

# Conceptual Review Agenda

Schedule for 01/07/13 to 01/07/13

281 Conference Room A

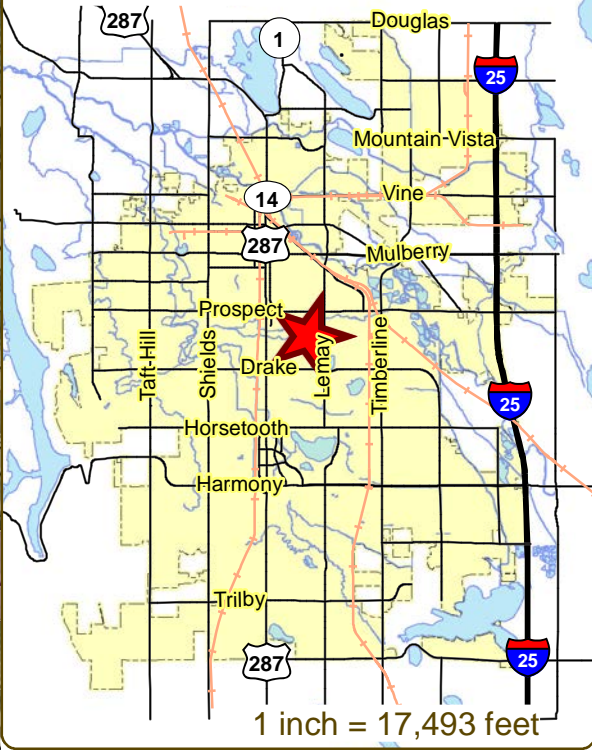
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## Monday, January 7, 2013

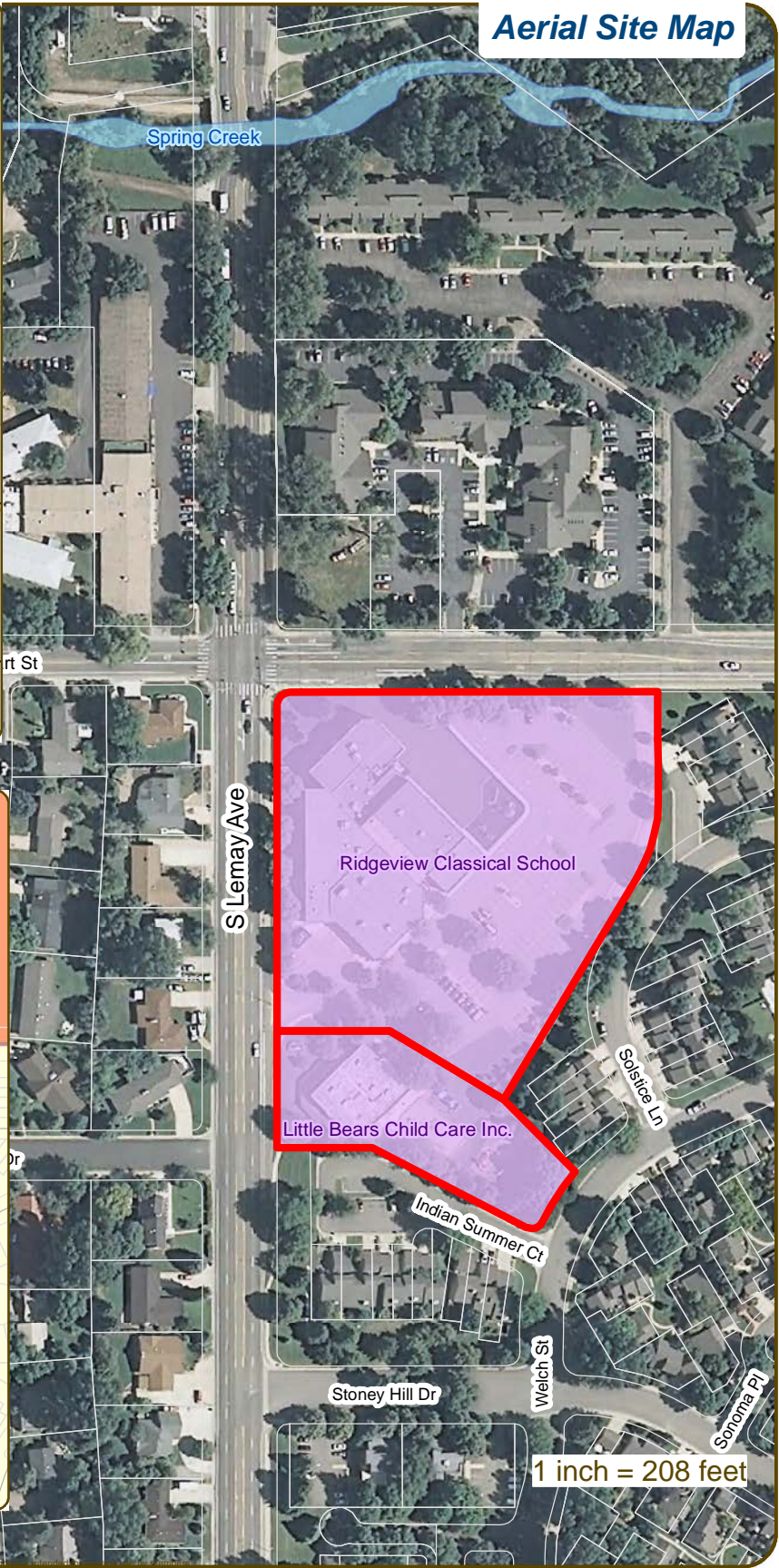
| Time  | Project Name  | Applicant Info   | Project Description   | Planner                |
|-------|---|--|---|------------------------|
| 9:00  | 1800 S Lemay - Ridgeview Classical Schools                  | Domenic Carpine<br>970-494-4620<br>dcarpine@ridgeviewclassical.com | This is a request to replat two adjoining lots at 1800 & 1900 S Lemay Avenue (Parcel #s 87192-00-919 & 87192-28-001) and explore possible expansion opportunities to the existing buildings on site. The two lots are located in the Low Density Residential (R-L) Zone District. The platting/replatting is subject to administrative (Type 1) review.   | Ted Shepard            |
| 9:30  | 1312 S College Ave - Dental Clinic & Offices                | Stan Arnett<br>970-224-0630<br>stan@r4arch.com                     | This is a request to convert an existing single family residence to a new dental clinic on the main level, offices on the second floor and provide additional parking for dental clinic clients located at 1312 S College Ave (Parcel# 97133-23-003). The site is located in the Community Commercial Zone District (C-C); clinics and offices are subject to administrative (Type 1) review in this zone district. | Sherry Albertson-Clark |
| 10:15 | 6111 S Timberline Rd - The Crowne on Timberline Multifamily | Alon Levon<br>404-266-8900   | This is a request to construct 300 multifamily units consisting of 25 townhomes and 275 stacked flats at 6111 S Timberline Road. The multifamily complex will be situated on the Medium Density Mixed-Use Neighborhood District (M-M-N) portion of parcel# 8607400010. As the project contains 50+ multifamily units, it is subject to Planning & Zoning Board (Type 2) review.                                     | Seth Lorson            |

# 1800 S Lemay Ave Ridgeview Classical School

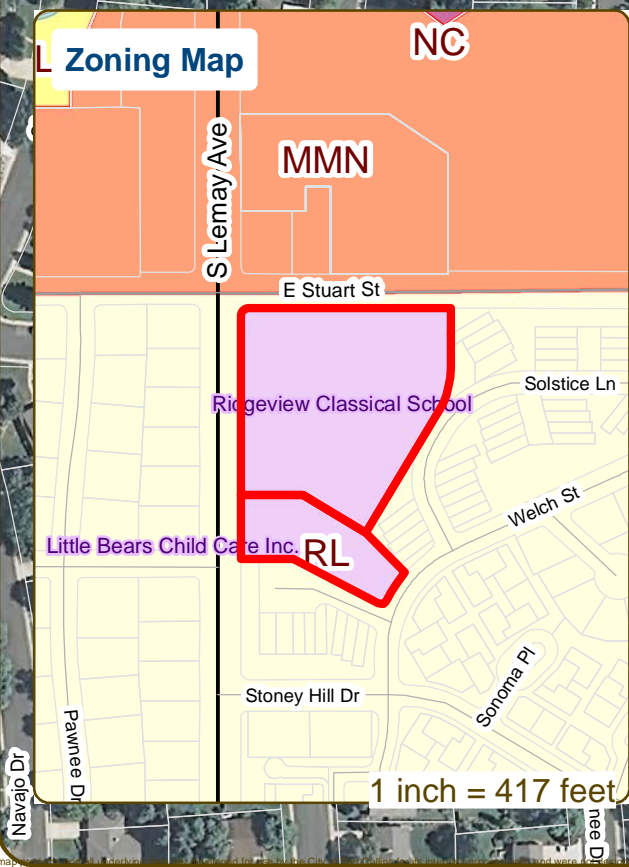
Vicinity Map



Aerial Site Map



Zoning Map



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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) DOMENIC CARPINE ASSISTANT PRINCIPAL

Business Name (if applicable) RIDGEVIEW CLASSICAL SCHOOLS

Your Mailing Address 1800 SOUTH LEMAY FORT COLLINS CO 80525

Phone Number 970-494-4620 x111 Email Address dcarpine@ridgeviewclassical.com

Site Address or Description (parcel # if no address) 1800 SOUTH LEMAY AND 1990 SOUTH LEMAY - SEE ATTACHMENT FOR PARCEL #'S

Description of Proposal (attach additional sheets if necessary) SEE ATTACHED

Proposed Use SCHOOL (1990) Existing Use DAYCARE (1990)

Total Building Square Footage 1800 = 100,000 / 1990 = 7346 S.F. Number of Stories 1800 = 2 / 1990 = 1 Lot Dimensions 1990 - 56, 199 SF.

