

Conceptual Review Agenda

Schedule for 12/28/15 to 12/28/15

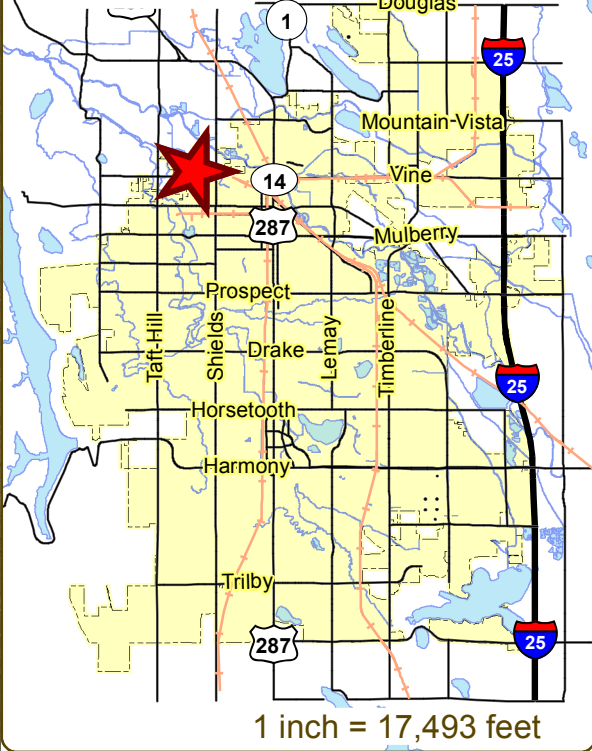
281 Conference Room A

Monday, December 28, 2015

Time	Project Name	Applicant Info	Project Description	Planner
9:30	824 Aztec Dr - Extra Occupancy Rental CDR150090	Nate Banke (970) 690-2212 natebanke@gmail.com	This is a request to locate an extra occupancy rental at 824 Aztec Dr (parcel #9703407027). The owner is seeking to rent out the property to four unrelated tenants. The property has four bedrooms and will extend the driveway width to accommodate an additional car. The site is located in the Low Density Mixed-Use Neighborhood (LMN) zone district. This proposal will be subject to Administrative (Type I) review.	Clay Frickey
10:15	1011 Remington St. - Fraternity CDR150091	Tom Laupa (970) 227-5127 tlaupa@frii.com	This is a request to locate a fraternity at 1011 Remington St (parcel #9713310005). The property is currently being used as a boarding house. The site plan shows 4 off-street parking spaces. The site is located in the Neighborhood Conservation - Buffer (NCB) zone district. This proposal will be subject to Planning & Zoning Board (Type II) review.	Jason Holland
11:00	799 N College Ave. - Drive-thru Car Wash CDR150092	Jim Houck (970) 222-7624 jim.houck@firehouseexpress.com	This is a request to build a drive-thru car wash at 799 N College Ave. (parcel #9702424016). The facility will feature a 120' tunnel car wash with 16 parking spaces with vacuums. The site will take access off Woodlawn Drive. The site is located in the Service Commercial (CS) zone district. This proposal will be subject to Administrative (Type I) review.	Clark Mapes

824 Aztec Dr. Extra Occupancy Rental

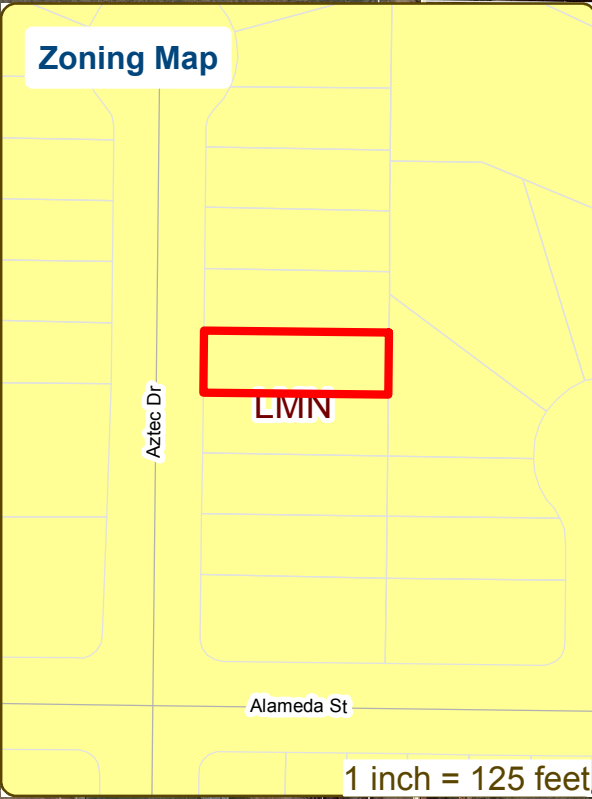
Vicinity Map



Aerial Site Map



Zoning Map



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CONCEPTUAL REVIEW: APPLICATION

General Information

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

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

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

Nate Banke

Business Name (if applicable) _____

Your Mailing Address 824 Aztec Dr

Phone Number 970.690.2212 Email Address natebanke@gmail.com

Site Address or Description (parcel # if no address) _____

Description of Proposal (attach additional sheets if necessary) Extra occupancy rental with 4 tenants

Proposed Use Extra occupancy rental Existing Use Single-family home

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

Age of any Existing Structures _____

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

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

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

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

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

Suggested items for the Sketch Plan:

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

970-690-2212
natebanke@gmail.com

824 Aztec Dr.
Fort Collins, CO
80521

December 16, 2015

Dear Conceptual Review Committee,

My wife and I are looking to have our house at 824 Aztec Dr approved for 4 unrelated tenants. The property is nearly 2400 square feet with four bedrooms, 3 bathrooms, plus an office. The driveway can currently accommodate two cars parked side by side comfortably. In order to accommodate an additional parking space we would likely extend the driveway south behind the mailbox as indicated by the blue section in the below picture. We would either lay concrete or fine gravel to facilitate this parking spot. The tree in the below pictures is all ready pulled.

Sincerely,

Nathaniel Banke



824 Aztec Dr
Fort Collins, CO 80521



January 04, 2016

Nate Banke
824 Aztec Dr
Fort Collins, CO 80521

Re: 824 Aztec Dr - Extra Occupancy Rental

Description of project: This is a request to locate an extra occupancy rental at 824 Aztec Dr (parcel #9703407027). The owner is seeking to rent out the property to four unrelated tenants. The property has four bedrooms and will extend the driveway width to accommodate an additional car. The site is located in the Low Density Mixed-Use Neighborhood (LMN) zone district. This proposal will be subject to Administrative (Type I) review.

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

Comment Summary:

Department: Zoning

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

1. Additional off-street parking is required. The standard stall dimensions start at 9'x19'. Please see code sections 3.2.2(K) and 3.2.2(L) for more details.
2. However, the municipal code requires that the front yard defined as front property line to garage face and area between north and south property lines represent at least 60% organic material and no more than 40% non-organic such as the driveway material.
3. If not owner occupied the min. floor area required is 1400 s.f. of living space as a min. of 350 s.f. is required for each tenant.
4. As an extra occupancy dwelling an exterior bike rack is required to accommodate a minimum of 4 bicycles or one per bed.
5. While only three off-street parking spaces are required we recommend that at least one stall in the garage be made free and available for longer term parking.
6. To accommodate the additional driveway space it appears that a tree may have to be removed. We prefer that the tree be salvaged and relocated to another location on the property.

Department: Water-Wastewater Engineering

Contact: Heather McDowell, 970-224-6065, hmcowell@fcgov.com

1. 1. There is an existing 6-inch water main in Aztec Drive with a ¾-inch water service to the residence.
2. 2. There is an existing 12-inch sewer main in Aztec Drive with a sewer service to the residence.
3. 3. This proposal does not appear to impact the existing utilities to the property nor does it appear to propose any changes or upgrades to the utilities. If this changes, please contact Heather McDowell with Water Utility Engineering at (970) 224-6065.

Department: Traffic Operations

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

1. No comments.

Department: Stormwater Engineering

Contact: Heather McDowell, 970-224-6065, hmcowell@fcgov.com

1. 1. No improvements to the exterior of the residence or increases in impervious area above 350 square feet are indicated in the application. If this changes, please contact Heather McDowell with Water Utility Engineering at (970) 224-6065.
- 1.

