-2312 or [nweaver@fcgov.com](mailto:nweaver@fcgov.com)
  5. Urban Agriculture: <http://www.fcgov.com/developmentreview/urbanagriculture.php>

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

**Department: Engineering Development Review**

**Contact: Marc Virata, 970-221-6567, [mvirata@fcgov.com](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 driveway will need to be evaluated to determine if the slopes and width will meet ADA requirements or if they need to be reconstructed so that they do.
5. Any public improvements must be designed and built in accordance with the Larimer County Urban Area Street Standards (LCUASS). They are available online at:  
<http://www.larimer.org/engineering/GMARdStds/UrbanSt.htm>
6. This project is responsible for dedicating any right-of-way and easements that are necessary or required by the City for this project. This shall including the standard utility easements that are to be provided behind the right-of-way (15 foot along an arterial, 8 foot along an alley, and 9 foot along all other street classifications).
7. In addition to improving the public streets abutting the property in accordance with the roadway classification for the streets, the project would need to construct off-site improvements to the nearest improved arterial roadway in accordance with 3.3.2(F) of the Land Use Code.
8. Based on a previous geotech report on the property finding subsurface water within 4 feet of existing grade, a subsurface water investigation in accordance with Chapter 5.6 of LCUASS is required. The construction of basements on the property would need to address how to mitigate potential shallow groundwater on the property.
9. If the streets internal to the property are proposed to be public streets, they would need to be designed and built in accordance with City LCUASS criteria. The streets may also be street-like private drives, which would allow for street names, but not then required to be designed and built to public street City LCUASS criteria.
10. Street pattern and connectivity requirements in 3.6.2 of the Land Use Code may require additional connectivity than what is currently shown on the plan.
11. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
12. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
13. LCUASS parking setbacks (Figure 19-6) apply and will need to be followed depending on parking design.
14. Bike parking required for the project cannot be placed within the right-of-way and if placed just behind the right-of-way need to be placed so that when bikes are parked they do not extend into the right-of-way.



15. In regards to construction of this site, the public right-of-way shall not be used for staging or storage of materials or equipment associated with the Development, nor shall it be used for parking by any contractors, subcontractors, or other personnel working for or hired by the Developer to construct the Development. The Developer will need to find a location(s) on private property to accommodate any necessary Staging and/or parking needs associated with the completion of the Development . Information on the location(s) of these areas will be required to be provided to the City as a part of the Development Construction Permit application.

**Department: Electric Engineering**

**Contact: Coy Althoff, , [CAalthoff@fcgov.com](mailto:CAalthoff@fcgov.com)**

1. Electric facilities will likely need to be extended from the South along the West side of Turnberry Rd. There also may be the option to tie into single phase power from the South West (Hearthfire Subdivision.)
2. Please note that off-site easements may need to be dedicated in order to serve this subdivision.
3. Development charges, electric Capacity Fee, Building Site charges and any system modification charges necessary will apply to this development. Please reference our policies, development charge processes, and use our fee estimator at <http://www.fcgov.com/utilities/business/builders-and-developers>.
4. Streetlights will be placed along public streets. A 40 feet separation on both sides of the light is required between canopy trees and streetlights. A 15 feet separation on both sides of the light is required between ornamental trees and streetlights.
5. 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>.

**Planning Services**

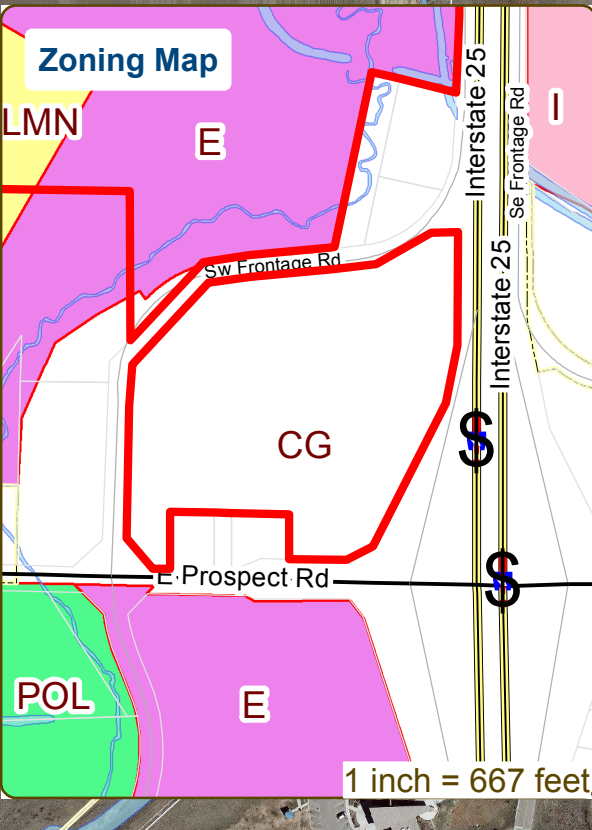
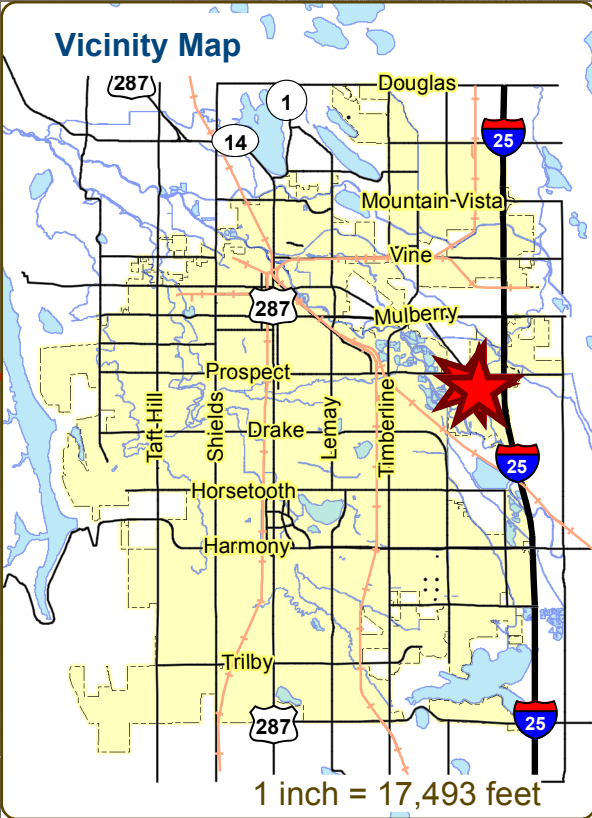
**Contact: Clark Mapes, 970-221-6225, [cmapes@fcgov.com](mailto:cmapes@fcgov.com)**

