

Conceptual Review Agenda

Schedule for 01/13/14 to 01/13/14

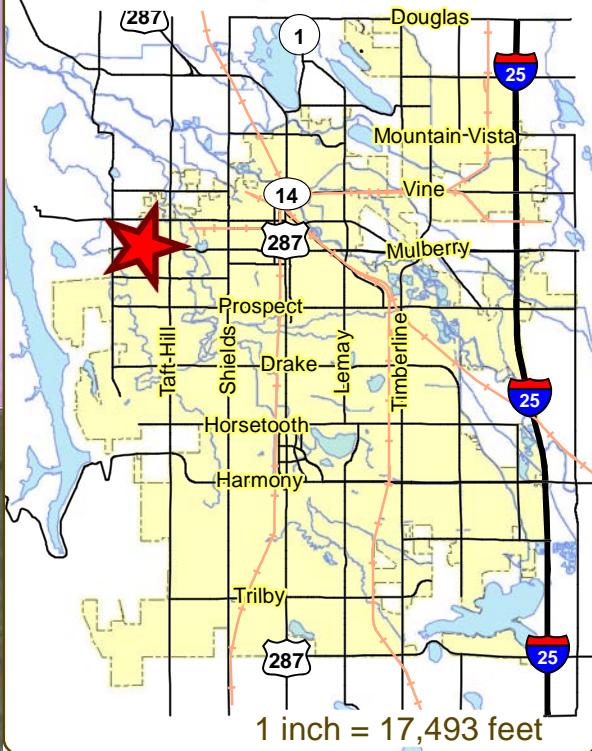
281 Conference Room A

Monday, January 13, 2014

Time	Project Name	Applicant Info	Project Description	Planner
9:30	408 S Impala - Subdivision	Wayne Baumann 970-980-6340 preplus@netzero.com	This is a request to subdivide a lot at 408 S Impala Drive (Parcel # 97094-03-019). An existing single family home would occupy an approximate 10,680 SF lot on the west, while a mobile home and accessory structures would occupy the remaining land on the eastern lot. The site is located in the Low Density Mixed-Use Neighborhood (L-M-N) Zone District. The subdivision platting is subject to Administrative (Type 1) review.	Ryan Mounce

408 S Impala - Subdivide

Vicinity Map

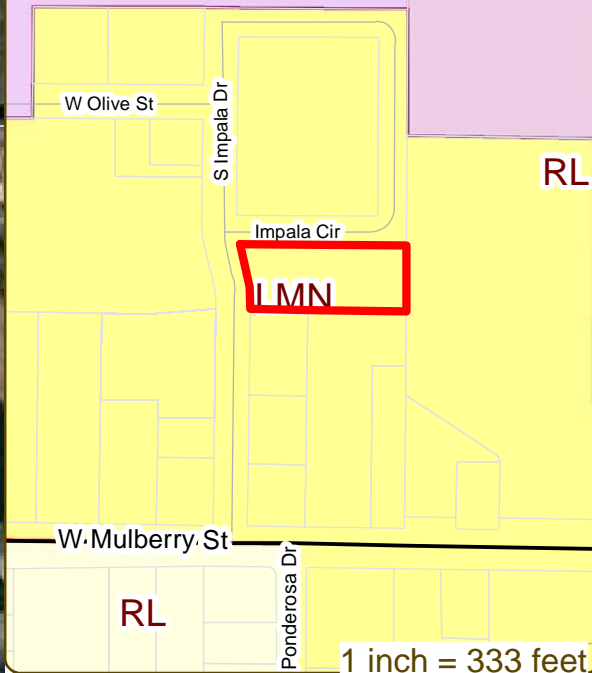


Poudre Sr High

Aerial Site Map



Zoning Map





Development Review Guide – STEP 2 of 8

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) _____

Wayne L. Baumann (owner)

Business Name (if applicable) _____

Your Mailing Address 408 SO Impala Drive

Phone Number 970-980-6340 **Email Address** preplus@netzero.com

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

408 SO. Impala Drive

Description of Proposal (attach additional sheets if necessary) _____

Make smaller lot to make water tap affordable

Proposed Use Home **Existing Use** Home

Total Building Square Footage 1500 sq' **S.F. Number of Stories** 1 **Lot Dimensions** _____