Department: Environmental Planning

Contact: Kelly Kimple, 970-416-2401, kkimple@fcgov.com

1. With respect to landscaping and design, the City of Fort Collins Land Use Code, in Article 3.2.1 (E)(3), requires that you use low-water-use plants and grasses in your landscaping or re-landscaping and reduce bluegrass lawns as much as possible. Native landscaping is encouraged to the extent possible, as well.
2. 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 (Arthur Ditch). However, as there are intervening parcels between the ditch 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 to complement the natural feature, in accordance with Article 3.2.1 (E)(2) (3) of the Land Use Code.
3. 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.
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. Green Building Program: <http://www.fcgov.com/enviro/green-building.php>, contact Tony Raeker at 970-416-4238 or traeker@fcgov.com

2. Solar Energy:

<http://www.fcgov.com/utilities/residential/renewables/solar-contractors-resources>, contact Norm Weaver at 970-416-2312 or nweaver@fcgov.com

3. Urban Agriculture: <http://www.fcgov.com/developmentreview/urbanagriculture.php>

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

Department: Engineering Development Review

Contact: Marc Ragasa, 970.221.6603, mragasa@fcgov.com

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

Department: Electric Engineering

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

1. It doesn't look like there will be any changes to the electric system but if there is please contact Light and Power Engineering at 970-221-6700.

Planning Services

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

1. The Land Use Code has a minimum parking stall width of 8 feet. When you submit your site plan for review, please provide a to scale drawing that shows how many cars can fit in the new driveway configuration. Staff needs to ensure that you will have enough space to fit three cars in the parking area given the minimum stall width requirement.

2. 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.
3. Please see the Development Review Guide at www.fcgov.com/drg. This online guide features a color coded flowchart with comprehensive, easy to read information on each step in the process. This guide includes links to just about every resource you need during development review.
4. 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>.
5. 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.
6. Please see the Submittal Requirements and Checklist at:
<http://www.fcgov.com/developmentreview/applications.php>.
7. 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.
8. 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.

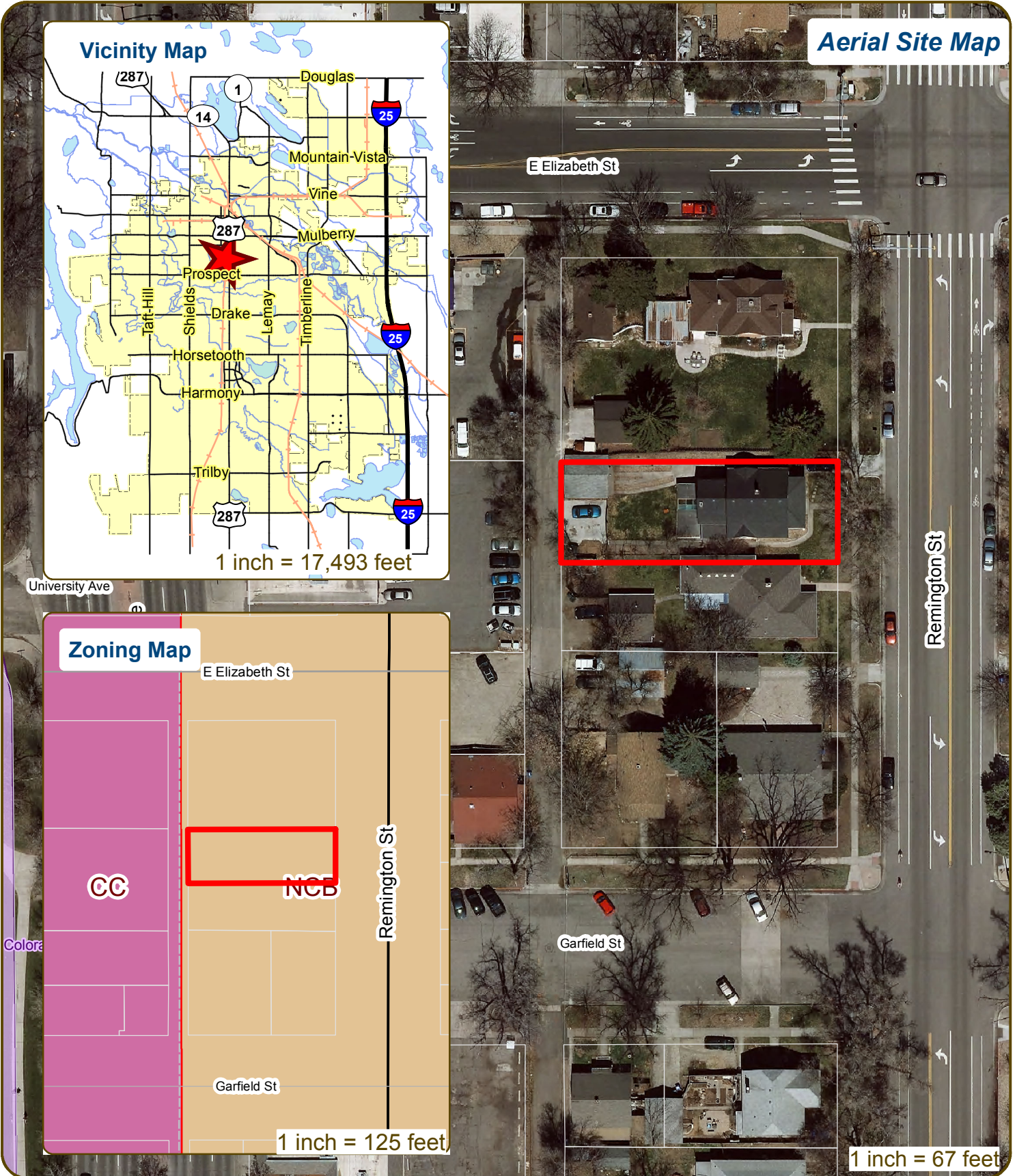
Energy Code Use

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

1011 Remington St Fraternity



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APPLICATION

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

Business Name (if applicable) _____

Your Mailing Address _____

Phone Number _____ **Email Address** _____

Site Address or Description (parcel # if no address) _____

Description of Proposal (attach additional sheets if necessary) _____

Proposed Use _____ **Existing Use** _____

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

Age of any Existing Structures _____

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

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

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

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

Increase in Impervious Area _____ **S.F.**

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

Suggested items for the Sketch Plan:

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



COMMUNITY DEVELOPMENT & NEIGHBORHOOD SERVICES

281 N. College Ave. • Fort Collins, CO 80524 • Phone: 970-416-2740
www.fcgov.com/building

BUILDING PERMIT APPLICATION

APPLICATION NUMBER _____ APPLICATION DATE _____

Job Site Address _____ Unit # _____

PROPERTY OWNER INFO: (All owner information is required – it is not optional) Phone # _____

Last name _____ First Name _____ Middle _____

Street Address _____ City _____ State _____ Zip _____

CONTRACTOR INFO: Company Name _____ Contractor Phone # _____

Lic Holder Name _____ City of Fort Collins License # _____ Supervisor Cert # _____

Mailing Address _____ City _____ State _____ Zip _____

LEGAL INFO:

Subdivision/PUD _____ Filing # _____ Lot # _____ Block # _____ Lot Sq Ft _____

CONSTRUCTION INFO: Total Building Sq Ft (not including basement) _____ Total Garage Sq Ft _____

Residential Sq Ft _____ Comm'l Sq Ft _____ # of Stories _____ Bldg Height _____ # Dwelling Units _____

1st Floor Sq Ft _____ 2nd Floor Sq Ft _____ 3rd Floor Sq Ft _____ Unfinished Bsmt Sq Ft _____

Finished Bsmt Sq Ft _____ # of Bedrooms _____ # of Full Baths _____ ¾ Baths _____ ½ Baths _____ # of Fireplaces _____

Air Conditioning: Yes No **Energy info:** (Circle appropriate choice) 1. ComCheck 2. ResCheck w/Air Sealing
3. ResCheck w/Blower Door 4. Simulated Performance Alternative 5. Prescriptive w/Air Sealing 6. Prescriptive w/ Blower Door

City of Fort Collins Stock Plan # _____ List appropriate option #s _____

UTILITIES INFO:

Water Tap Size _____ Sewer Tap Size _____ Metered: Yes or No Temp. Pedestal Yes or No

Type of Heat: Gas Electric Electric Main Breaker Size (Residential only) 150 Amp or Less 200 Amp Other

Value of Construction (including labor, material & profit) \$ _____

Description of Work: _____

Contact Name & Phone # of **JOBSITE SUPERVISOR:** _____

Subcontractor Info:

Electrical _____ Mechanical _____ Plumbing _____

Framer _____ Roofing _____ Concrete _____ Fireplace _____

Solar _____ Other _____ Other _____ Other _____

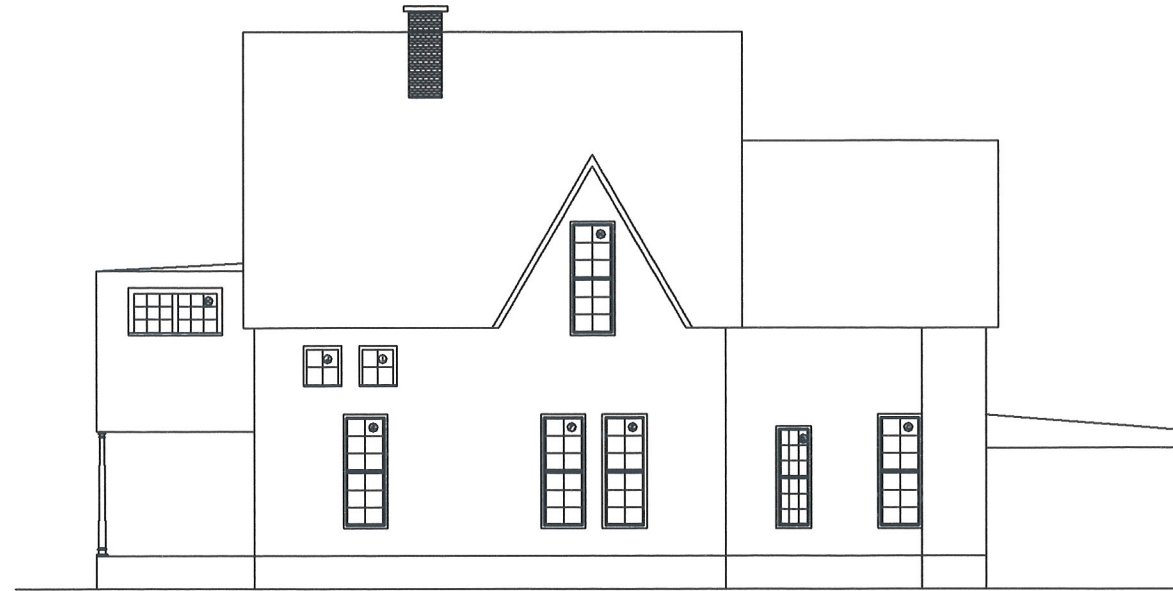
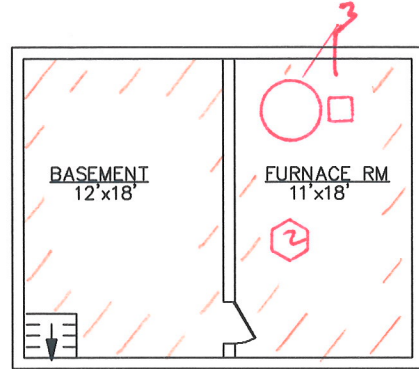
Applicant: I hereby acknowledge that I have read this application and state that the above information is correct and agree to comply with all requirements contained herein and City of Fort Collins ordinances and state laws regulating building construction.