1. 1 Detailed requirements for buffering of houses from oil and gas operations are found in Section 3.8.26 of the Land Use Code. Distances, plantings, fencing, and berming are components to be addressed. (The proposed plan lends itself to compliance given the cluster plan with open space.)
2. 2 A next step, or early step, would be a Neighborhood Meeting. Staff can assist with a date and venue.
3. 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.
4. Please see the Development Review Guide at [www.fcgov.com/drg](http://www.fcgov.com/drg). This online guide features a color coded flowchart with comprehensive, easy to read information on each step in the process. This guide includes links to just about every resource you need during development review.

5. This development proposal will be subject to all applicable standards of the Fort Collins Land Use Code (LUC), including Article 3 General Development Standards. The entire LUC is available for your review on the web at <http://www.colocode.com/ftcollins/landuse/begin.htm>.
6. If this proposal is unable to satisfy any of the requirements set forth in the LUC, a Modification of Standard Request will need to be submitted with your formal development proposal. Please see Section 2.8.2 of the LUC for more information on criteria to apply for a Modification of Standard.
7. Please see the Submittal Requirements and Checklist at:  
<http://www.fcgov.com/developmentreview/applications.php>.
8. The request will be subject to the Development Review Fee Schedule that is available in the Community Development and Neighborhood Services office. The fees are due at the time of submittal of the required documents for the appropriate development review process by City staff and affected outside reviewing agencies. Also, the required Transportation Development Review Fee must be paid at time of submittal.
9. When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.



# 1303 SW Frontage Rd Convenience Store with Fuel Sales



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](mailto: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) \_\_\_\_\_

Josh House - Kum+Go Convenience Stores - Senior Real Estate Development Manager

**Business Name** (if applicable) Kum+Go Convenience Stores

**Your Mailing Address** 6400 Westown Parkway, West Des Moines, IA 50266

**Phone Number** 515-494-2151 **Email Address** joshua.house@kumandgo.com

**Site Address or Description** (parcel # if no address) Parcel #: 87164-00-001

**Description of Proposal** (attach additional sheets if necessary) See attached site sketch.

We are proposing a Kum+Go Convenience store on the hard corner of Prospect & Frontage Rd (NEC)