Age of any Existing Structures 1990 was built in 1984, 1800 FIRST BUILT 1974

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

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

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

Info available on FC Maps: http://gis.fcgov.com/fcmaps/fcmap.aspx Click Floodplains tab and zoom to property.

Increase in Impervious Area N/A 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?



A CLASSICAL  
EDUCATION FOR  
MODERN TIMES

November 27, 2012

Ridgeview Classical Schools has recently purchased the property located at 1990 South Lemay which adjoins our existing site, 1800 South Lemay. We would like to find out what the process is to re-plat the two properties into one legal description. If this is possible we would then like to know how much square footage can be added to the existing footprints.

1800 South Lemay is Ridgeview Classical Schools and the parcel number is 8719200919

1990 South Lemay is the recently acquired property and has a parcel number of 8719228001

Thank you,  
Domenic Carpine  
Assistant Principal  
Ridgeview Classical Schools

EXHIBIT "A"

PARCEL I:

Lot 1, National Child Care Center, P.U.D., being Lots 53 thru 63 and part of Tract "D" of the Amended Plat of Stonehenge P.U.D., Sixth Filing, in the City of Fort Collins, County of Larimer, State of Colorado.

PARCEL II

A non-exclusive easement for ingress and egress on and along the driveway parcel as granted by Easement and Maintenance Agreement recorded February 29, 1984 in Book 2261 at Page 461.

Driveway Parcel:

A tract of land situate in the Northwest  $\frac{1}{4}$  of Section 19, Township 7 North, Range 68 West of the 6th P.M., Fort Collins, Colorado, which considering the West of the said Northwest  $\frac{1}{4}$  as bearing due North and with all bearings contained herein relative thereto is contained within the boundary lines which begin at a point on the West line of the said Northwest  $\frac{1}{4}$  which bears North 873.40 feet from the West  $\frac{1}{4}$  corner of said Section 19, and run thence North 445.00 feet along said West line; thence East 535.00 feet along the centerline of Stuart Street; thence South 30.47 feet; thence West 30.00 feet; thence South 139.53 feet; thence along the arc of a 180.30 foot radius curve to the right of a distance of 97.55 feet, the long chord of which bears S15°30'W 96.37 feet; thence South 31°00'W 308.00 feet; thence N59°00'W 158.96 feet; thence West 184.36 feet to the Point of beginning, and being subject to rights of way for Lemay Avenue over the Westerly 50.00 feet thereof and for Stuart Street over the Northerly 10.00 feet thereof.

A non-exclusive easement for ingress and egress, parking, use maintenance, repair, replacement on and along the Parking Parcel, as granted by Easement and Maintenance Agreement recorded February 29, 1984 in Book 2261 at Page 461.

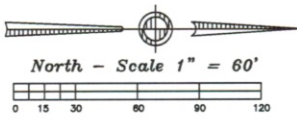
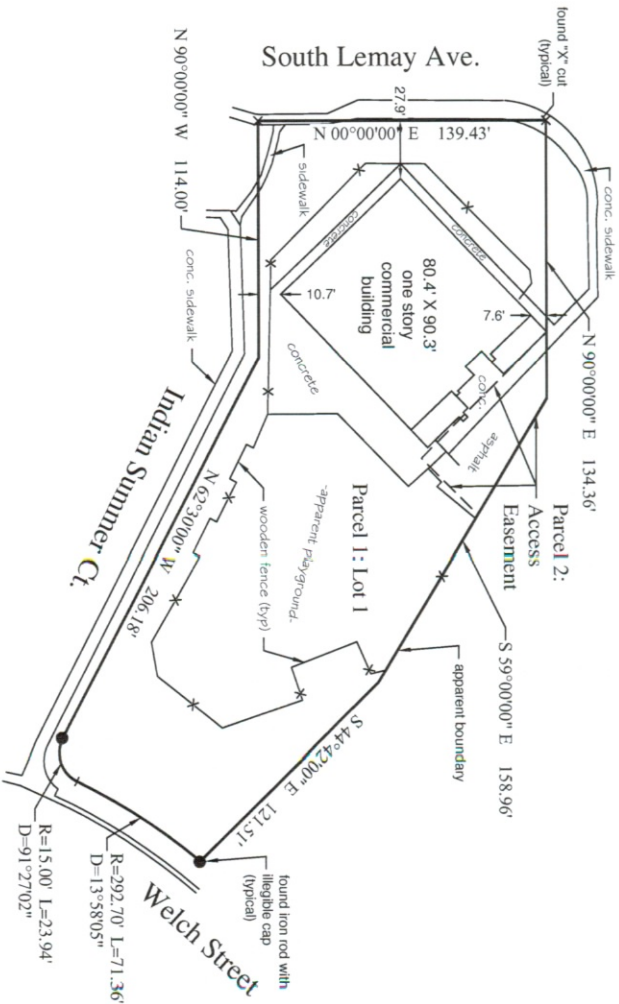
Parking Parcel:

Situated in the Northwest  $\frac{1}{4}$  of Section 19, Township 7 North, Range 68 West of the 6th P.M., Fort Collins, Colorado, which considering the West line of the said Northwest  $\frac{1}{4}$  as bearing North, and with all bearings contained herein relative thereto is contained within the boundary lines which begin at a point on the East line of Lemay Avenue, which bears North 873.40 feet and again East 50.00 feet from the West  $\frac{1}{4}$  corner of said Section 19 and run thence East 134.36 feet; thence S 59° 00' E 65.00 feet; thence N 44° 53' E 72.00 feet; thence N 45° 07' W 106.09 feet; thence N 44° 53' E 189.88 feet; thence N 45° 29' W 233.07 feet; thence N 00° 05' 20" W 14.59 feet to a point on the South line of East Stuart Street; thence West 24.00 feet along the said South line; thence S 00° 05' 20" E 24.67 feet; thence S 45° 29' E 218.95 feet; thence S 44° 53' W 250.25 feet; thence West 89.06 feet to a point on the East line of Lemay Avenue; thence South 49.45 feet to the point of beginning.



# Improvement Location Certificate

1990 S. Lemay



**Legal Description:**

Parcel 1:  
 Lot 1,  
 National Child Care Center, P.U.D.,  
 County of Larimer,  
 State of Colorado.

Parcel 2:  
 Those beneficial easements as set forth and granted in Easement and Maintenance Agreement recorded February 29, 1994 in Book 2261 at Page 461.

**IMPROVEMENT LOCATION CERTIFICATE**  
 I hereby certify that this improvement location certificate was prepared for Sperry Van Ness, that it is not a land survey plat or improvement survey plat, and that it is not to be relied upon for the establishment of fences, buildings, or other future improvement lines. I further certify that the improvements on the above described parcel on this date, 07/28/2012, except utility connections, are entirely within the boundaries of the parcel, except as shown, that there are no encroachments upon the described premises by improvements on adjoining premises, except as indicated, and that there is no apparent evidence or sign of any easement, encroachment or burdening any part of said parcel, except as noted.