Applicant Signature _____ Print Name _____ Phone _____

Distribution: White – Office Yellow – Applicant Pink – WWW/Stormwater

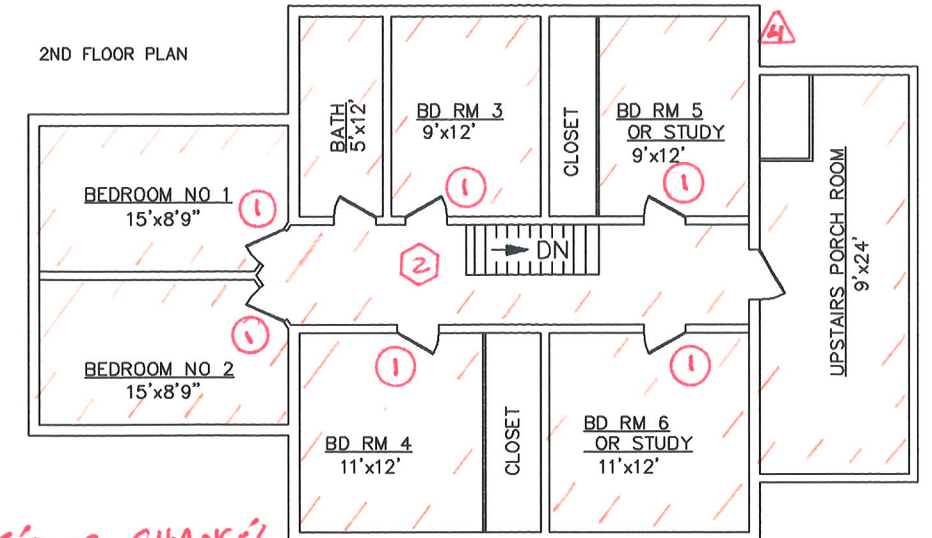
THIS APPLICATION EXPIRES 180 DAYS FROM APPLICATION DATE

BASEMENT FLOOR PLAN



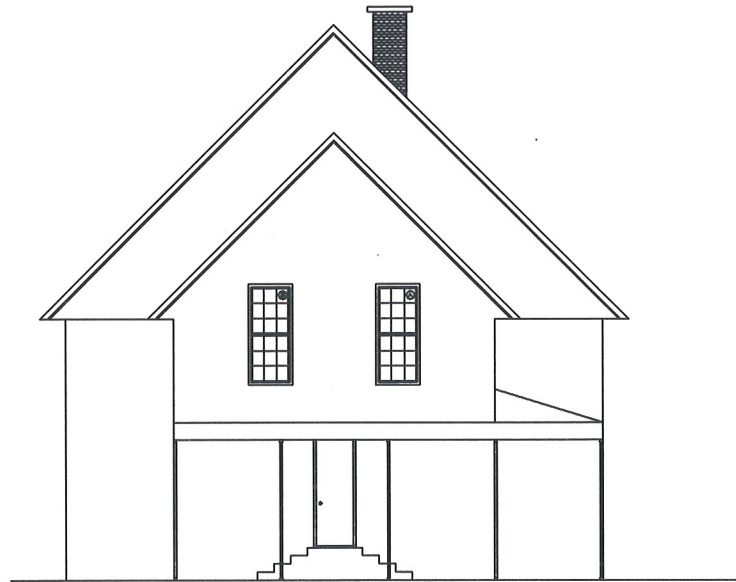
NORTH ELEVATION

2ND FLOOR PLAN



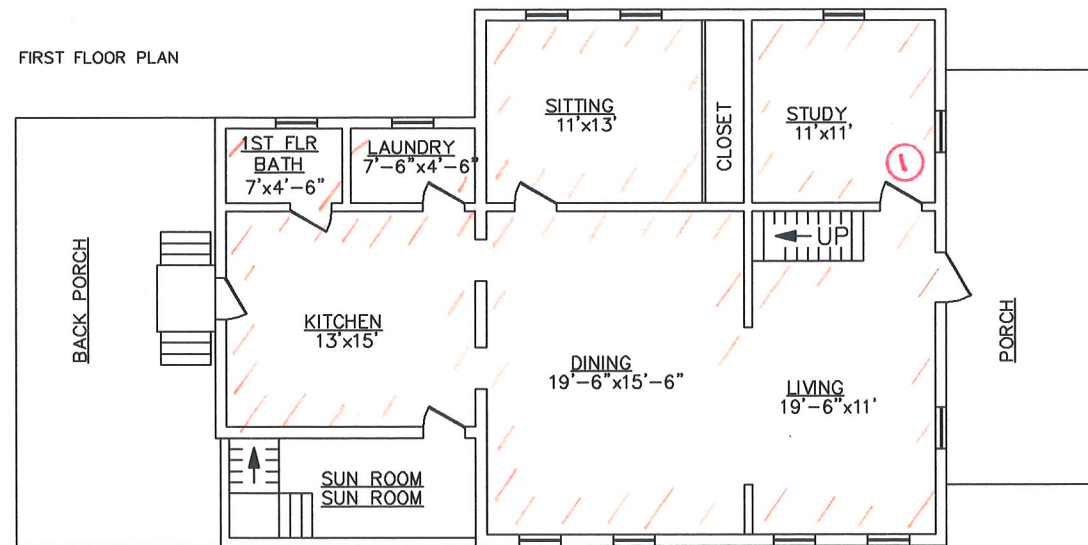
INTERNAL CHANGES

- ① NEW DOORS/TRANSOMS
 - ② CO2 DETECTOR
 - ③ FIRE SUPPRESSION TK
 - ④ FIRE ANNUNCIATOR
- FIRE PROTECTION

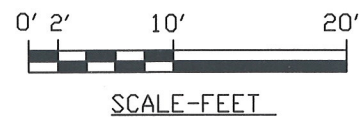


EAST ELEVATION

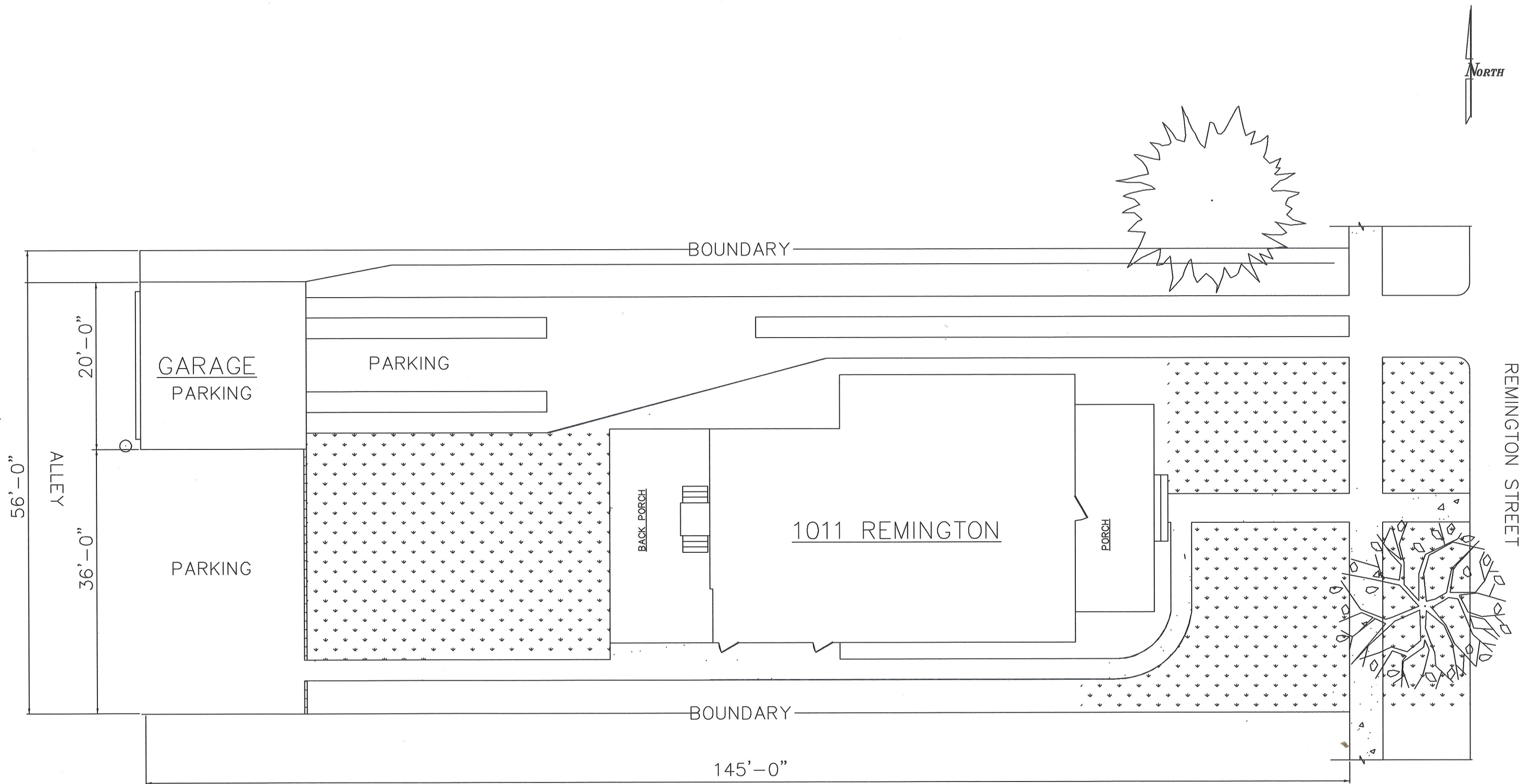
FIRST FLOOR PLAN



SOUTH ELEVATION



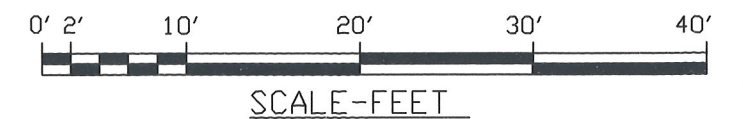
PLANS & ELEVATIONS
TOM LAUPA 970-227-5127



NOTES:
 1> PARKING REVISED FOR BOARDING HOUSE OPERATION

NO EXTERIOR CHANGES

PLOT PLAN — 1011 REMINGTON STREET
 TOM LAUPA 970-227-5127



may have lived in the main sorority house at one time. She believes there were three bedrooms upstairs, each with two bunk beds, while one or two smaller bedrooms, each perhaps with a single bunk bed, the house mother's room, the kitchen, and other facilities were all located downstairs. Ms. Andersen also related that other sorority members resided in two nearby annexes. One annex was located at 202 E. Elizabeth Street (directly across Elizabeth Street to the north), while according to Ms. Andersen, the other annex was located at 1011 Remington Street (across Remington Street to the west, the second house south of Elizabeth Street). She recalls that approximately eight sorority members may have resided in each of the two annexes. Ms. Andersen reported that during her freshman year she lived on campus in newly-built Green Hall. She lived in the main Delta Zeta Sorority house at 1002 Remington Street during her sophomore year, and during her junior year she lived in the Delta Zeta annex at 202 Elizabeth Street. By the time of her senior year, the Delta Zeta Sorority was no longer located at the Remington and Elizabeth Streets location. Ms. Andersen also related that all freshmen pledges were required to live on campus, unless they were from Fort Collins in which case they had the option of continuing to live at home with their families. Such students who were from Fort Collins were known as "townies." She further reported that a number of sorority members lived elsewhere off campus.

Interpretations

Membership in the Delta Zeta Sorority peaked in the late 1950s, while membership in the Triangle Fraternity peaked in the mid-1980s. The written research does not necessarily provide an exact number of sorority or fraternity residents at the location in any given year; however, corroborated with the oral information obtained from Norma Andersen, it does provide a close estimate. The actual number of residents may have varied somewhat from the numbers presented in the two tables for the following reasons:

- Not all members of the Delta Zeta Sorority, and later the Triangle Fraternity, may have appeared and been listed with the *Silver Spruce* photo in any given year. It is likely that some members were absent in some years.
- Some sorority/fraternity members may have had their primary residence elsewhere even though they were listed at the 1002 Remington Street/201 E. Elizabeth Street location. For example, the home or permanent addresses for some members were in Fort Collins or Loveland. In these cases, the member may have primarily resided at their home address and were simply listed at the location because they were members of the sorority or fraternity.
- Fort Collins city directories between 1957 and 1959 list the Delta Zeta Sorority at 1002 Remington Street as well as a Delta Zeta Sorority "Annex" at 202 E. Elizabeth Street (corresponding with the oral information from Ms. Andersen). However, city directories from the late 1950s do not list a Delta Zeta Annex at 1011 Remington Street as reported by Ms. Andersen. City directories from that time instead indicate the building at that location was an apartment house.
- Sorority members listed in the *CSU Directories* as residing at 1002 Remington Street included those who lived in the annex(es).
- The *Silver Spruce* ceased publication in 2002 by which time a group photo of the Triangle Fraternity no longer appeared.



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

January 05, 2016

Tom Laupa
1003 Remington St
Fort Collins, CO 80524

Re: 1011 Remington St. - Fraternity

Description of project: This is a request to locate a fraternity at 1011 Remington St (parcel #9713310005). The property is currently being used as a boarding house. The site plan shows 4 off-street parking spaces. The site is located in the Neighborhood Conservation - Buffer (NCB) zone district. This proposal will be subject to Planning & Zoning Board (Type II) review.

Please see the following summary of comments regarding the project request referenced above. The comments offered informally by staff during the Conceptual Review will assist you in preparing the detailed components of the project application. Modifications and additions to these comments may be made at the time of formal review of this project. If you have any questions regarding these comments or the next steps in the review process, you may contact the individual commenter or direct your questions through the Project Planner, Jason Holland, at 970-224-6126 or jholland@fcgov.com.