**Proposed Use** Kum+Go Convenience Store **Existing Use** Vacant Land

**Total Building Square Footage** 6,300 **S.F. Number of Stories** 1 **Lot Dimensions** \_\_\_\_\_

**Age of any Existing Structures** NA

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?** Unsure

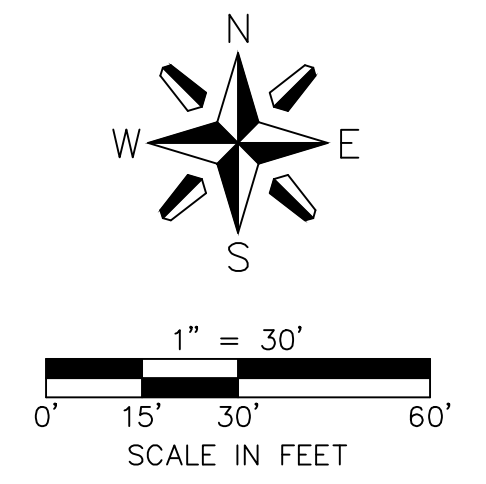
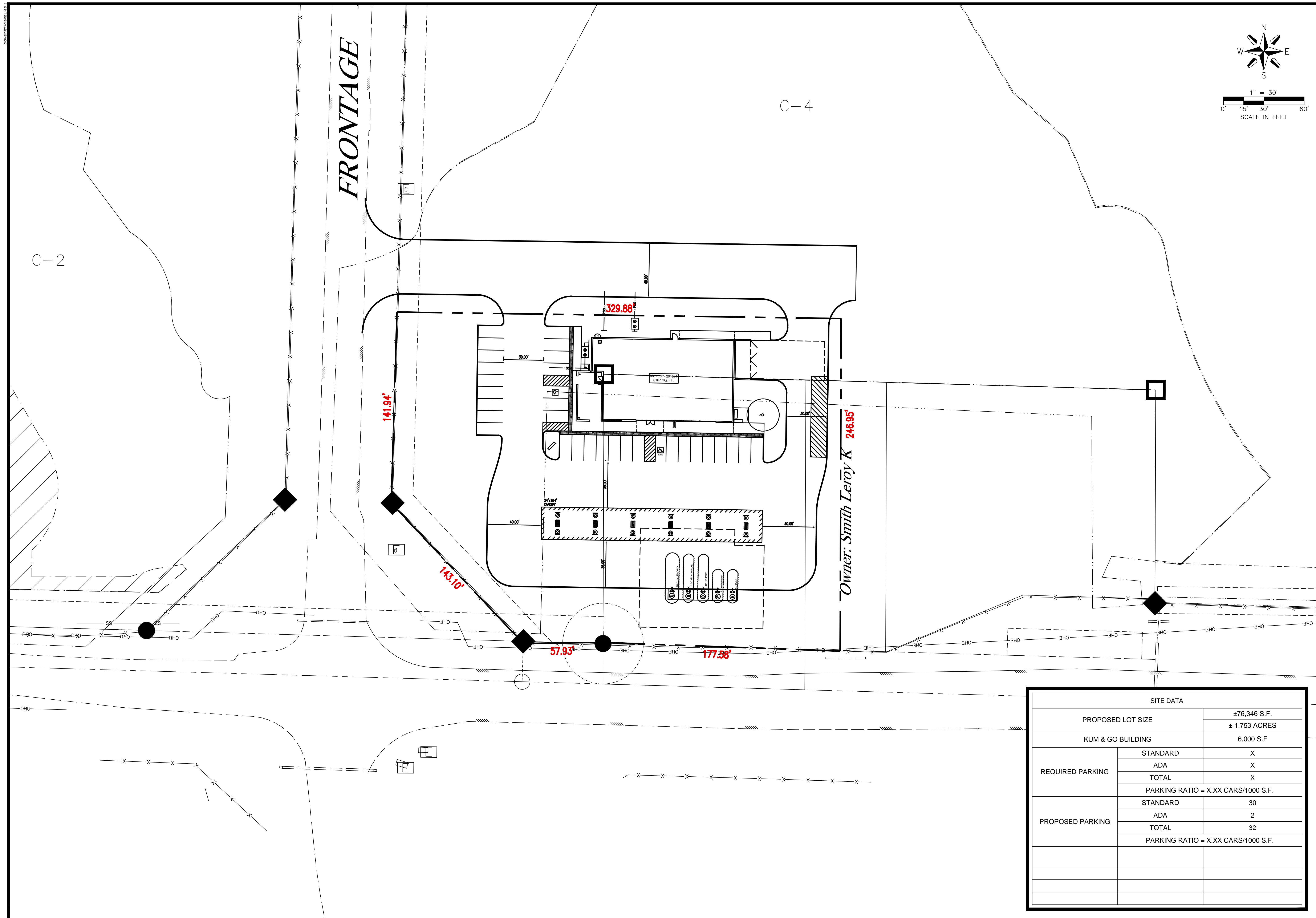
Info available on FC Maps: <http://gisweb.fcgov.com/redirect/default.aspx?layerTheme=Floodplains>.

**Increase in Impervious Area** \_\_\_\_\_ **S.F.**

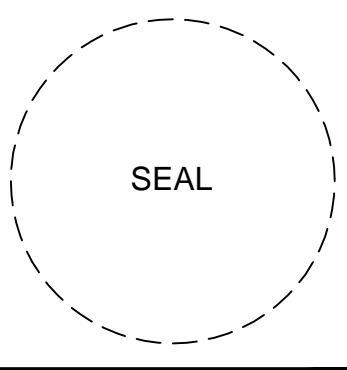
(Approximate amount of additional building, pavement, or etc. that will cover existing bare ground to be added to the site)

**Suggested items for the Sketch Plan:**

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



CONSULTING FIRM



KG PROJECT TEAM:  
RDR: JXH  
SDM: RJH  
CPM:

6400 Westown Parkway  
West Des Moines, Iowa  
50266  
P: 515-226-0128  
F: 515-223-9873

**FORT COLLINS  
PROSPECT & FRONTAGE**  
SKETCH

SITE DATA		
PROPOSED LOT SIZE		±76,346 S.F. ± 1.753 ACRES
KUM & GO BUILDING		6,000 S.F.
REQUIRED PARKING	STANDARD	X
	ADA	X
	TOTAL	X
PARKING RATIO = X.XX CARS/1000 S.F.		
PROPOSED PARKING	STANDARD	30
	ADA	2
	TOTAL	32
PARKING RATIO = X.XX CARS/1000 S.F.		