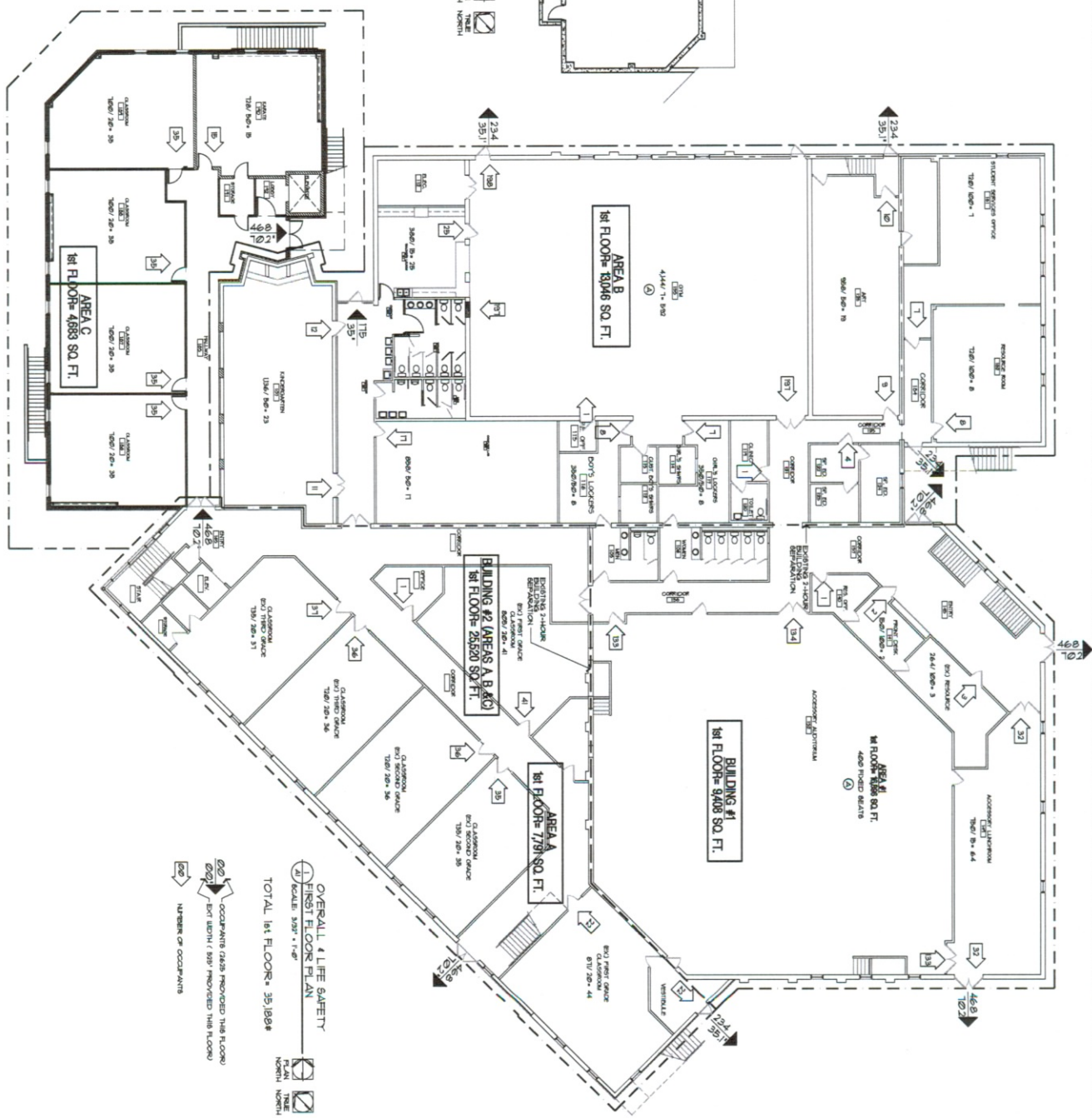
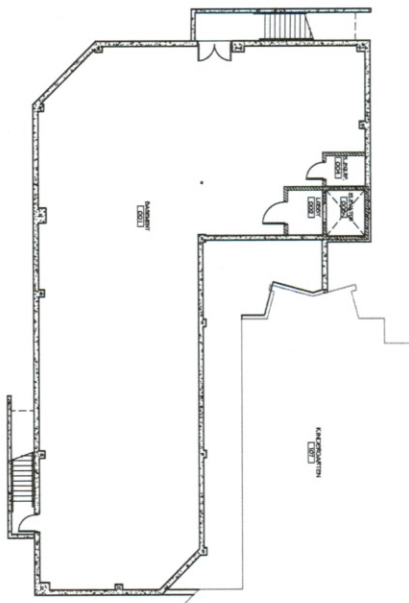


**NOTICE:** According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event may any action based upon any defect in this survey be commenced more than ten years from the date of the certification shown herewith.

- NOTES**
- This is not a boundary survey. No boundary determined this date.
  - Boundary dimensions shown are based on the record and were not measured
  - The property Address is 1900 South Lemay Ave. Ft. Collins, Colorado

| # | Date | Revisions | Field Date                           | Prepared for:  |
|---|------|-----------|--------------------------------------|--|
|   |      |           | 7/28/2012                            | Project: 12094.001<br><b>Sperry Van Ness</b>   |
|   |      |           | Party Chief<br>ZSW                   |  |
|   |      |           | Survey Tech<br>n/a                   | PLS Group, LLC<br>6843 North Franklin Avenue<br>Loveland, Colorado 80538<br>Office 970.659.2100 - 970.659.3652 Fax |
|   |      |           | Proj. Manager<br>ZSW<br>Scale 1"=60' |  |

OVERALL LIFE SAFETY  
 BASEMENT PLAN  
 SCALE: 3/32" = 1'-0"  
 NORTH NORTH

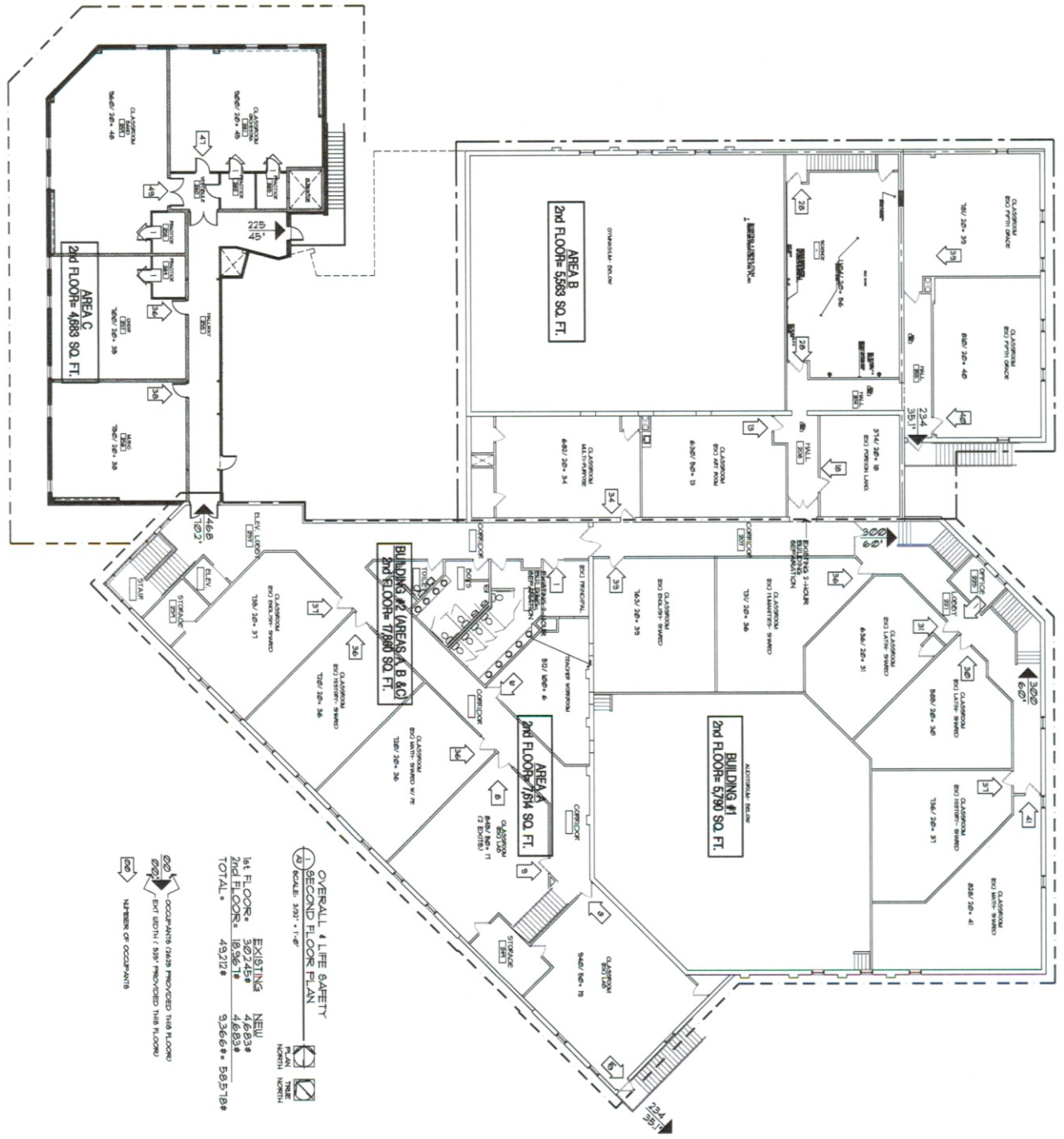


OVERALL LIFE SAFETY  
 FIRST FLOOR PLAN  
 SCALE: 3/32" = 1'-0"  
 TOTAL 1st FLOOR = 35,189 SF

PLAN  
 TRAIL  
 NORTH  
 NORTH

OCCUPANTS (AS PROVIDED THIS FLOOR)  
 EXIT WIDTH (AS PROVIDED THIS FLOOR)  
 NUMBER OF OCCUPANTS





**APPLICABLE CODES**  
 2000 International Building Code  
 2000 International Fire Code  
 2000 NEC  
 2000 IFBC

**TYPE OF CONSTRUCTION**  
 Building 1: Type III B  
 Building 2: Type III B  
 Building 3: Type III B  
 Building 4: Type III B  
 Building 5: Type III B  
 Building 6: Type III B  
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 Building 99: Type III B  
 Building 100: Type III B



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

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

January 11, 2013

Domenic Carpine  
Ridgeview Classical Schools  
1800 South Lemay Avenue  
Fort Collins, CO 80525

**Re:** 1800 S Lemay - Ridgeview Classical Schools

**Description of project:** This is a request to explore the issues related to converting the existing Little Bears Child Care facility into an expansion for Ridgeview Classical School. Presently, Little Bears and Ridgeview are on separate lots. Therefore, a replat is also being considered that combines the two adjoining lots at 1800 & 1900 S Lemay Avenue (Parcel #s 87192-00-919 & 87192-28-001). Further, a building expansion of Little Bears may be considered. The two lots are located in the Low Density Residential (R-L) Zone District. The platting/replatting is subject to administrative (Type 1) review while converting Little Bears into a public charter school would be a Site Plan Advisory 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, Ted Shepard, at 970-221-6343 or [tshepard@fcgov.com](mailto:tshepard@fcgov.com).

**Comment Summary:**

**Department:** Zoning

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

1. Public/Private schools are a permitted use in the RL (Low Density Residential) Zone District subject to a TYPE 2 review (Planning and Zoning Board).

The northern parcel is not platted.