Comment Summary:

Department: Zoning

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

1. Land Use Code Section 3.2.2(K)(1)(e) requires at least 2 parking spaces for every 3 beds. At 14 occupants there proposal would be required to provide at least 10 off street parking spaces. At least one of the required off-street parking spaces would required to be a van accessible handicap space.
2. An additional parkway tree located between the private sidewalk and driveway to be chosen from the City of Fort Collins Forestry Tree List with min. planting requirements found in the LUC.
3. How will trash be serviced. If a dumpster is used then an enclosure is required to house it and recyclables. The enclosure must meet LUC 3.2.5.
4. In the N-C-B zone district establishing a Fraternity use is subject to a Type 2 review. This requires a neighborhood meeting and the decision makes is the Planning and Zoning Board.

The fraternity at 201 E Elizabeth was reviewed through section 3.8.25 of the Land Use Code. At this time there is insufficient evidence to use the same code section for 1011 Remington Street.

Department: Water-Wastewater Engineering

Contact: Heather McDowell, 970-224-6065, hmcowell@fcgov.com

1. There is an existing 12-inch water main in Remington Street with a ¾-inch water service to the building. If this project requires a larger water tap, then the existing water tap must be abandoned at the main.
2. There is an existing 8-inch sewer main in the alley with a sewer service to the building. If this project requires a larger sewer service, this existing sewer service must be abandoned at the main.

Department: Traffic Operations

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

1. We will need some information on how the change of use affects traffic. Specifically, how many occupants were in the structure previously, and how many are proposed with the change to a fraternity. The different is what determines whether a traffic review is needed.

Department: Stormwater Engineering

Contact: Heather McDowell, 970-224-6065, hmcowell@fcgov.com

1. 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.
(<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guidelines-regulations/stormwater-criteria>) If you have any questions, please contact Heather McDowell with Water Utility Engineering at (970) 224-6065
2. If parking spaces are added and there is an increase in imperviousness greater than 1000 square feet a drainage report, erosion control report and construction plans are required and they must be prepared by a Professional Engineer registered in Colorado. The drainage report must address the four-step process for selecting structural BMPs. If there is less than 1,000 square feet of new impervious area on an existing development, a drainage letter along with a grading plan should be sufficient to document the existing and proposed drainage patterns. If there is less than 1,000 but more than 350 square feet of new impervious area; a site grading and erosion control plan is required instead of a complete construction plan set.
3. When improvements are being added to an existing developed site onsite detention is only required if there is an increase in impervious area greater than 5000 square feet. If it is greater, onsite detention is required with a 2 year historic release rate for water quantity.
4. It is important to document the existing impervious area since drainage requirements and fees are based on new impervious area. An exhibit showing the existing and proposed impervious areas with a table summarizing the areas is required prior to the time fees are calculated for each building permit.
5. The city wide Stormwater development fee (PIF) is \$7,817/acre (\$0.1795 sq.-ft.) for new impervious area over 350 sq.ft., and there is a \$1,045.00/acre (\$0.024/sq.-ft.) review fee. No fee is charged for existing impervious area. These fees are to be paid at the time each building permit is issued. Information on fees can be found at:
<http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees> or contact Jean Pakech at 221-6375 for questions on fees. There is also an erosion control escrow required before the Development Construction permit is issued. The amount of the escrow is determined by the design engineer, and is based on the site disturbance area, cost of the measures, or a minimum amount in accordance with the Fort Collins Stormwater Manual.

Department: Fire Authority

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

1. AUTOMATIC FIRE SPRINKLER SYSTEM

This building will require an automatic fire sprinkler system under a separate permit. Please contact Assistant Fire Marshal, Joe Jaramillo with any fire sprinkler related questions at 970-416-2868.

Department: Environmental Planning

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

1. With respect to landscaping and design, the City of Fort Collins Land Use Code, in Article 3.2.1 (E)(3), requires that you use low-water-use plants and grasses in your landscaping or re-landscaping and reduce bluegrass lawns as much as possible. Native landscaping is encouraged to the extent possible, as well.
2. Our city has an established identity as a forward-thinking community that cares about the quality of life it offers its citizens and has many sustainability programs and goals that may benefit your project. Of particular interest may be the:

1. Green Building Program: <http://www.fcgov.com/enviro/green-building.php>, contact Tony Raeker at 970-416-4238 or traeker@fcgov.com

2. Solar Energy:

<http://www.fcgov.com/utilities/residential/renewables/solar-contractors-resources>, contact Norm Weaver at 970-416-2312 or nweaver@fcgov.com

3. Urban Agriculture: <http://www.fcgov.com/developmentreview/urbanagriculture.php>

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

Department: Engineering Development Review

Contact: Marc Ragasa, 970.221.6603, mragasa@fcgov.com

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

6. This project is responsible for dedicating any right-of-way and/or 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. The public alley to the west of the property will need to be improved along the length of the property. The alley will need to be designed and constructed to the nearest public street. The alley can be paved to either Elizabeth Street to the north or Garfield Street to the south. Please see LCUASS Drawing 803 for Alley Intersection details.
8. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
9. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
10. A utility coordination meeting on this site is suggested. Utility coordination meetings if requested are typically scheduled after the preliminary submittal of the project, but can be scheduled prior to submittal upon request. Please provide a site plan with preliminary utility layout for routing with the meeting notice. If you are interested in having a utility coordination meeting, please contact the development review engineer for scheduling.
11. LCUASS parking setbacks (Figure 19-6) apply and will need to be followed depending on parking design.
12. All fences, barriers, posts or other encroachments within the public right-of-way are only permitted upon approval of an encroachment permit. Applications for encroachment permits shall be made to Engineering Department for review and approval prior to installation. Encroachment items shall not be shown on the site plan as they may not be approved, need to be modified or moved, or if the permit is revoked then the site/ landscape plan is in non-compliance.
13. Any rain gardens within the right-of-way cannot be used to treat the development/ site storm runoff. We can look at the use of rain gardens to treat street flows – the design standards for these are still in development.
14. Bike parking required for the project cannot be placed within the right-of-way and if placed just behind the right-of-way need to be placed so that when bikes are parked they do not extend into the right-of-way.
15. In regards to construction of this site, the public right-of-way shall not be used for staging or storage of materials or equipment associated with the Development, nor shall it be used for parking by any contractors, subcontractors, or other personnel working for or hired by the Developer to construct the Development. The Developer will need to find a location(s) on private property to accommodate any necessary Staging and/or parking needs associated with the completion of the Development. Information on the location(s) of these areas will be required to be provided to the City as a part of the Development Construction Permit application.

Department: Electric Engineering

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

1. Any changes to the existing electric capacity and or location will initiate electric development and system modification charges. Please coordinate power requirements with Light and Power Engineering at 221-6700.
2. Please reference our policies, development charge processes, and use our fee estimator at <http://www.fcgov.com/utilities/business/builders-and-developers>.

Department: Building Inspection

Contact: Sarah Carter, 970-416-2748, scarter@fcgov.com

1. Please schedule a pre-submittal meeting for this project. Pre-Submittal meetings 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. Applicants of new commercial or multi-family projects should call 416-2748 to schedule a pre-submittal meeting. Applicants should be prepared to present site plans, floor plans, and elevations and be able to discuss code issues of occupancy, square footage and type of construction being proposed.

Planning Services

Contact: Jason Holland, 970-224-6126, jholland@fcgov.com

1. Off street parking for Fraternity and Sorority Houses is based on the number of occupants: For each fraternity or sorority house, there shall be two (2) parking spaces per three (3) beds, plus one parking spaces per two employees. The alternative compliance provisions of Section 3.2.2(K)(1)(a)(2) may be applied to vary this standard, provided that an a justification by the applicant is supportable and approved by the decision maker, (in this case P&Z). Occupancy may be limited due to available off-street parking.
2. One off street van accessible parking space is required per the dimensional standards described in LUC 3.2.2(k)(5). Van accessible spaces are 13 feet in width.
3. Should the project move forward to a formal submittal, please contact me for a presubmittal meeting to go over the submittal requirement checklists, fee requirements and to schedule a submittal date.
4. Staff is concerned that the parking space adjacent to the garage does not have adequate backing visibility and is a safety issue for a fraternity/sorority use, in which parking use may be more intensive than a single family residential use. Backing out of the long driveway is also a concern.
5. The proposed development project is subject to a Type 2 (Planning and Zoning Board) review and public hearing. The applicant for this development request is required to hold a neighborhood information meeting prior to formal submittal of the proposal. Neighborhood meetings offer an informal way to get feedback from your surrounding neighbors and discover any potential hiccups prior to the formal hearing. Please contact me, at 221-6750, to assist you in setting a date, time, and location. I and possibly other City staff, would be present to facilitate the meeting.
6. Please see the Development Review Guide at www.fcgov.com/drg. This online guide features a color coded flowchart with comprehensive, easy to read information on each step in the process. This guide includes links to just about every resource you need during development review.
7. This development proposal will be subject to all applicable standards of the Fort Collins Land Use Code (LUC), including Article 3 General Development Standards. The entire LUC is available for your review on the web at <http://www.colocode.com/ftcollins/landuse/begin.htm>.
8. If this proposal is unable to satisfy any of the requirements set forth in the LUC, a Modification of Standard Request will need to be submitted with your formal development proposal. Please see Section 2.8.2 of the LUC for more information on criteria to apply for a Modification of Standard.