Age of any Existing Structures 51 years

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

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

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

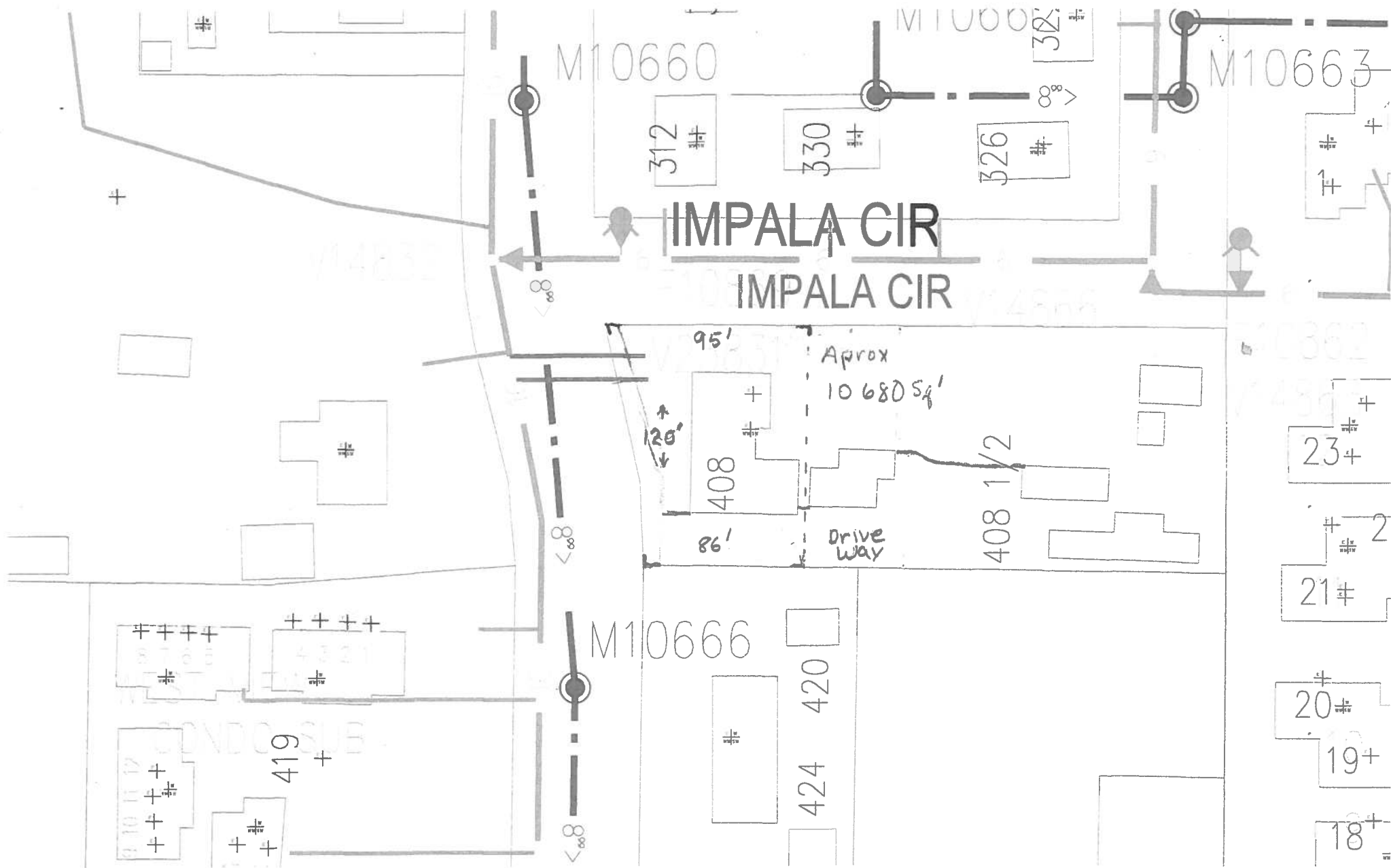
Info available on FC Maps: <http://gisweb.fcgov.com/redirect/default.aspx?layerTheme=Floodplains>.