2. Land Use Code (LUC) 4.4(D)(1) All development in the RL zone district shall have a minimum lot area the equivalent of three times the total floor area of the buildings.

Floor area shall mean the gross floor area of a building as measured along the outside walls of the building and including each floor level, but not including open balconies, the first seven hundred twenty (720) square feet of garages or other enclosed automobile parking areas, basements and one-half (½) of all storage and display areas for hard goods.

3. LUC 3.2.2(K)(1)(h) Schools, Places of Worship or Assembly and Child Care Centers: For each school, place of worship or assembly and child care center, there shall be one (1) parking space per four (4)

**Department: Zoning**

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

seats in the auditorium or place of worship or assembly, or two (2) parking spaces per three (3) employees, or one (1) parking space per one thousand (1,000) square feet of floor area, whichever requires the greatest number of parking spaces. In the event that a school, place of worship or assembly, or child care center is located adjacent to uses such as retail, office, employment or industrial uses, and the mix of uses creates staggered peak periods of parking demand, and the adjacent landowners have entered into a shared parking agreement, then the maximum number of parking spaces allowed for a place of worship or assembly shall be one (1) parking space per four (4) seats in the auditorium or place of worship or assembly, and the maximum number of parking spaces allowed for a school or child care center shall be three (3) spaces per one thousand (1,000) square feet of floor area. When staggered peak periods of parking demand do not exist with adjacent uses such as retail, office, employment or industrial uses, then the maximum number of parking spaces allowed for a place of worship or assembly shall be one (1) parking space per three (3) seats in the auditorium or place of worship or assembly, and the maximum number of parking spaces allowed for a school or child care center shall be four (4) spaces per one thousand (1,000) square feet of floor area.

LUC 3.2.2(K)(5) Based on the proposed number of vehicle parking spaces and certain number of these will need to be Accessibility spaces. Such spaces will need to be designated by a sign and located as close as possible to the primary entrances.

LUC 3.2.2(C)(4) This section requires schools to provide 1 bicycle parking space for every 3,000 sq ft of building and at least a minimum of 4. These spaces shall be located near the primary entrances of the buildings. Please provide location of bicycle parking spaces and quantities at each location on the site plan.

4. LUC 3.5.3 Does apply this includes but is not limited to build-to-lines for new buildings and design standards. Also it prohibits vehicle parking in between building faces and the ROW.
5. LUC 3.2.5 This section requires an enclosure that is adequate for both trash and recycling. Such enclosure/s shall be designed with a walk-in access without having to open the main service gate and located on a concrete pad at least 20ft from a public sidewalk.
6. LUC 3.2.1 This section requires a new/updated landscape plan. Such landscaping plan shall include but not limited to landscape setbacks for vehicle use areas of 5ft from side lot line, 10 from nonarterial streets and 15ft from arterial streets. Also at least 6% interior landscaping in the vehicle use areas if less than a 100 spaces.
7. LUC 3.2.4 This section requires a new/updated lighting plan should at least include a photometric site plan and catalog cut-sheets (see section for other details).

**Department: Transfort**

**Contact: Emma McArdle, 970-224-6197, [emcardle@fcgov.com](mailto:emcardle@fcgov.com)**

1. A bus stop is located on the southwest corner of this site, please be sure to include this on any drawings for this project.

**Department: Stormwater Engineering**

**Contact: Glen Schlueter, 970-224-6065, [gschlueter@fcgov.com](mailto:gschlueter@fcgov.com)**

1. The project description suggests that there may be an addition to the existing footprints but does not indicate if there will be an increase in impervious area. If the building increase is all on existing paved area the drainage requirements are minimal. Basically a grading plan is all that is needed and a drainage letter describing how the impacts do not affect the existing drainage system. If there is an increase in impervious area over 1,000 sq.-ft., additional onsite detention is required.
2. If there is to be an increase in impervious area 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.
3. If there is an increase in impervious area over 1,000 sq.-ft., a drainage and 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. Standard operating procedures (SOPs) for all onsite drainage facilities need to be prepared by the drainage engineer. The erosion control requirements are in the Stormwater Design Criteria Section 1.3.3. If you need clarification concerning this section, please contact the Erosion Control Inspector, Jesse Schlam at 224-6015 or [jschlam@fcgov.com](mailto:jschlam@fcgov.com).
4. Water quality treatment is also required as described in the Urban Storm Drainage Criteria Manual, Volume 3 – Best Management Practices (BMPs). ([http://www.udfcd.org/downloads/down\\_critmanual\\_volllll.htm](http://www.udfcd.org/downloads/down_critmanual_volllll.htm)) Extended detention is the usual method selected for water quality treatment; however the use of any of the BMPs is encouraged. If both sites already have water quality treatment, the systems to treat additional runoff may need to be modified.
5. The drainage outfalls for the systems already exist and the release rates have been established in previous drainage reports.
6. The Stormwater Utility anticipates that City Council will be approving new Low Impact Development (LID) requirements in late January 2013. Please contact Basil Hamdan at 224-6035 or [bhamdan@fcgov.com](mailto:bhamdan@fcgov.com) for more information. The present draft requires that 50% of the water quality capture volume (WQCV) must be treated by an LID method and 25% of parking lots must be pervious.
7. The city wide Stormwater development fee (PIF) is \$6,390.00/acre (\$0.1467/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 on the City's web site 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 Design Criteria.
8. The design of this site must conform to the drainage basin design of the Spring Creek Basin Master Drainage Plan as well the City's Stormwater Design Criteria.

**Department: Environmental Planning**

**Contact: Lindsay Ex, 970-224-6143, [lex@fcgov.com](mailto:lex@fcgov.com)**

1. The applicant should make note of 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. If any trees on site 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 as the result of development impacts.
2. 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. Reveille Bluegrass is one option for having bluegrass lawns and using less water.

**Department: Engineering Development Review**

**Contact: Tyler Siegmund, 970-221-6501, [tsiegmund@fcgov.com](mailto:tsiegmund@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. Please contact the City's Traffic Engineer, Joe Olson (224-6062) to schedule a scoping meeting and determine if a traffic study is needed for this project. In addition, please contact Transportation Planning for their requirements as well.
5. Any public improvements must be designed and built in accordance with the Larimer County Urban Area Street Standards (LCUASS). They are available online at: <http://www.larimer.org/engineering/GMARdStds/UrbanSt.htm>
6. This project is responsible for dedicating any right-of-way and easements that are necessary for this project. According to the Master Street Plan Lemay is classified as a 4 lane arterial road and Stuart as a 2 lane collector road. Additional right-of-way may need to be dedicated as part of this project to meet current road standards.
7. Utility plans may be required and a Development Agreement will be recorded once the project is finalized.
8. A Development Construction Permit (DCP) or excavation permit will need to be obtained prior to starting any work on the site.
9. Sidewalk along Welch St appears to be missing. Installation of sidewalk along Welch St adjacent to the property will be required with this project.

**Department: Electric Engineering**

**Contact: Alan Rutz, 970-224-6153, [arutz@fcgov.com](mailto:arutz@fcgov.com)**

1. Contact Light and Power with any building expansion or load changes.

### **Current Planning**

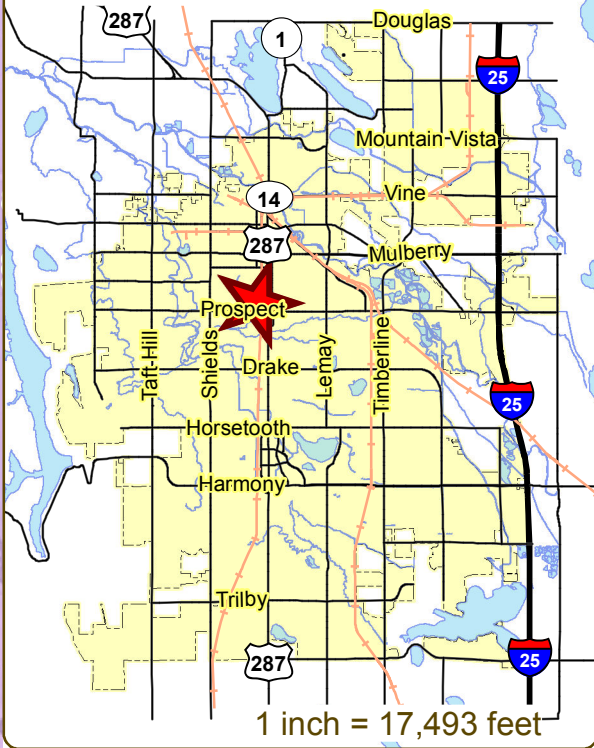
**Contact: Ted Shepard, 970-221-6343, [tshepard@fcgov.com](mailto:tshepard@fcgov.com)**

1. The site is zoned R-L, Low Density Residential which contains a standard that all development shall have a minimum lot area the equivalent of three times the total floor area of the building but not less than 6,000 square feet. This results in a maximum floor area (all floors) to total lot area ratio of .33. The existing lot sizes are as follows: Ridgeview - 176,331 square feet; Little Bears - 46,173; for a total of 222,504.6 square feet. The existing building floor areas are as follows: Ridgeview - 58,777; Little Bears - 7,462 for a total of 66,239 square feet. Combined, the gross floor area of both buildings divided by the total lot area of both lots is .29. Therefore, by my arithmetic, the project is eligible to add 7,187 square feet of floor area beyond which the project would exceed the maximum .33 F.A.R.
2. A neighborhood meeting is recommended. In the past, concerns have been expressed about adequate parking and the number of students that may drive to school.
3. As an option, if the lots are not combined, then Little Bears would be eligible for a building expansion based on the floor-to-area ratio maximum of .33 for the 46,173 square feet of lot area. With the existing lot area, and the existing building square footage of 7,462 square feet, the existing F.A.R. is .16. The maximum allowable F.A.R. of .33 would allow a building expansion of 7,775 square feet for a new total of 15,237 square feet.
4. The Site Plan Advisory Review would be required for any building addition and would trigger the completion of the missing sidewalk along Welch Street.
5. 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.
6. Please see the Development Review Guide at [www.fcgov.com/drg](http://www.fcgov.com/drg). This online guide features a color coded flowchart with comprehensive, easy to read information on each step in the process. This guide includes links to just about every resource you need during development review.
7. This development proposal will be subject to all applicable standards of the Fort Collins Land Use Code (LUC), including Article 3 General Development Standards. The entire LUC is available for your review on the web at <http://www.colocode.com/ftcollins/landuse/begin.htm>.
8. If this proposal is unable to satisfy any of the requirements set forth in the LUC, a Modification of Standard Request will need to be submitted with your formal development proposal. Please see Section 2.8.2 of the LUC for more information on criteria to apply for a Modification of Standard.
9. Please see the Submittal Requirements and Checklist at:  
<http://www.fcgov.com/developmentreview/applications.php>.