- 9.** Please see the Submittal Requirements and Checklist at:
<http://www.fcgov.com/developmentreview/applications.php>.
- 10.** The request will be subject to the Development Review Fee Schedule that is available in the Community Development and Neighborhood Services office. The fees are due at the time of submittal of the required documents for the appropriate development review process by City staff and affected outside reviewing agencies. Also, the required Transportation Development Review Fee must be paid at time of submittal.
- 11.** When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.

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.

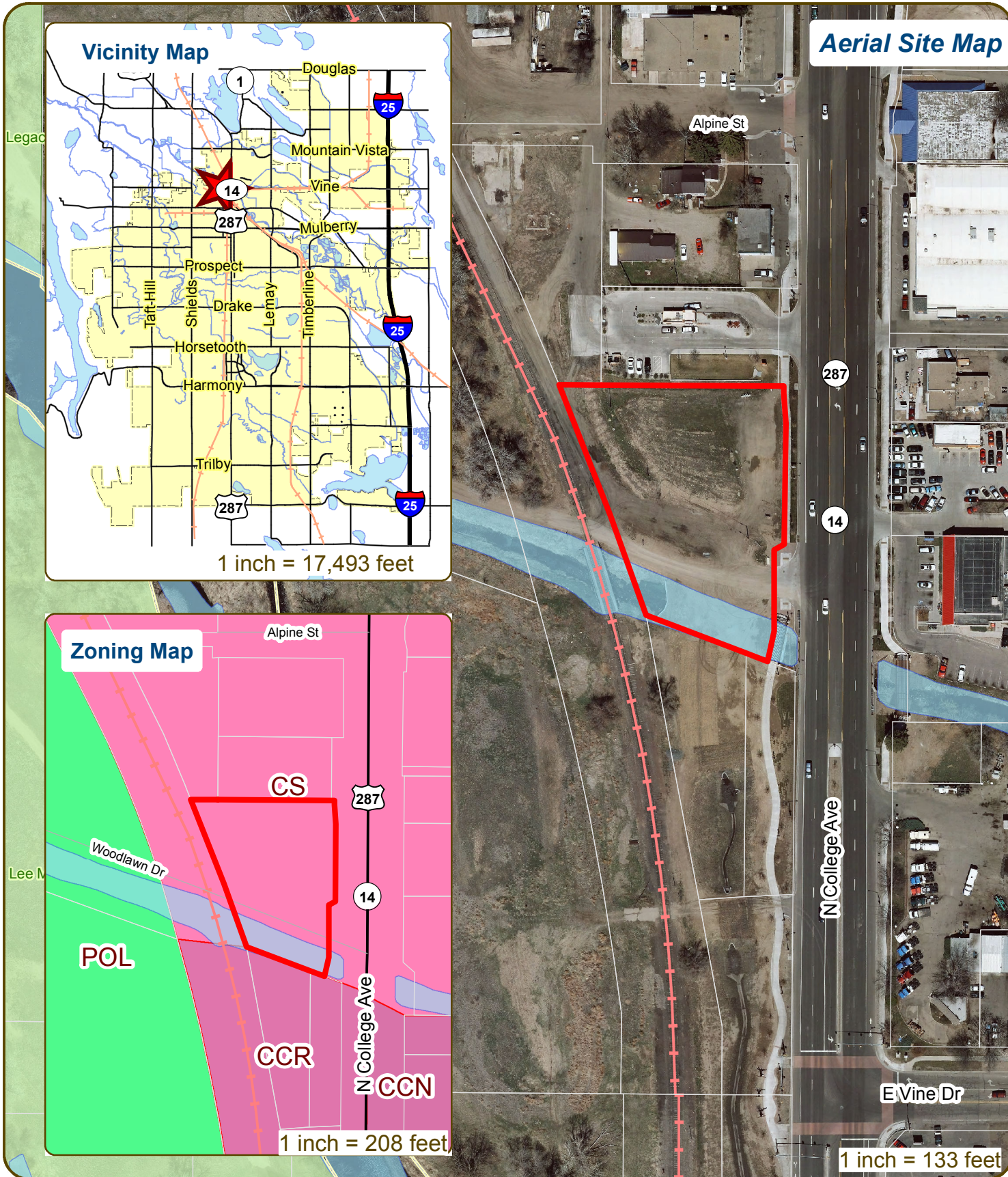
Energy Code Use

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

799 N College Ave. Drive-thru Car Wash



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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) Jim Houck

Business Name (if applicable) C-Three LLC

Your Mailing Address

Phone Number 970-222-7624 Email Address jim.houck@firehouseexpress.com

Site Address or Description (parcel # if no address) 799 N. College ave

Description of Proposal (attach additional sheets if necessary) construct 120' tunnel car wash with 16 vacuum spots in parking area.

Proposed Use Drive through car wash Existing Use vacant

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

Age of any Existing Structures

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

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

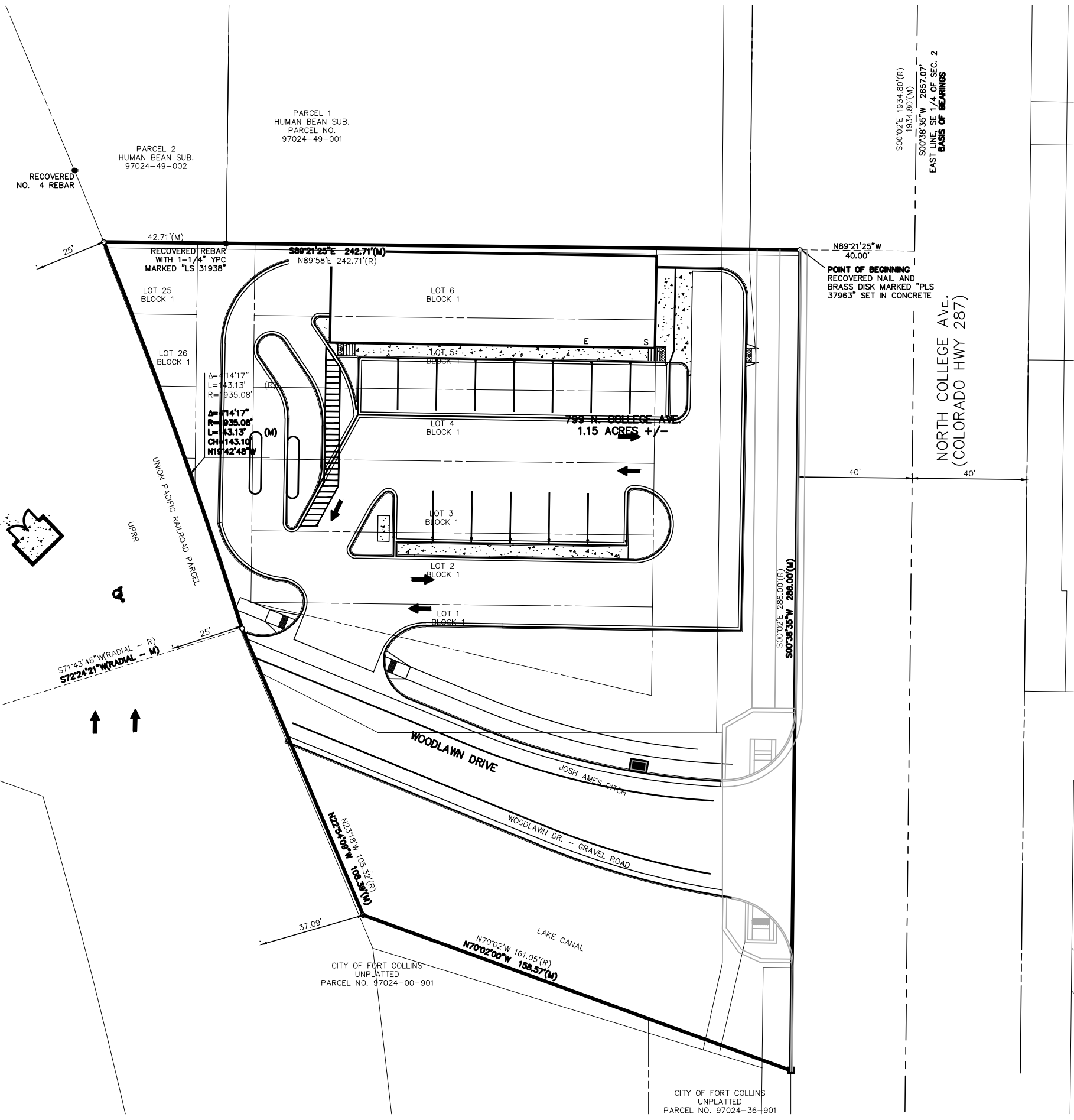
Is your property in a Flood Plain? [x] Yes [] No If yes, then at what risk is it? 100 year

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?