DATE	REVISION DESCRIPTION	REVISIONS

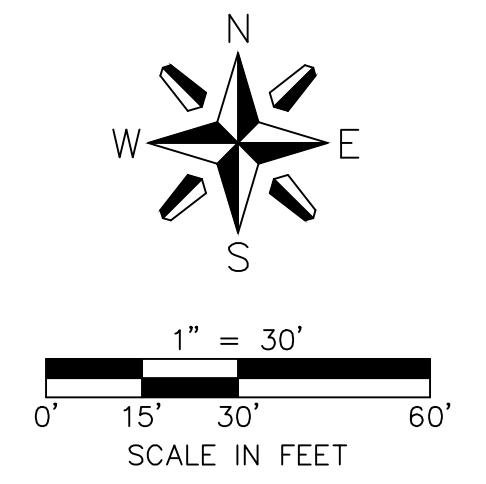
DATE: 8-21-2015

SHEET NUMBER:

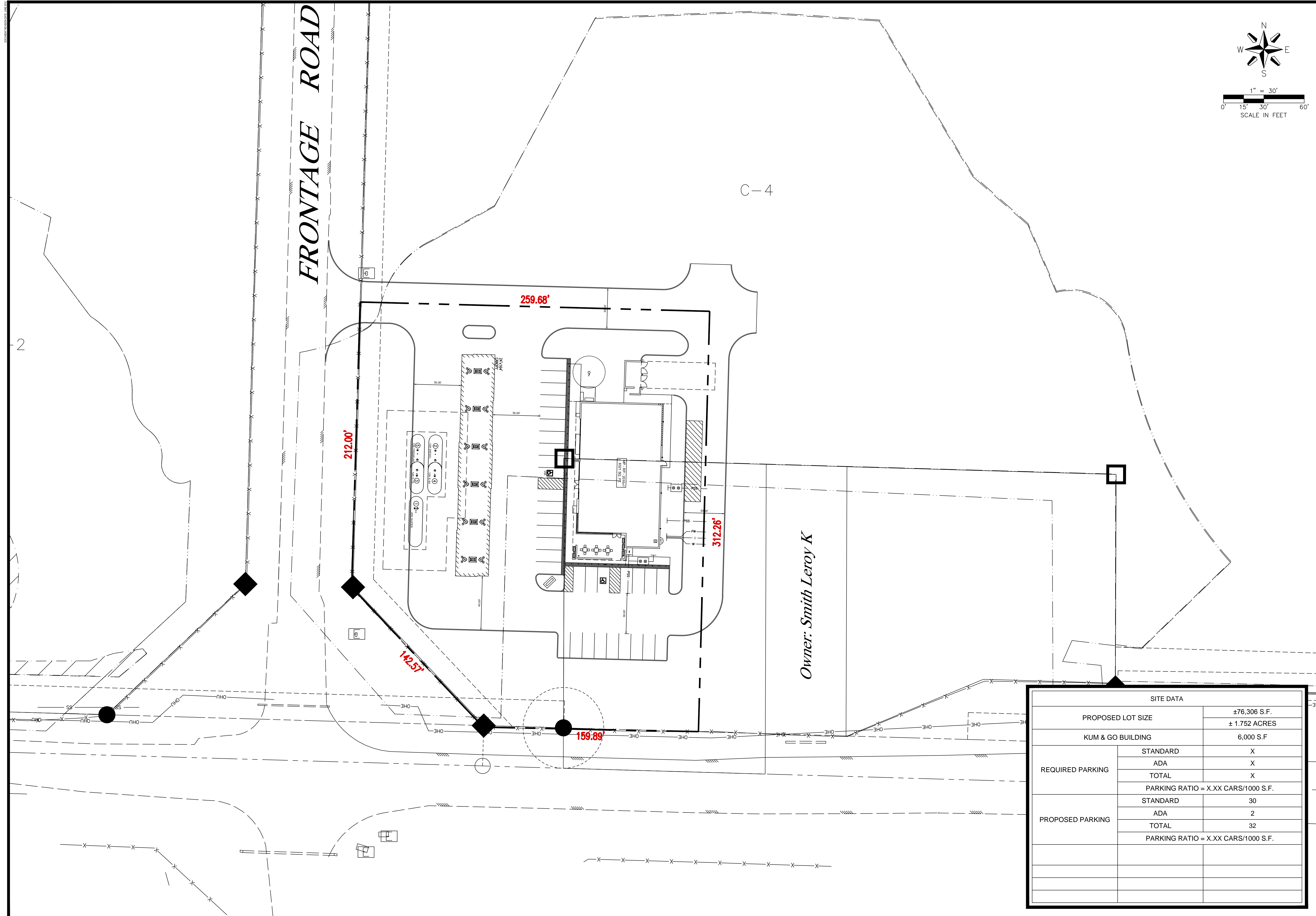
1 OF 1



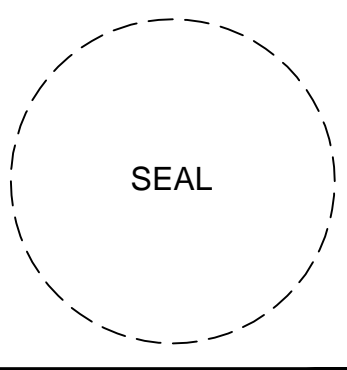
**FRONTAGE ROAD**



C-4



CONSULTING FIRM



TYSONS, ESTER & HER CONSULTANTS/ARCHITECTS/PLANNERS/ENGINEERS/DESIGNERS/INTEGRATED PROJECT DELIVERY

6400 Westown Parkway  
West Des Moines, Iowa  
50266  
P: 515-226-0128  
F: 515-223-9873

**FORT COLLINS  
PROSPECT & FRONTAGE**  
SKETCH

KG PROJECT TEAM:  
RDR: JXH  
SDM: RJH  
CPM:

SITE DATA		
PROPOSED LOT SIZE		±76,306 S.F. ± 1.752 ACRES
KUM & GO BUILDING		6,000 S.F.
REQUIRED PARKING	STANDARD	X
	ADA	X
	TOTAL	X
	PARKING RATIO = X.XX CARS/1000 S.F.	
PROPOSED PARKING	STANDARD	30
	ADA	2
	TOTAL	32
	PARKING RATIO = X.XX CARS/1000 S.F.	