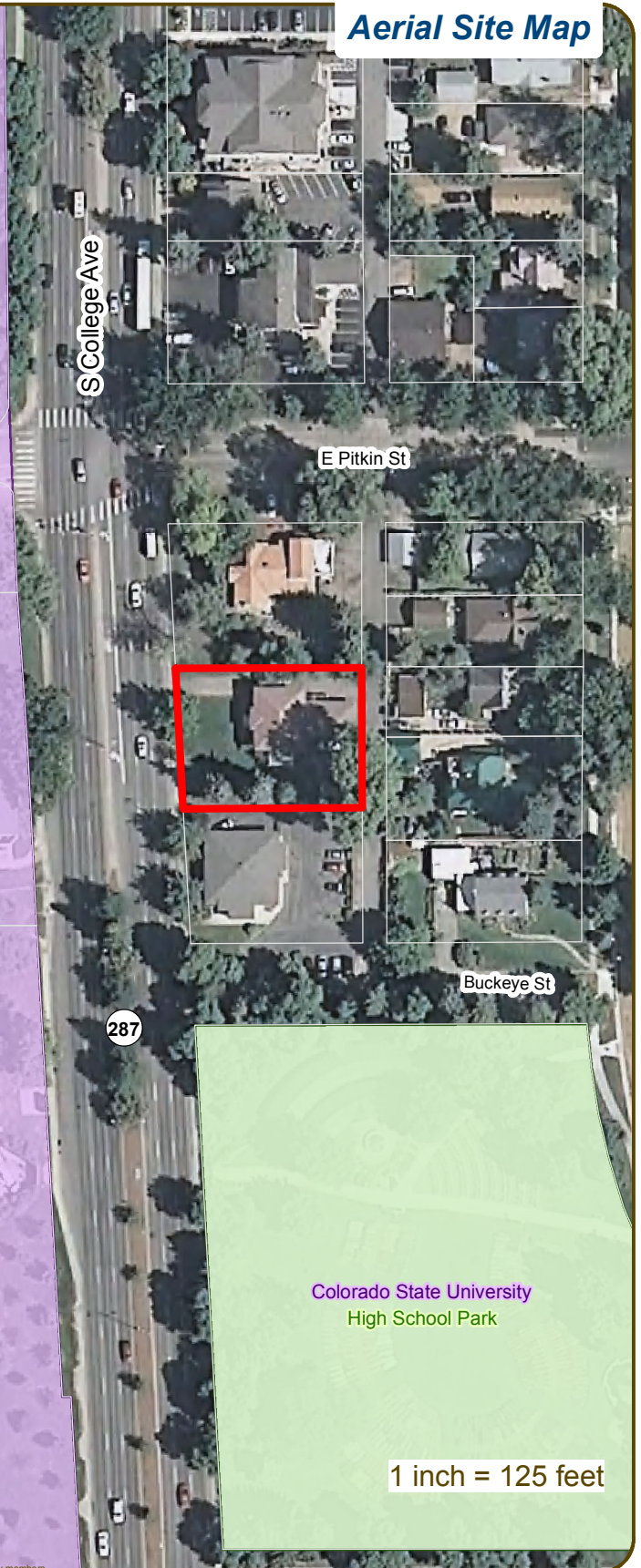
10. The request will be subject to the Development Review Fee Schedule that is available in the Community Development and Neighborhood Services office. The fees are due at the time of submittal of the required documents for the appropriate development review process by City staff and affected outside reviewing agencies. Also, the required Transportation Development Review Fee must be paid at time of submittal.
11. When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.

# 1312 S College Ave SF to Dental Clinic Conversion

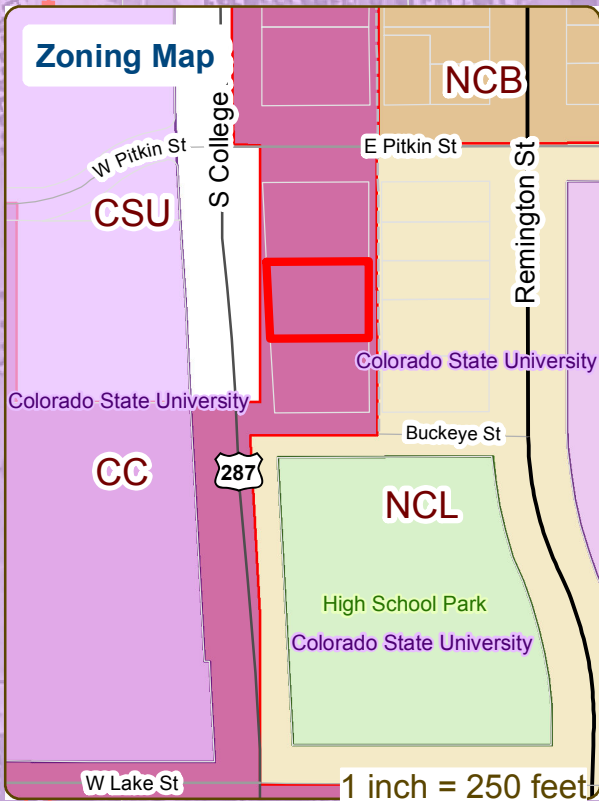
Vicinity Map



Aerial Site Map



Zoning Map



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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)

Stan Arnett, Consultant

Business Name (if applicable) r4 Architects

Your Mailing Address 117 E. Mountain Ave. Suite 205 Ft. Collins, CO 80524

Phone Number 970/224-0630 Email Address stan@r4arch.com

Site Address or Description (parcel # if no address) 1312 S. College Ave.

Description of Proposal (attach additional sheets if necessary) To convert the existing single family residence to a new dentil clinic on the main level with offices on second floor. Additional parking will be required for clients.

Proposed Use Dentil Clinic Existing Use Single Family Res.

Total Building Square Footage 2748 S.F. Number of Stories 2 Lot Dimensions 100' x 135'

Age of any Existing Structures 91 years

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

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

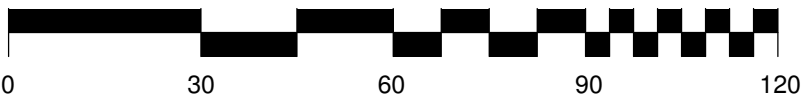
Is your property in a Flood Plain? [ ] Yes [x] No If yes, then at what risk is it?

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

Increase in Impervious Area 4,000 +/- 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?



# Project Name

# Conceptual Site Plan

| No. | Description | Date |
|-----|-------------|------|
|     |             |      |
|     |             |      |
|     |             |      |

|                |         |
|----------------|---------|
| Project number | 2012    |
| Date           | 12/4/12 |
| Drawn by       | SA      |
| Checked by     |         |

## Arch-1

Scale 1" = 30'-0"



Southeast Corner



Southeast Corner



Northeast Corner



Northwest Corner, College Frontage



Southwest Corner, College Frontage



South Elevation



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

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

January 11, 2013

Stan Arnett  
r4 Architects  
117 E Mountain Ave Suite 205  
Fort Collins, CO 80524

**Re:** 1312 S College Ave - Dental Clinic & Offices

**Description of project:** This is a request to convert an existing single family residence to a new dental clinic on the main level, offices on the second floor and provide additional parking for dental clinic clients located at 1312 S College Ave (Parcel# 97133-23-003). The site is located in the Community Commercial Zone District (C-C); clinics and offices are subject to administrative (Type 1) review in this zone district.

Please see the following summary of comments regarding the project request referenced above. The comments offered informally by staff during the Conceptual Review will assist you in preparing the detailed components of the project application. Modifications and additions to these comments may be made at the time of formal review of this project. If you have any questions regarding these comments or the next steps in the review process, you may contact the individual commenter or direct your questions through the Project Planner, Sherry Albertson-Clark, at 970-224-6174 or [salbertson-clark@fcgov.com](mailto:salbertson-clark@fcgov.com).

**Comment Summary:**

**Department: Zoning**

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

1. Land Use Code (LUC) 3.5.3(B)(2) Prohibits vehicle use area in-between building faces and the Street.

At least one of the vehicle use spaces is required to be a van accessibility space, that is designated by a sign.