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

January 05, 2016

Jim Houck
C-Three LLC
Fort Collins, CO

Re: 799 N College Ave. - Drive-thru Car Wash

Description of project: This is a request to build a drive-thru car wash at 799 N College Ave. (parcel #9702424016). The facility will feature a 120' tunnel car wash with 16 parking spaces with vacuums. The site will take access off Woodlawn Drive. The site is located in the Service Commercial (CS) zone district. This proposal will be subject to Administrative (Type I) review.

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

Comment Summary:

Department: Zoning

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

1. What are the plans for trash collection. Dumpsters must be contained along with recyc. materials within an enclosure and meet LUC 3.2.5.
2. All building exterior lighting and parking lot lighting must meet LUC 3.2.4(D).
3. An exterior bike rack accommodating a min. of 4 bicycles is required.
4. Any exterior equipment such as compressors, etc. must be screen by a min. 6' wall made of similar material and color of building and plant material.
5. There is a 10ft landscape setback for vehicle use area along Woodlawn Street and 15ft landscape setback along N College.
6. Land Use Code Section 3.5.3 requires a building to be built within 10ft and 25ft from N College Ave, with no vehicle use between the building.

This may require adjustments to the building design.

Department: Water-Wastewater Engineering

Contact: Heather McDowell, 970-224-6065, hmcowell@fcgov.com

1. 1. There is an existing 8-inch water main in College Avenue and a 6-inch water main in Alpine Street. Water service for this project site will likely need to come from the main in College. The water service for the Human Bean located directly north of this property also comes from the water main in College.
2. 2. The Utility Plans for the Human Bean indicate that there is/was an existing 8" vitrified clay sanitary sewer pipe that ran in a diagonal direction across the Human Bean site. Their original sewer service tied into this pipe. Please note that the City database does not show this pipe, so it is not completely clear if the pipe was simply abandoned in place or removed.
3. 3. There is now an existing 8-inch sewer main that terminates at a manhole to the northwest of this project site. It drains into the 21-inch main in Alpine Street. There is a 4" stub into the manhole from the south.
4. 4. The water conservation standards for landscape and irrigation will apply. Information on these requirements can be found at: <http://www.fcgov.com/standards>
5. 5. Development fees and water rights will be due at building permit.

Department: Traffic Operations

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

1. 1. College Avenue is a State Highway and under the jurisdiction of the Colorado Department of Transportation (CDOT). You'll need to get an access permit from them, which will require some traffic information.

Department: Stormwater Engineering

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

1. 1. This property is located in the FEMA-regulated, 100-year Poudre River flood fringe and must comply with the safety regulations of Chapter 10 of City Municipal Code. A FEMA Flood Risk Map is attached.
2. 2. Please show the boundaries of the floodplain and floodway on site drawings as applicable. Contact Beck Anderson of Stormwater Master Planning at banderson@fcgov.com for floodplain CAD line work.
3. 3. Construction of a nonresidential structure is allowed in a FEMA 100-year flood fringe, as long as the lowest finished floor of the building, and all duct work, heating, ventilation, electrical systems, including the trench for the track of the car wash etc. are elevated 24-inches above the Base Flood Elevation (BFE). This elevation is known as the Regulatory Flood Protection Elevation (RFPE). $RFPE = BFE + 24\text{-inches}$. 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.
4. 4. 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>.
5. 5. Hazardous materials are not permitted in the 100-year floodplain. This includes flammable, explosive, toxic and/or water-reactive materials, liquids, gases or solids. Material Safety Data

Sheets must be submitted for all products used in the car wash and will be reviewed to ensure they are not hazardous should they be released into the flood waters. A previous car wash application was able to find products that were not considered “hazardous materials” and that file can be pulled for product suggestions if desired.

6. 6. Floatable materials including trash dumpsters, vehicles, trailers, equipment, supplies, outdoor furniture (i.e. benches, tables), etc. related to non-residential uses are prohibited in the 100-year floodplain. All floatable materials, must be stored inside a building, be anchored per an approved engineered design (i.e. the dumpster) or be located outside of the 100-year floodplain. This restriction does not apply to employee and customer vehicles parked on the site during business hours with an owner onsite to move the vehicle. No overnight parking of vehicles is allowed.
7. 7. Because this project is located in the Poudre River floodplain, the developer will be required to have an Emergency Response Preparedness Plan complying with Section 10-48 of the Fort Collins City Code, approved prior to starting construction.
8. 8. FEMA has begun to remap the Poudre River. They are calling this RiskMAP, and it will be a multi-year project. Property owners near the river need to be aware that the floodplain may be remapped and may change on their property. We are encouraging you to consider elevating the structure as much as possible. We are providing you this information to help you plan for possible future changes in the floodplain mapping.
9. 9. Any construction activities in the flood fringe (e.g. structure, sidewalk or curb & gutter installation/replacement, utility work, landscaping, etc.) must be preceded by an approved floodplain use permit, the appropriate permit application fees, and approved plans. The permit form can be obtained at <http://www.fcgov.com/utilities/what-we-do/stormwater/flooding/forms-documents>.
10. 10. 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.
11. 11. Please contact Heidi Hansen with any questions about these comments or to schedule a meeting to discuss any requirements for development in the floodplain. hhansen@fcgov.com 970-221-6854.
12. 1. The design of this site must conform to the drainage basin design of the Dry Creek Master Drainage Plan as well the Fort Collins Stormwater Manual.
13. 2. Onsite detention is required for the runoff volume difference between the 100-year developed inflow rate and the 2-year historic release rate.
14. 3. There is an existing storm pipe system along the west side of College Avenue and an inlet in the vicinity of this project site that conveys stormwater to a water quality pond located south of this site. Stormwater outfall from this site can tie into this system.
15. 4. 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.
16. 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.
17. 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>

18. 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.
19. 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.
- 19.

Department: Fire Authority

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

1. FIRE LANES

Fire access is required to within 150' of all exterior portions of the building perimeter. Fire access cannot be measured from an arterial road and therefore an Emergency Access Easement will be needed on the property. 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

A fire hydrant is required within 300' of any commercial building as measured along the path of vehicle travel. Hydrants on the opposite side of an arterial road are considered out of access. At this time, the closest available hydrant to the property is located to the north, on the corner of Alpine and College Ave at a distance of approximately 660'. Another hydrant would be required or the building would need to be equipped with an automatic fire sprinkler system. Code language provided below.

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

3. PREMISE IDENTIFICATION

As the site plan shows property access occurring from Woodlawn Dr. rather than College Ave, it is recommended that you contact the city GIS department for address input. If it's determined that the building addresses off of Woodlawn, the address numerals and street name will be required to be posted on the east (College) side of the building. Further discussion is recommended. Code language provided below.

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

Department: Environmental Planning

Contact: Kelly Kimple, 970-416-2401, kkimple@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 or feature (Lake Canal). As you proceed with your site design, please note the buffer zone standard of 50' for naturalized storm drainage channels and irrigation ditches that serve as wildlife corridors, as identified in Section 3.4.1(E) of the Land Use Code.

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

2. Within the buffer zone, 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 the buffer areas.

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. This project should also address LUC standard 3.4.1(L) regarding compatibility with Public Natural Areas or Conserved Land, as it is adjacent to the River's Edge Natural Area. If the project contains or abuts a publicly owned natural area or conserved land, the development plan shall be designed so that it will be compatible with the management of such natural area or conserved land. In order to achieve this, the development plan shall include measures such as barriers or landscaping measures to minimize wildlife conflicts, setbacks or open space tracts to provide a transition between the development and the publicly owned natural area or conserved land, and educational signage or printed information regarding the natural values, management needs and potential conflicts associated with living in close proximity to such natural area or conserved land.

The Land Use Code requires that whenever a project abuts a Natural Area, then compatibility with and reasonable public access to that Natural Area is required. Please ensure your ECS addresses this code requirement, see Section 3.4.1(L)(M) for more information.