REVISION DESCRIPTION	DATE	REVISIONS

DATE: 8-21-2015

SHEET NUMBER:

1 OF 1



January 05, 2016

Josh House  
Kum & Go Convenience Stores  
6400 Westown Parkway  
West Des Moines, IA 50266

**Re:** 1303 SW Frontage Rd - Convenience Store with Fuel Sales

**Description of project:** This is a request to construct a convenience store with a gas station at 1303 SW Frontage Rd (parcel #8716400001). The site plan shows 12 fueling pumps and a 6,321 sq. ft. convenience store. The proposed site plan also shows 34 parking spaces. The site is located in the General Commercial (CG) zone district. This proposal will be subject to Administrative (Type I) review.

Please see the following summary of comments regarding the project request referenced above. The comments offered informally by staff during the Conceptual Review will assist you in preparing the detailed components of the project application. Modifications and additions to these comments may be made at the time of formal review of this project. If you have any questions regarding these comments or the next steps in the review process, you may contact the individual commenter or direct your questions through the Project Planner, Clark Mapes, at 970-221-6225 or [cmapes@fcgov.com](mailto:cmapes@fcgov.com).

**Comment Summary:**

**Department: Zoning**

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

1. Land Use Code (LUC) section 3.2.2(K)(2) Parking spaces required: minimum is 2/1000 SF Maximum is: 4/1000 SF. Based on the square footage of 6,300 SF the maximum would be 25.2 spaces
2. LUC 3.2.2(K)(5) Handicap parking spaces are required in numbers per this section. If you have 1-25 parking spaces you'll need one van accessible handicap space.
3. LUC 3.2.2(C)(4)(b) A minimum of 4 bicycle spaces are required. One of these spaces needs to be enclosed.
4. LUC 3.2.1 A landscape plan is required.
5. To establish "build-to" lines, buildings shall be located and designed to align or approximately align with any previously established building/sidewalk relationships that are consistent with this standard. Accordingly, at least thirty (30) percent of the total length of the building along the street shall be extended to the build-to line area. If a parcel, lot or tract has multiple streets, then the building shall be built to at least two (2) of them according to (b) through (d) below, i.e. to a street corner. If there is a choice of two (2) or more corners, then the building shall be built to the corner that is projected to have the most pedestrian activity associated with the building.  
(b)

Buildings shall be located no more than fifteen (15) feet from the right-of-way of an adjoining street if the street is smaller than a full arterial or has on-street parking. (Frontage Rd.)

(c)

Buildings shall be located at least ten (10) and no more than twenty-five (25) feet behind the street right-of-way of an adjoining street that is larger than a two-lane arterial that does not have on-street parking. (Prospect Rd.)

6. LUC 3.2.5 All development shall provide adequately sized conveniently located, accessible trash and recycling enclosures.
7. Light sources shall be concealed and fully shielded and shall feature sharp cut-off capability so as to minimize up-light, spill-light, glare and unnecessary diffusion on adjacent property.
8. LUC 3.5.1 (I) (6) All rooftop mechanical equipment shall be screened from public view from both above and below by integrating it into building and roof design to the maximum extent feasible

**Department: Water-Wastewater Engineering**

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

1. 1. Water and wastewater services in this area are provided by the ELCO Water District and the Boxelder Sanitation District.

**Department: Traffic Operations**

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

1. The anticipated traffic volume from this development meets the threshold for needing a Traffic Impact Study. Among other things, the study will need to include appropriateness and type of access location, intersection analyzed and warrant for auxiliary lanes. Please have your traffic engineer contact me to scope the study.
2. The Frontage Road and sections of Prospect (east of the frontage Road) are under the jurisdiction of the Colorado Department of Transportation so coordination with them will occur and some elements of the proposal may be reviewed and approved by CDOT.
3. The development's access location will need to meet City and CDOT standards for access spacing and should comply with the approved Overall Development Plan. It appears to be too close to Prospect.
4. The proposal needs to not preclude the implementation of the approved EIS for the widening of I-25. A good starting point is to meet with CDOT to understand how the EIS impacts this property.
5. Adjacent street road improvements (curb, gutter, sidewalk) may be required.

**Department: Stormwater Engineering**

**Contact: Mark Taylor, 970-416-2494, [mtaylor@fcgov.com](mailto:mtaylor@fcgov.com)**

1. 1. This property is located in the FEMA regulated, 100-year Boxelder Creek floodplain and the southern half of the property is located in the floodway (area of faster deeper flood flows). Any development within the floodplain or floodway must obtain a floodplain use permit and comply with the safety regulations of Chapter 10 of City Municipal Code. The permit form can be obtained at <http://www.fcgov.com/utilities/what-we-do/stormwater/flooding/forms-documents>. A FEMA Flood Risk Map is attached.