2. LUC 3.2.5 The trash and recycling enclosure is required to be located on a concrete pad at least 20ft from a public sidewalk and designed with walk-in access without having to open the main service gate.
3. Any new mechanical/utility equipment (vents, flues, meters, conduit, AC/RTU's) needs to be identified on the plans (site,landscape, elevations) with notes on how such equipment is to be screened/painted.
4. LUC 3.2.2(C)(5) The shall be a 6ft wide pedestrian connection from the street sidewalk to the building entry.

**Department: Water-Wastewater Engineering**

**Contact: Roger Buffington, , [rbuffington@fcgov.com](mailto:rbuffington@fcgov.com)**

**Department: Water-Wastewater Engineering**

**Contact: Roger Buffington, , [rbuffington@fcgov.com](mailto:rbuffington@fcgov.com)**

1. Existing water mains and sanitary sewers in this area include a 4-inch water main in College and an 8-inch sewer in the alley to the east.
2. Existing water mains and sanitary sewers in this area include a 4-inch water main in College and an 8-inch sewer in the alley to the east.
3. The existing water service to the property is a ¾-inch service.
4. The existing water service to the property is a ¾-inch service.
5. The water conservation standards for landscape and irrigation will apply. Information on these requirements can be found at: <http://www.fcgov.com/standards>
6. The water conservation standards for landscape and irrigation will apply. Information on these requirements can be found at: <http://www.fcgov.com/standards>
7. If a larger water service is needed, development fees and water rights will be due at building permit.
8. If a larger water service is needed, development fees and water rights will be due at building permit.

**Department: Stormwater Engineering**

**Contact: Glen Schlueter, 970-224-6065, [gschlueter@fcgov.com](mailto: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 is required.
2. In the Spring Creek drainage basin a drainage and erosion control report and construction plans are required if there is an increase in impervious area greater than 1,000 square feet on an existing development. They must be prepared by a Professional Engineer registered in Colorado. If there is less than 1,000 square feet of new impervious area on an existing development, a drainage letter 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 1,000 square feet. If it is greater, onsite detention is required with a 2 year historic release rate for water quantity.
4. Water quality treatment is also required as described in the City's Stormwater Criteria Manual. Extended detention is the usual method selected for water quality treatment; however the use of any of the BMPs is encouraged. ([http://www.udfcd.org/downloads/down\\_critmanual\\_volIII.htm](http://www.udfcd.org/downloads/down_critmanual_volIII.htm))
5. The Stormwater Utility anticipates that City Council will be approving new Low Impact Development (LID) requirements in late January 2013. Please contact Basil Hamdan at 224-6035 or [bhamdan@fcgov.com](mailto:bhamdan@fcgov.com) for more information. The present draft requires that 50% of the new impervious area must be treated by an LID method and 25% of new parking lots must be pervious.
6. The drainage outfall for the site is the curb and gutter of College Ave. or the alley. No increased runoff can drain onto existing private property even if the runoff is directed to the alley and it drains onto

**Department: Stormwater Engineering**

**Contact: Glen Schlueter, 970-224-6065, [gschlueter@fcgov.com](mailto:gschlueter@fcgov.com)**

existing property.

7. The city wide Stormwater development fee (PIF) is \$6,390.00/acre (\$0.1467/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 on the City's web site 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 Design Criteria.
8. The design of this site must conform to the drainage basin design of the Spring Creek Basin Master Drainage Plan as well the City's Stormwater Design Criteria.

**Department: Historical Preservation**

**Contact: Josh Weinberg, 970-221-6206, [jweinberg@fcgov.com](mailto:jweinberg@fcgov.com)**

1. Any exterior changes to or demolition of buildings 50 years old or older will need to be reviewed under the City's Demolition/Alteration Review Process, Municipal Code Section 14-72. This process begins with a determination of eligibility, which identifies the appropriate review process(es). The determination of eligibility requires current color photographs, of all sides of each building or structure. Sufficient photos should be taken to show the current condition of the building, especially any previous alterations or additions. Digital photos are encouraged, and may be sent to [jweinberg@fcgov.com](mailto:jweinberg@fcgov.com) or [kmcwilliams@fcgov.com](mailto:kmcwilliams@fcgov.com). Hardcopies may be sent to P.O. Box 580, 80522; or dropped off at CDNS, 1st Floor, 281 N. College Ave.
2. The eligibility of a property for landmark designation does not, in any way, designate the property as a Landmark; it does define which of the various City review processes the development application would be reviewed under. If any of the buildings or structures are found to be individually eligible for Landmark designation, then the project would be reviewed for compliance with LUC Section 3.4.7. Section 3.4.7. is intended to ensure that, to the maximum extent feasible: (1) historic sites, structures or objects are preserved and incorporated into the proposed development and any undertaking that may potentially alter the characteristics of the historic property is done in a way that does not adversely affect the integrity of the historic property; and (2) new construction is designed to respect the historic character of the site and any historic properties in the surrounding neighborhood.
3. This building has been determined eligible for Fort Collins Landmark designation, and also likely qualifies for designation in the State and National Registers of Historic Places. Thus, this project will have to comply with relevant requirements in LUC 3.4.7 and Municipal Code Section 14.
4. The Design Assistance Program pays for up to \$2,000 each year, for the design of alterations, additions, or new construction located in the Eastside and Westside Neighborhoods (roughly, north of Prospect, and between Taft and Lemay). The owner selects from the Design Assistance Program Consultant's Master List, and the design must meet the requirements of the city's building codes. This assistance is available to anyone, regardless of the building's age or eligibility for designation.



**Department: Fire Authority**

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

**1. FIRE LANES**

The building is out of access. A fire lane shall be provided or the building shall be equipped with a automatic sprinkler system.

Fire Lanes shall be provided for every facility, building or portion of a building 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, as measured by an approved route around the exterior of the building or facility. 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.

2006 International Fire Code 503.1.1

**Department: Environmental Planning**

**Contact: Lindsay Ex, 970-224-6143, [lex@fcgov.com](mailto:lex@fcgov.com)**

1. The applicant should make note of 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. If any trees on site 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 as the result of development impacts.
2. 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. Reveille Bluegrass is one option for having bluegrass lawns and using less water.

**Department: Engineering Development Review**

**Contact: Andrew Gingerich, 970-221-6603, [agingrich@fcgov.com](mailto:agingrich@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. Please contact the City's Traffic Engineer, Joe Olson (224-6062) to schedule a scoping meeting and determine if a traffic study is needed for this project. In addition, please contact Transportation Planning for their requirements as well.
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:

**Department: Engineering Development Review**

**Contact: Andrew Gingerich, 970-221-6603, [agingrich@fcgov.com](mailto:agingrich@fcgov.com)**

<http://www.larimer.org/engineering/GMARdStds/UrbanSt.htm>

6. This project is responsible for dedicating any right-of-way and easements that are necessary for this project. It is unclear from the Larimer County Assessor's website how much right of way exists along College Avenue in this location. Additional right of way may be required but won't be able to determine until we have received more information on a later submittal.
7. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
8. This site is adjacent to CDOT roadway and all access to the site is governed by an access control plan. Plans will be routed to CDOT for review and approval and the applicant may need to obtain access permits from CDOT. The applicant will need to discuss the existing access from College Avenue with CDOT since the use will be changing from residential single family to dental clinic.
9. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.

**Department: Electric Engineering**

**Contact: Alan Rutz, 970-224-6153, [arutz@fcgov.com](mailto:arutz@fcgov.com)**

1. Contact Light and Power if main electric panel needs to be increased.

**Current Planning**

**Contact: Sherry Albertson-Clark, 970-224-6174, [salbertson-clark@fcgov.com](mailto:salbertson-clark@fcgov.com)**

1. The site is zoned C-C Community Commercial. This zone has site planning standards (central feature or gathering place, integration of transit stop) and block requirements (block structure, block size, minimum building frontage and building height) found in Section 4.18.E.2 of the Land Use Code, but since the site has an existing structure on it, a Modification to these standards could be submitted with a formal development application.
2. If there is any new exterior light proposed, a photometric plan will be required. The intent of the exterior lighting standards is to ensure that lighting not spill off the site onto the adjacent properties.
3. A location to collect and store trash and recyclables must be provided on-site.
4. Section 3.5.3 for commercial buildings addresses the relationship of buildings to streets, walkways and parking and does not permit vehicle use areas (parking and drives) between the building and the street. We would suggest exploring shared parking with adjacent properties to find another way to accommodate the parking spaces shown in the front yard. Parking area setbacks for side and rear property lines are 5'. A one-way drive aisle width is 20'.
5. Parking requirements for dental offices are based on maximums of 4.5 spaces per 1,000 square feet GFA for medical/dental and 3 spaces per 1,000 square feet GFA for general office use. Bicycle parking is required (minimum of 4 spaces) and 20% (or 1 space) must be enclosed (inside building or garage) and 80% (3 spaces) must be in fixed bicycle racks on the site.

6. Perimeter screening of parking areas is required and at least 6% of the interior of the parking area (if more than 6 spaces are proposed) must be in landscape islands. See Section 3.2.1.E.4 for further details.
7. 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.
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13. 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 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:**

*2009 International Building Code (IBC)*

*2009 International Residential Code (IRC)*

*2009 International Energy Conservation Code (IECC)*

*2009 International Mechanical Code (IMC)*

*2009 International Fuel Gas Code (IFGC)*

*2009 International Plumbing Code (IPC) as amended by the State of Colorado*

*2011 National Electrical Code (NEC) as amended by the State of Colorado*

Accessibility: State Law CRS 9-5 & ICC/ANSI A117.1-2003.