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 and
Neighborhood Services**

281 North College Avenue
PO Box 580
Fort Collins, CO 80522

970.221.6750

970.224.6134 - fax
fcgov.com

January 17, 2014

Wayne Baumann
408 S Impala Drive
Fort Collins, CO 80521

Re: 408 S Impala - Subdivision

Description of project: This is a request to subdivide a lot at 408 S Impala Drive (Parcel # 97094-03-019). An existing single family home would occupy an approximate 10,680 SF lot on the west, while a mobile home and accessory structures would occupy the remaining land on the eastern lot. The site is located in the Low Density Mixed-Use Neighborhood (L-M-N) Zone District. The subdivision platting is subject to Administrative (Type 1) review.

Please see the following summary of comments regarding the project request referenced above. The comments offered informally by staff during the Conceptual Review will assist you in preparing the detailed components of the project application. Modifications and additions to these comments may be made at the time of formal review of this project. If you have any questions regarding these comments or the next steps in the review process, you may contact the individual commenter or direct your questions through the Project Planner, Ryan Mounce, at 970-224-6186 or rmounce@fcgov.com.

Comment Summary:

Department: Zoning

Contact: Ali van Deutekom, 970-416-2743, avandeutekom@fcgov.com

1. Dividing the lot cannot create any non-conforming lots or nonconforming building setbacks. The setbacks are 15 feet in the front, corner side is 15 feet, interior side is 5 feet and rear is 8 feet. All buildings on the lots need to comply with those setbacks as measured to the new lot line dividing the parcel. This would require that the main house and garage are at least 13 feet apart (8' rear setback from the house to the new lot line and 5' side setback from the garage to the new lot line).
2. If you continue to use the existing drive to access the back property an access easement will be required.
3. For each single-family dwelling there shall be one (1) parking space on lots with greater than forty (40) feet of street frontage or two (2) parking spaces on lots with forty (40) feet or less of street frontage.

Department: Water-Wastewater Engineering

Contact: Roger Buffington, 970-221-6854, rbuffington@fcgov.com

1. Existing water mains and sanitary sewers in this area include a 16-inch water main and an 8-inch sewer in Impala Drive and a 6-inch water main in Impala Circle.
2. Each property must have a separate water tap. Water service cannot be extended from one property to another. Section 26-94 of City Code outlines these requirements and restrictions.
3. Development fees and water rights will be due prior to making connection to the City water main.

Department: Stormwater Engineering

Contact: Glen Schlueter, 970-224-6065, gschlueter@fcgov.com

1. It is important to document the existing impervious area since drainage requirements and fees are based on new impervious area. An exhibit showing the existing and proposed impervious areas with a table summarizing the areas is required prior to the time fees are calculated for each building permit.

Department: Fire Authority

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

1. PREMISE IDENTIFICATION

06IFC 505.1: New and existing buildings shall be plainly identified. Address numbers shall be visible from the street fronting the property, plainly visible, and posted with a minimum of six-inch numerals on a contrasting background. The two properties shall be addressed separately. The new, proposed lot division, east of 408 S Impala appears that it will be addressed off of Impala Circle. Please confirm this with Todd Reidenbach at city GIS; 970-416-2483

2. FIRE LANES

At this time, the applicant desires to maintain vehicle access to the proposed east lot via an access easement along an existing driveway south of the house at 408 S Impala. As no development is being proposed on the east lot the PFA will accept the pre-existing condition, however be advised, structures currently existing on the proposed east lot are out of fire access as defined by the International Fire Code. At such time, the east lot (created through the subdivision) is sold and/or further developed, the lot shall be required to meet standards of the current fire code. As such and at that time, fire access shall be required off of Impala Circle. This agreement will need to be documented on the plat, plans, or other required documents related to the subdivision. The appropriate code section has been provided here for your reference. Please contact me with any questions.

06IFC 503.1.1: Fire Lanes shall be provided to within 150' of all portions of the building, as measured by an approved route around the exterior of the building. When fire lanes cannot be provided, the fire code official is authorized to increase the dimension of 150 feet if the building is equipped throughout with an approved, automatic fire-sprinkler system.