2. 2. Per Section 10-109 (8), Critical Facilities are prohibited in the floodplain and floodway. The definition for Critical Facilities includes facilities using and storing hazardous materials including, but not limited to, gasoline storage or sales facilities, automobile oil and lubrication, repair or paint facilities. Under this regulation, the proposed gas station is prohibited at this location.
3. 3. Site Improvements and uses such as new construction, earthwork, outdoor storage of equipment and materials, and fencing are prohibited in the floodway unless it can be shown through floodplain modeling and technical analysis that the development, obstruction or activity does not cause a rise in base flood elevations.
4. 4. A no-rise certification signed by a Colorado registered professional engineer along with supporting analysis and documentation consistent with floodplain modeling guidelines and standards is required for any development in the floodway.
5. 5. Construction of a nonresidential structure is allowed in the floodway, as long as it can be shown that placing the building in the floodway does not cause a rise in flood elevations on neighboring properties and the lowest finished floor of the building, and all duct work, heating, ventilation, electrical systems, etc. are elevated 18-inches above the Base Flood Elevation (BFE). This elevation is known as the Regulatory Flood Protection Elevation (RFPE).  $RFPE = BFE + 18\text{-inches}$ . An approved FEMA Elevation Certificate, completed by a licensed surveyor or civil engineer and showing that the addition is constructed to the required elevation, is required post-construction prior to a Certificate of Occupancy (CO) being issued.
6. 6. In lieu of elevating the structure, it may be possible to floodproof the building. When more detail regarding this project is available, we can determine if floodproofing is a feasible option. If that option is available, 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>.
7. 7. Development review checklists for floodplain requirements can be obtained at <http://www.fcgov.com/utilities/what-we-do/stormwater/flooding/forms-documents>. Please utilize these documents when preparing your plans for submittal.
8. 8. The boundaries of the floodplain and floodway should be included on any plans. Contact Beck Anderson of Stormwater Master Planning at [banderson@fcgov.com](mailto:banderson@fcgov.com) for floodplain CAD line work, as required per the floodplain development review check list.
9. 9. The Boxelder Authority is working on improvements upstream of this site. Those improvements are expected to reduce the floodplain on this property in the future; however, until the improvements are constructed and the Letter of Map Revision (LOMR) is approved by FEMA, all requirements of Chapter 10 are still applicable. It will be multiple years before the LOMR is expected to be complete.
10. 10. 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.
11. 1. The design of this site must conform to the drainage basin design of the Boxelder/Cooper Slough Master Drainage Plan as well the Fort Collins Stormwater Manual.
12. 2. Onsite detention is required for the runoff volume difference between the 100-year developed inflow rate and the 2-year historic release rate.
13. 3. Fifty percent of the site runoff is required to be treated using the standard water quality treatment as described in the Fort Collins Stormwater Manual, Volume 3-Best Management Practices (BMPs). (<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guideli>

nes-regulations/stormwater-criteria) Extended detention is the usual method selected for water quality treatment; however the use of any of the BMPs is encouraged.

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

**Department: Fire Authority**

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

**1. FIRE LANES**

Fire access is required to within 150' of all exterior portions of the facility and building perimeter. An Emergency Access Easement will be required. Code language and fire lane specifications provided below.

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



## FIRE LANE SPECIFICATIONS

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

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

### 2. WATER SUPPLY

- > IFC 508.1 and Appendix B: Hydrant spacing and flow must meet minimum requirements based on type of occupancy. COMMERCIAL REQUIREMENTS: Hydrants to provide 1,500 gpm at 20 psi residual pressure, spaced not further than 300 feet to the building, on 600-foot centers thereafter.

### 3. FIRE CONTAINMENT

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

### 4. STORAGE TANKS

The installation of above ground or under ground storage tanks are approved under a separate permit.

### 5. COMMERCIAL KITCHEN HOODS

- > IFC 609.2: A Type I hood shall be installed at or above all commercial cooking appliances and domestic cooking appliances used for commercial purposes that produce grease vapors.

### 6. PREMISE IDENTIFICATION

- > 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.

### 7. OTHER COMMENTS

Other fire department comments may be applicable at time of building permit.

## Department: Environmental Planning

Contact: Rebecca Everette, 970-416-2625, [reverette@fcgov.com](mailto:reverette@fcgov.com)

1. An Ecological Characterization Study is required by Section 3.4.1 (D)(1) as the site is within 500 feet of a known natural habitat (Boxelder Creek). However, as there is an intervening parcel and a road between the creek and this property, and the standard buffer would not extend to this project's parcel, the ECS is waived for this site. Regardless, please consider the use of native plants and grasses to complement the natural feature, in accordance with Article 3.2.1 (E)(2)(3) of the Land Use Code.

2. With respect to landscaping and design, the City of Fort Collins Land Use Code, in Article 3.2.1 (E)(3), requires that you use low-water-use plants and grasses in your landscaping or re-landscaping and reduce bluegrass lawns as much as possible. Native landscaping is encouraged to the extent possible, as well.
3. The applicant should make note of Article 3.2.1(C) that requires developments to submit a landscape and tree protection plan, and if receiving water service from the City, an irrigation plan, that: "...(4) protects significant trees, natural systems, and habitat, and (5) enhances the pedestrian environment". Note that a significant tree is defined as a tree having DBH (Diameter at Breast Height) of six inches or more. If any of the trees within this site have a DBH of greater than six inches, a review of the trees shall be conducted with Tim Buchanan, City Forester (970-221-6361 or [tbuchanan@fcgov.com](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 and has many sustainability programs and goals that may benefit your project. Of particular interest may be the:
  1. ClimateWise program: [fcgov.com/climatewise/](http://fcgov.com/climatewise/)
  2. Zero Waste Plan and the Waste Reduction and Recycling Assistance Program (WRAP): [fcgov.com/recycling/pdf/\\_20120404\\_WRAP\\_ProgramOverview.pdf](http://fcgov.com/recycling/pdf/_20120404_WRAP_ProgramOverview.pdf), contact Caroline Mitchell at 970-221-6288 or [cmtichell@fcgov.com](mailto:cmtichell@fcgov.com)
  3. Green Building Program: [fcgov.com/enviro/green-building.php](http://fcgov.com/enviro/green-building.php), contact Tony Raeker at 970-416-4238 or [traeker@fcgov.com](mailto:traeker@fcgov.com)
  4. Integrated Design Assistance Program: [fcgov.com/idap](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: [fcgov.com/planning/natureinthecity/?key=advanceplanning/natureinthecity/](http://fcgov.com/planning/natureinthecity/?key=advanceplanning/natureinthecity/), contact Justin Scharton at 970-221-6213 or [jscharton@fcgov.com](mailto:jscharton@fcgov.com)