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

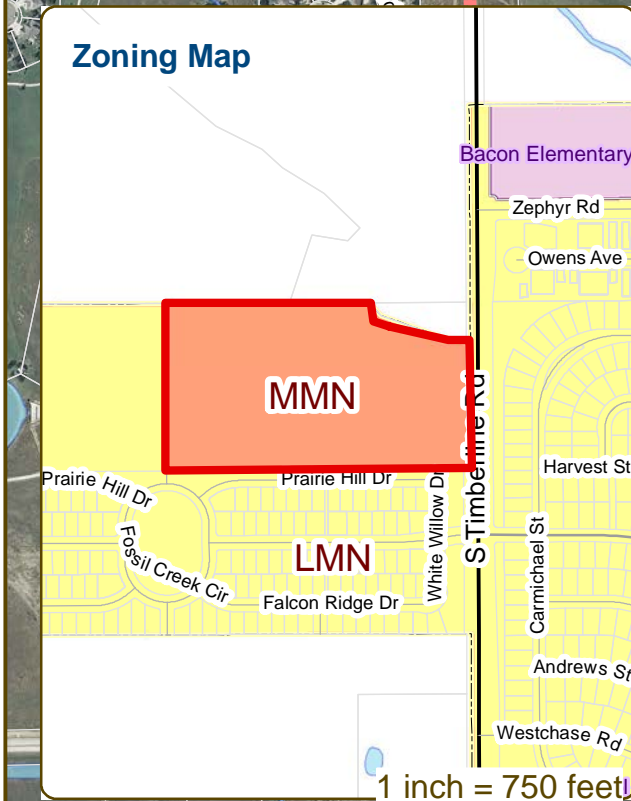
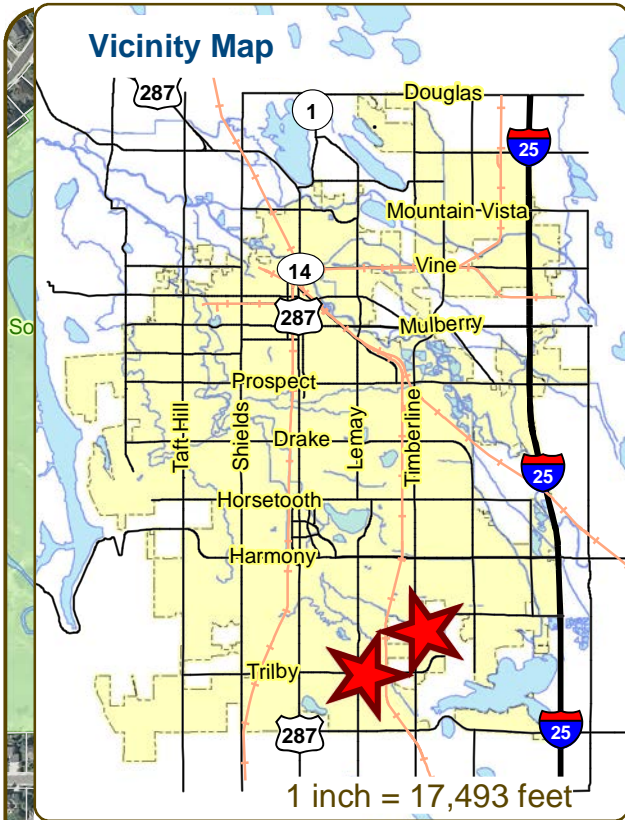
1. Single Family; Duplex; Townhomes: *2009 IRC* Chapter 11 or *2009 IECC* Chapter 4
2. Multi-family and Condominiums 3 stories max: *2009 IECC* Chapter 4.
3. Commercial and Multi-family 4 stories and taller: *2009 IECC* Chapter 5.

Fort Collins Green Code Amendments effective starting 1-1-2012. 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  
416-2341

# 6111 S Timberline Rd

## The Crowne on Timberline Multifamily



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





CONCEPTUAL REVIEW: APPLICATION

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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) \_\_\_\_\_

Alan Levow & Lewis Shubin (Owners)

Business Name (if applicable) Crowne Partners, Inc.

Your Mailing Address \_\_\_\_\_

Phone Number 909-266-8900 Email Address \_\_\_\_\_

Site Address or Description (parcel # if no address) 6111 S. Timberline Road (Johnston Annexation) -> Medium Density, Mixed Use Parcel

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

Multi-family Development: 25 Townhomes, 275 Stacked Flats, Clubhouse, Mail Kiosk, Maintenance Building, Trash Enclosure/Compactor Area

Proposed Use Multi-family Existing Use Agriculture

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

Age of any Existing Structures N/A

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

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

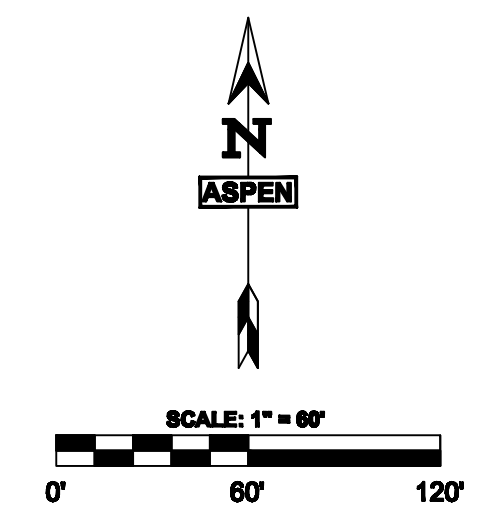
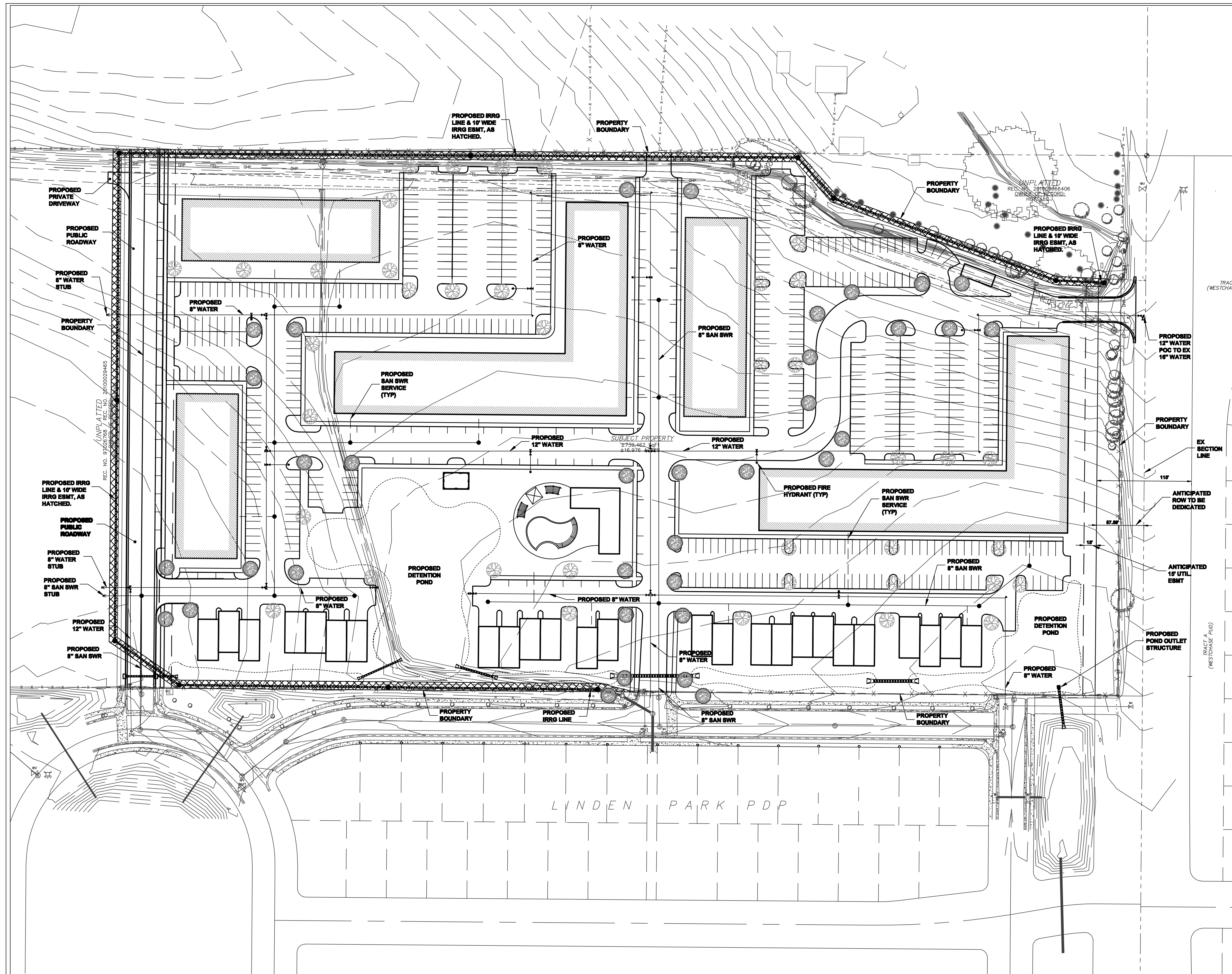
Is your property in a Flood Plain? [ ] Yes [x] No If yes, then at what risk is it? \_\_\_\_\_

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

Increase in Impervious Area 518,364 SF (approx 70% of 17 acres) 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?