Department: Environmental Planning

Contact: Kate Rentschlar, 970-224-6086, krentschlar@fcgov.com

1. With respect to landscaping and design, the City of Fort Collins Land Use Code, in Article 3.2.1 (E)(2)(3), requires that you use native plants and grasses in your landscaping or re landscaping and reduce bluegrass lawns as much as possible.
2. It does not sound like any tree removal will be occurring, but please note Article 3.2.1(C) that requires developments to submit plans that "... (4) protects significant trees, natural systems, and habitat". Note that a significant tree is defined as a tree having DBH (Diameter at Breast Height) of six inches or more. As several of the trees within this site may have a DBH of greater than six inches, a review of the trees shall be conducted with Tim Buchanan, City Forester (221 6361) to determine the status of the existing trees and any mitigation requirements that could result from the proposed development.

Department: Engineering Development Review

Contact: Sheri Langenberger, 970-221-6573, slangenberger@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 a two lot residential subdivision this fee would be \$1000 for the PDP fee and \$1000 for the FDP fee, based on the current fee table. 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. Any public improvements must be designed and built in accordance with the Larimer County Urban Area Street Standards (LCUASS). They are available online at:
<http://www.larimer.org/engineering/GMARdStds/UrbanSt.htm>
5. This project is responsible for dedicating any right-of-way and easements that are necessary for this project.
6. This project is responsible for dedicating any right-of-way and easements that are necessary for this project.
7. Sidewalk will need to be added along the frontage of the lot that does not currently have frontage and tie to the existing sidewalks. The standards for this are a 4.5 foot detached sidewalk with a 6 foot parkway. It looks as if additional right-of-way will need to be dedicated to accommodate this sidewalk.
9. The sidewalk on both lots would need to be constructed prior to the issuance of a building permit for the new lot. We will enter into a development agreement with the owner/ developer that identifies this as well as any other requirements or conditions that departments may have. The development is recorded at the County and the applicant is responsible for the recording fees to record this document.

9. Utility plans (a site plan with the necessary information show would be acceptable to Engineering) will be required.
10. A Development Construction Permit (DCP) will need to be obtained prior to starting any sidewalk, driveway or utility work on the site.

Department: Electric Engineering

Contact: Justin Fields, 970-224-6150, jfields@fcgov.com

1. Since the proposed lots already have electric service Light and Power has no comments.

Current Planning

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

1. A sidewalk meeting the Larimer County Urban Area Street Standards (LCUASS) is needed along the Impala Circle frontage -- it appears the existing sidewalk along Impala Drive does not wrap around and continue along Impala Circle. The subdivision will need to reflect a detached sidewalk improvement.
2. The minimum setbacks for each lot are as follows:
Front yard - 15 feet; Rear yard - 8; Side yard - 5 feet. The minimum setbacks apply to the principal residential buildings and accessory structures. The new dividing line between each lot would need to be moved 8 feet beyond (east) of the detached garage to meet setback requirements.
3. TRAFFIC OP's COMMENT: No issues; no traffic study is required.
4. 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.
5. 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.
6. This development proposal will be subject to all applicable standards of the Fort Collins Land Use Code (LUC), including Article 3 General Development Standards, including street trees as found in LUC Section 3.2.1(D)(2). The entire LUC is available for your review on the web at <http://www.colocode.com/ftcollins/landuse/begin.htm>.
7. If this proposal is unable to satisfy any of the requirements set forth in the LUC, a Modification of Standard Request will need to be submitted with your formal development proposal. Please see Section 2.8.2 of the LUC for more information on criteria to apply for a Modification of Standard.
8. Please see the Submittal Requirements and Checklist at:
<http://www.fcgov.com/developmentreview/applications.php>.
9. The request will be subject to the Development Review Fee Schedule that is available in the Community Development and Neighborhood Services office. The fees are due at the time of submittal of the required documents for the appropriate development review process by City staff and affected outside reviewing

agencies. Also, the required Transportation Development Review Fee must be paid at time of submittal.

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