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

**Department: Engineering Development Review**

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

1. Marc Ragasa [mragasa@fcgov.com](mailto:mragasa@fcgov.com) or 221-6603 will be the Engineer assigned to this project. Please contact him if you have further questions regarding the engineering comments or requirements.
2. Larimer County Road Impact Fees and Street Oversizing Fees are due at the time of building permit. Please contact Matt Baker at 224-6108 if you have any questions.
3. The City's Transportation Development Review Fee (TDRF) is due at the time of submittal. For additional information on these fees, please see: <http://www.fcgov.com/engineering/dev-review.php>
4. Any damaged curb, gutter and sidewalk existing prior to construction, as well as streets, sidewalks, curbs and gutters, destroyed, damaged or removed due to construction of this project, shall be replaced or restored to City of Fort Collins standards at the Developer's expense prior to the acceptance of completed improvements and/or prior to the issuance of the first Certificate of Occupancy.
5. Any public improvements must be designed and built in accordance with the Larimer County Urban Area Street Standards (LCUASS). They are available online at: <http://www.larimer.org/engineering/GMARdStds/UrbanSt.htm>
6. This project is responsible for dedicating any right-of-way and easements that are necessary or required by the City for this project. This shall including the standard utility easements that



are to be provided behind the right-of-way (15 foot along an arterial- Prospect, and 9 foot along the frontage road). Additional right-of-way along the street frontages may need to be dedicated in order to accommodate the required detached sidewalk.

7. Additional ROW will need to be dedicated along Prospect Road due to preliminary CDOT plans for I-25/Prospect interchange. The applicant will need to work with CDOT to determine the ROW limits. The project is responsible for the local street improvements adjacent to the site on Prospect, but because of the future overpass project, it does not make sense to construct these at this time. As such, a payment in lieu of construction will be required prior to the issuance of a building permit.
8. Additional ROW will need to be dedicated along the SW Frontage Road to accommodate the needed cross-section. Public improvements (curb, gutter, and sidewalk) will need to be installed along the property's frontage.
9. The proposed access point off of the frontage road does not comply with the approved Overall Development Plan for the site; it is too close to Prospect. The ODP will need to be revised to show any proposed changes to the access.
10. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
11. This site is adjacent to CDOT roadway and all access to the site is subject to CDOT permitting. Plans will be routed to CDOT for review and approval and the applicant will need to obtain access permits from CDOT.
12. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
13. LCUASS parking setbacks (Figure 19-6) apply and will need to be followed depending on parking design.
14. Bike parking required for the project cannot be placed within the right-of-way and if placed just behind the right-of-way need to be placed so that when bikes are parked they do not extend into the right-of-way.
15. In regards to construction of this site. The public right-of-way shall not be used for staging or storage of materials or equipment associated with the Development, nor shall it be used for parking by any contractors, subcontractors, or other personnel working for or hired by the Developer to construct the Development. The Developer will need to find a location(s) on private property to accommodate any necessary Staging and/or parking needs associated with the completion of the Development. Information on the location(s) of these areas will be required to be provided to the City as a part of the Development Construction Permit application.

**Department: Electric Engineering**

**Contact: Coy Althoff, , [CAlthoff@fcgov.com](mailto:CAlthoff@fcgov.com)**

1. 3-phase electric primary is available all along the frontage road.
2. Development charges, electric Capacity Fee, Building Site charges and any system modification charges necessary will apply to this development. Please reference our policies, development charge processes, and use our fee estimator at <http://www.fcgov.com/utilities/business/builders-and-developers>.
3. Please coordinate transformer and meter locations with Light & Power Engineering.

Transformer locations shall be within 10' of a paved surface and must have a minimum of an 8' clearance from the front side and a 3' clearance around the sides and rear. (1000 kVA up to 2500 kVA requires 4' around the sides and rear.)

4. Please provide a one line diagram and a C-1 form to Light and Power Engineering. The C-1 form can be found at:  
<http://zeus.fcgov.com/utills-procedures/files/EngWiki/WikiPdfs/C/C-1Form.pdf>
5. 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>.