6. Projects in the Vicinity of (Spring Creek or Poudre River) must also comply with Section 3.4.1(I)(1) of the Land Use Code, which states the following: "Projects in the vicinity of large natural habitats and/or natural habitat corridors, including, but not limited to, the Poudre River Corridor and the Spring Creek Corridor, shall be designed to complement the visual context of the natural habitat. Techniques such as architectural design, site design, the use of native landscaping and choice of colors and building materials shall be utilized in such manner that scenic views across or through the site are protected, and manmade facilities are screened from off-site observers and blend with the natural visual character of the area. These requirements shall apply to all elements of a project, including any aboveground utility installations."
7. For reference: The Poudre River Downtown Master Plan provides policy direction for the River's Edge Natural Area, which is adjacent to this site. The full plan can be downloaded here: <http://www.fcgov.com/poudre-downtown/pdf/final-plan.pdf>.

River's Edge Natural Area is intended to be a Natural Experience Area - an area that encourages visitors to connect with nature and enjoy low-impact recreation. The site will also include water quality ponds/wetlands. Woodlawn Drive provides access to this natural area.

Department: Engineering Development Review

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

1. Katie Sexton ksexton@fcgov.com or 221-6501 will be the Engineer assigned to this project. Please contact her if you have further questions regarding the engineering comments or requirements.
2. Larimer County Road Impact Fees and Street Oversizing Fees are due at the time of building permit. Please contact Matt Baker at 224-6108 if you have any questions.
3. The City's Transportation Development Review Fee (TDRF) is due at the time of submittal. For additional information on these fees, please see: <http://www.fcgov.com/engineering/dev-review.php>
4. Any damaged curb, gutter and sidewalk existing prior to construction, as well as streets, sidewalks, curbs and gutters, destroyed, damaged or removed due to construction of this project, shall be replaced or restored to City of Fort Collins standards at the Developer's expense prior to the acceptance of completed improvements and/or prior to the issuance of the first Certificate of Occupancy. All public sidewalk, driveways and ramps existing or proposed adjacent or within the site need to meet ADA standards, if they currently do not,

they will need to be reconstructed so that they do meet current ADA standards as a part of this project. The existing driveway will need to be evaluated to determine if the slopes and width will meet ADA requirements or if they need to be reconstructed so that they do.

5. It is the responsibility of new development/redevelopment to design and construct the local street portion of public streets abutting or crossing development property. It will be the responsibility of this project to design and construct Woodlawn Drive (local street classification); the required cross-section will need to be determined.
6. 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>
7. This project is responsible for dedicating any right-of-way and easements that are necessary or required by the City for this project. This shall including the standard utility easements that are to be provided behind the right-of-way (15 foot along College and 9 feet along Woodlawn Dr.)
8. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
9. This site is adjacent to CDOT roadway and all access to the site is governed by an access control plan. The access control plan will need to be followed and implemented with any project. Plans will be routed to CDOT for review and approval and the applicant may need to obtain access permits from CDOT.
10. Per the U.S. 287 Access Control Plan, a connection to the north is required.
11. At the time of development, it may be up to this property to construct a median in college which would limit access movements to 3/4 per the U.S. 287 Access Plan.
12. A repay of approximately \$16,000 is due to the city for its construction of College Avenue. This number is based on 2015 estimates and is not inclusive of the Woodlawn Dr. access repayment.
13. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
14. LCUASS parking setbacks (Figure 19-6) apply and will need to be followed depending on parking design.
15. 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.
16. Any rain gardens within the right-of-way cannot be used to treat the development/ site storm runoff. We can look at the use of rain gardens to treat street flows – the design standards for these are still in development.
17. 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.
18. In regards to construction of this site. The public right-of-way shall not be used for staging or storage of materials or equipment associated with the Development, nor shall it be used for parking by any contractors, subcontractors, or other personnel working for or hired by the Developer to construct the Development. The Developer will need to find a location(s) on private property to accommodate any necessary Staging and/or parking needs associated with the completion of the Development . Information on the location(s) of these areas will be required to be provided to the City as a part of the Development Construction Permit application.

Department: Electric Engineering

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

1. Light & Power has three phase facilities readily available to serve the site.
2. Electric Capacity Fee, Building Site charges, and any necessary system modification charges will apply. Please see the Electric Estimating Calculator and Electric Construction Policies, Practices & Procedures at the following link:
<http://www.fcgov.com/utilities/business/builders-and-developers>
3. Please contact Light & Power Engineering if you have any questions at 221-6700.

Department: Building Inspection

Contact: Sarah Carter, 970-416-2748, scarter@fcgov.com

1. Please schedule a pre-submittal meeting for this project. Pre-Submittal meetings 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. Applicants of new commercial or multi-family projects should call 416-2748 to schedule a pre-submittal meeting. Applicants should be prepared to present site plans, floor plans, and elevations and be able to discuss code issues of occupancy, square footage and type of construction being proposed.

Planning Services

Contact: Clark Mapes, 970-221-6225, cmapes@fcgov.com

1. Questions: on the plan concept, where would the building be? Do the plan and sketch relate to each other? Is there just one garage door? Can't tell what some of the things on the plan are. There are a lot of aisles - for discussion at the meeting...
2. Plan: Connect the alley.
3. Landscape screening of vehicular use areas is required on all sides. A crucial issue may be the requirement for 15' of landscaped setback along College Avenue.

Will screening need to be coordinated with drainage along the west and south perimeters?

Given the magnitude of the vehicle-oriented activity, screen walls or fences may be needed.

- for discussion at the meeting...

4. Building design: The North College Plan emphasizes design character that relates to semi-industrial aspects of Old Town. The sketch is consistent with that character with brick and other masonry, heavy sills, lintels and headers, metal awnings with exposed structural support, divided windows, cornice features, and so on. Specific design standards are found in Section 3.5.3 (D) and (E).

There is another consideration in building design related to the nearby Poudre River corridor. Code Section 3.4.1(I) requires development to complement the visual context of the natural habitat in the vicinity. The sketch as shown, combined with any further design in response to other comments, shows a character that can meet this requirement.

5. Vacuum appearance - this is a crucial aspect of the design. These installations must complement the building consistent with comments for the building design.
6. The proposed development project is subject to a Type 1 review and public hearing, the decision maker for Type 1 hearings is an Administrative Hearing Officer. The applicant for this development request is not required to hold a neighborhood meeting for a Type 1 hearing, but if you would like to have one to notify your neighbors of the proposal, please let me know and I can help you in setting a date, time and location for a meeting. Neighborhood Meetings are a great way to get public feedback and avoid potential hiccups that may occur later in the review process.
7. Please see the Development Review Guide at www.fcgov.com/drg. This online guide features a color coded flowchart with comprehensive, easy to read information on each step in the process. This guide includes links to just about every resource you need during development review.
8. This development proposal will be subject to all applicable standards of the Fort Collins Land Use Code (LUC), including Article 3 General Development Standards. The entire LUC is available for your review on the web at <http://www.colocode.com/ftcollins/landuse/begin.htm>.
9. If this proposal is unable to satisfy any of the requirements set forth in the LUC, a Modification of Standard Request will need to be submitted with your formal development proposal. Please see Section 2.8.2 of the LUC for more information on criteria to apply for a Modification of Standard.
10. Please see the Submittal Requirements and Checklist at:
<http://www.fcgov.com/developmentreview/applications.php>.
11. The request will be subject to the Development Review Fee Schedule that is available in the Community Development and Neighborhood Services office. The fees are due at the time of submittal of the required documents for the appropriate development review process by City staff and affected outside reviewing agencies. Also, the required Transportation Development Review Fee must be paid at time of submittal.
12. When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.
13. Save the Poudre has requested to be contacted whenever a project is proposed within 800' of the Poudre River. Please add the following address to your APO labels: Save the Poudre, c/o Gary Wockner, PO Box 20, Fort Collins, CO 80522-0020.

Pre-Submittal Meetings for Building Permits

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

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

Construction shall comply with the following adopted codes as amended:

20012 International Building Code (IBC)
2012 International Residential Code (IRC)
20012 International Energy Conservation Code (IECC)
2012 International Mechanical Code (IMC)
2012 International Fuel Gas Code (IFGC)
2012 International Plumbing Code (IPC) as amended by the State of Colorado
2014 National Electrical Code (NEC) as amended by the State of Colorado

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

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

Frost Depth: 30 inches.

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

Seismic Design: Category B.

Climate Zone: Zone 5.

Energy Code Use

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

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

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