## Planning Services

Contact: Clark Mapes, 970-221-6225, [cmapes@fcgov.com](mailto:cmapes@fcgov.com)

1. 1 Building placement in relation to streets and sidewalks. A key citywide standard for commercial development requires buildings to be placed along street sidewalks with no intervening vehicle use area. A related standard requires buildings at street corners to be placed at the corner. This precludes the prototypical layout for many auto-oriented uses. More alternatives need to be explored in this regard, including more of a rear access with the building placed at a corner. In this particular case, the relationship of the building to a future neighborhood across the frontage road is a consideration in building placement. Relationship to a future neighborhood across the frontage road is a consideration.
2. 2 Streetscape/Landscape. Those citywide standards are augmented by standards in a 1993 Prospect Road Streetscape Program document which established a unified approach to streetscape development along this entryway corridor from I-25. It requires a 30-foot landscape setback behind the R.O.W. along the frontage road and a 50-foot landscape setback along Prospect. The setback is to accommodate grading and landscaping. Screening requirements for the vehicle use area can be incorporated into these landscaped setbacks.

The document also calls for riparian landscaping to highlight the Boxelder Creek crossing.

Overall, this arterial street interchange area is planned as part of a community gateway corridor with a strong landscape theme. This project will begin to clarify and establish a theme to be followed in development of this quadrant over time.

3. 3 Building Design. Building design must be a unique local response to the context considering the city entryway corridor and Boxelder Creek, and a future neighborhood across the street.
4. 4 Lighting must be down-directional with no spillover. Canopy lighting must be recessed within the canopy. There is a brightness limit as well. Any LED lighting would require careful attention to color temperature with Kelvin ratings under 2800, avoiding cool white light.
5. 5 A next step, or early step, would be a Neighborhood Meeting. Coordinate with staff on a date and venue.
6. 6 The larger commercial center within the Interstate Lands O.D.P. is highly visible and located within one of the designated gateways to the City. As such, the center will need to demonstrate design cohesion. All the commercial buildings must, to a certain degree, be unified with regard to exterior materials, pitched roofs, exterior colors, landscaping and the like. If this project is the first to be developed within this center, then careful consideration must be paid to how this project influences the balance of the center. Staff recommends that the O.D.P. contain an overall design intent that guides and unifies all future commercial development.
7. 7 Development along I-25 is governed by Sections 3.9.5 and 3.9.12 of the Land Use Code and require that both the convenience store and fuel canopy feature a pitched roof with a minimum slope of 5:12. (The provisions in these sections that refer to a sloping mansard as an option would not be applicable to this site due to the view from above along the public roads.) A pitched roof will also satisfy the standard in Section 3.5.3(D)(6) that the



convenience store provide for a distinctive and recognizable top. Given the size of the both the building and fuel canopy, a variety of roof pitches are recommended so that one continuous roof line does not become monotonous.

8. 8 Sections 3.9.12 and 3.5.3(D) require high quality building materials and that the building includes a distinctive base, middle and top. As mentioned, pitched roofs satisfy the requirement for a distinctive top.
9. 9 Staff considers the canopy columns to be an important component of the fuel canopy structure. Consequently, the canopy columns must be specified to be a high quality material and not simply painted steel.
10. 10 Given the requirement for pitched roofs, all H.V.A.C. mechanical equipment must be ground mounted. Hood and duct systems for the restaurant must be minimized to the maximum extent feasible. Electrical transformers and meters, gas meters, utility cabinets and phone and cable appurtenances must be screened from public view. Doors to equipment rooms must be painted to match the predominant color of the building field.
11. 11 Only a portion of the canopy can be devoted to signage, logo, or any feature that meets the Land Use Code definition of a sign. Note that illuminated banding is prohibited along the canopy fascia per Section 3.5.3(D)(9).
12. 12 An outdoor dining patio is recommended. Such a feature would contribute to the facility being not just a highway service establishment but a store that would also serve the future neighborhood.
13. 13 The proposed site plan appears to leave a significant portion of the site devoted to landscaping and stormwater detention and water quality. The applicant is encouraged to consider providing opportunities to serve the traveling public by adding an outdoor dining area, patio, picnic shelter, dog exercise area, playground or other features that would serve the traveling public and make better utilization of the available land area.
14. The proposed development project is subject to a Type 1 review and public hearing, the decision maker for Type 1 hearings is an Administrative Hearing Officer. The applicant for this development request is not required to hold a neighborhood meeting for a Type 1 hearing, but if you would like to have one to notify your neighbors of the proposal, please let me know and I can help you in setting a date, time and location for a meeting. Neighborhood Meetings are a great way to get public feedback and avoid potential hiccups that may occur later in the review process.
15. Please see the Development Review Guide at [www.fcgov.com/drg](http://www.fcgov.com/drg). This online guide features a color coded flowchart with comprehensive, easy to read information on each step in the process. This guide includes links to just about every resource you need during development review.
16. This development proposal will be subject to all applicable standards of the Fort Collins Land Use Code (LUC), including Article 3 General Development Standards. The entire LUC is available for your review on the web at <http://www.colocode.com/ftcollins/landuse/begin.htm>.
17. If this proposal is unable to satisfy any of the requirements set forth in the LUC, a Modification of Standard Request will need to be submitted with your formal development proposal. Please see Section 2.8.2 of the LUC for more information on criteria to apply for a Modification of Standard.
18. Please see the Submittal Requirements and Checklist at: <http://www.fcgov.com/developmentreview/applications.php>.
19. The request will be subject to the Development Review Fee Schedule that is available in the Community Development and Neighborhood Services office. The fees are due at the time of submittal of the required documents for the appropriate development review process by City staff and affected outside reviewing agencies. Also, the required Transportation Development Review Fee must be paid at time of submittal.

- 20.** When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.



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

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

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