**NOTES:**

- THREE EXISTING ACCESS DRIVES (CURB CUTS) EXIST ON THE NORTH SIDE OF PRAIRIE HILL DRIVE. TWO OF THE THREE EXISTING DRIVES WILL BE UTILIZED FOR THE SITE. THE EXISTING CENTRAL ACCESS WILL BE EXTENDED NORTH, THROUGH THE SITE, AND PROVIDE FOR A FUTURE CONNECTION TO ZEPHYR DRIVE. THE EXISTING SOUTHWEST ACCESS WILL ALSO BE EXTENDED TO THE NORTH FOR FUTURE CONNECTION TO ZEPHYR DRIVE AND WILL ALSO PROVIDE ACCESS TO THE SITE AND TO THE EXISTING PROPERTY OWNER TO THE WEST. THE SOUTHEAST ACCESS WILL NOT BE UTILIZED FOR THE DEVELOPMENT.
- EMERGENCY ACCESS EASEMENT WIDTHS AND THE ASSOCIATED DRIVE AISLE WIDTHS HAVE BEEN ESTABLISHED THROUGH COORDINATION WITH Poudre FIRE AUTHORITY, WITH DRIVE AISLE DIMENSIONS SHOWN ON THE SITE PLAN.
- RIGHT OF WAY DEDICATION WILL OCCUR FOR THE WEST SIDE OF TIMBERLINE ROAD AND WILL PROVIDE FOR 57.50' (FROM THE SECTION LINE TO THE WEST) OF RIGHT OF WAY (ROW) BEING DEDICATED. AN ADDITIONAL 15' UTILITY EASEMENT IS ANTICIPATED WEST OF THE ROW, AS SHOWN ON THIS PLAN.
- CONCEPTUAL LAYOUT FOR WATER, SANITARY SEWER, STORM SEWER, AND EXISTING DITCH IRRIGATION HAS BEEN PROVIDED ON THIS PLAN FOR CONCEPTUAL PURPOSES ONLY.
- THE CONCEPTUAL LAYOUT FOR STORM SEWER WATER ASSUMES THAT THE SITE WILL DISCHARGE AT THE 2-YR HISTORIC RATE AND WILL BE REQUIRED TO PROVIDE ON-SITE WATER QUALITY AND DETENTION.
- CONCEPTUAL LAYOUT FOR SANITARY SEWER AND WATER ASSUMES THAT CORRESPONDING UTILITY INFRASTRUCTURE TO THE SOUTH AND EAST WILL BE EXTENDED AND TIED-IN TO AT THE LOCATIONS SHOWN. WATER AND SANITARY SEWER STUBS ARE PROVIDED TO THE WEST, TO ALLOW FOR FUTURE DEVELOPMENT TO THE WEST.

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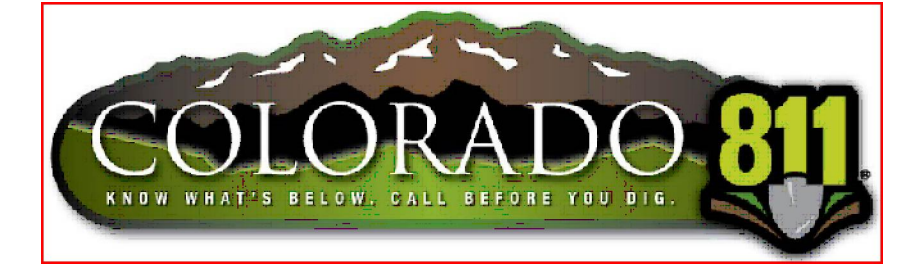
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**CROWNE ON TIMBERLINE**  
FORT COLLINS, COLORADO  
**CONCEPTUAL UTILITY PLAN**

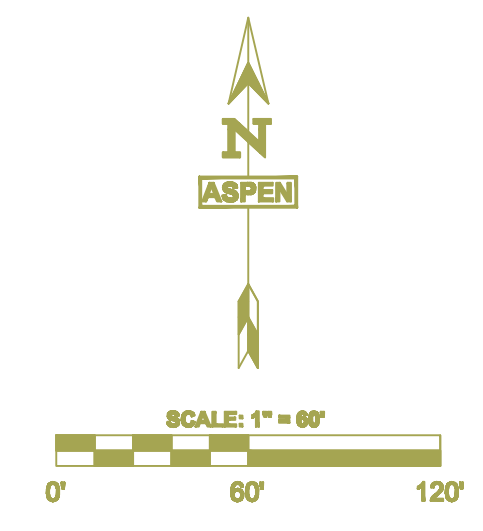
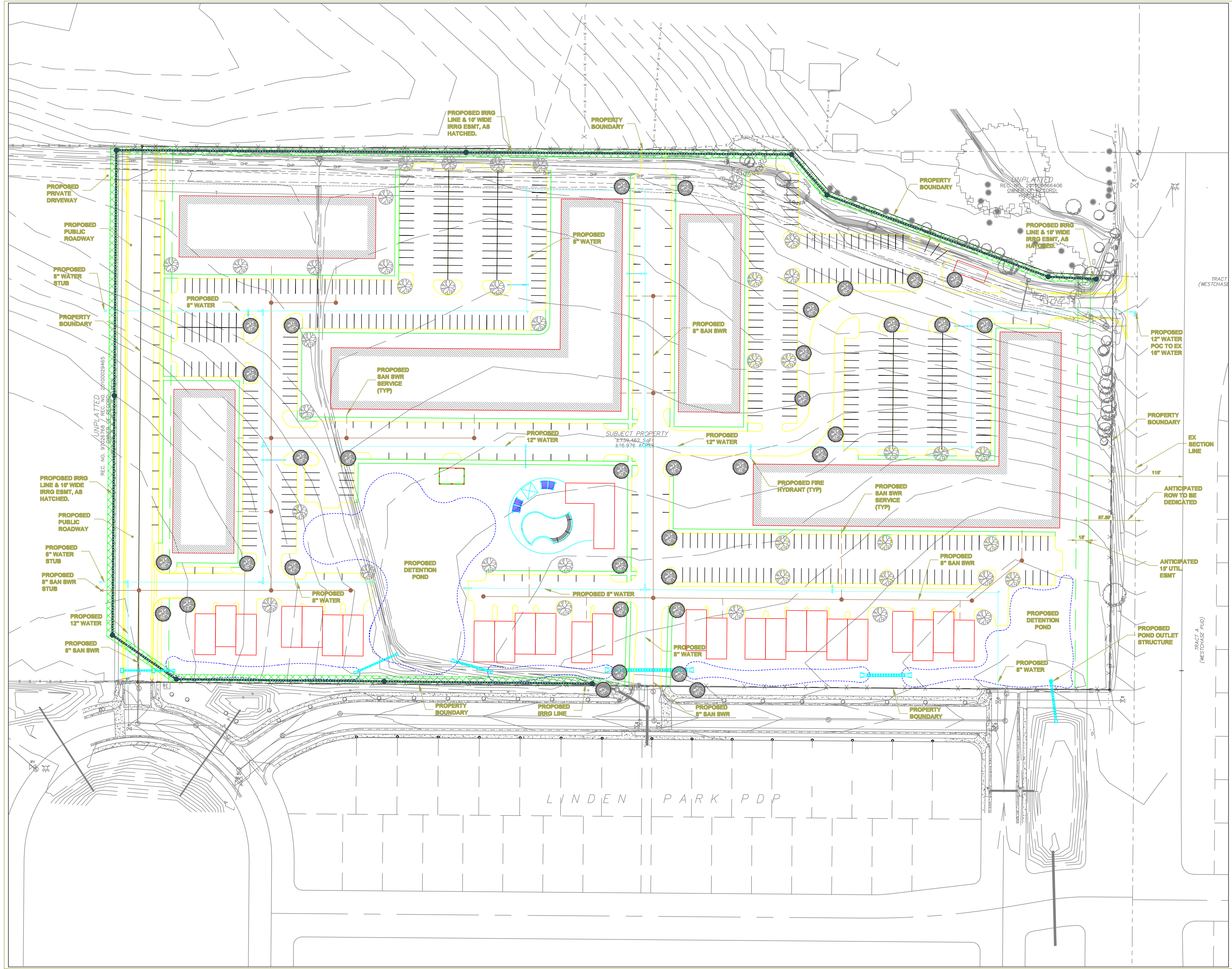
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DRAWING:



PROJECT NO: 501-001  
DATE: 12/28/12  
SHEET No: EX-1  
1 OF 1



CALL UTILITY NOTIFICATION  
CENTER OF COLORADO  
**1-800-922-1987**  
CALL 2 BUSINESS DAYS IN ADVANCE  
BEFORE YOU DIG, GRADE, OR EXCAVATE  
FOR THE MARKING OF UNDERGROUND  
MEMBER UTILITIES.



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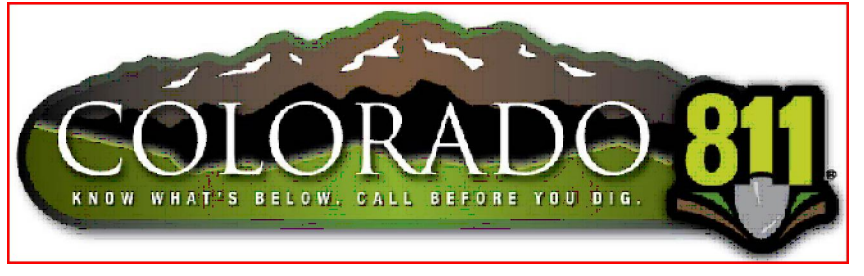
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**CROWNE ON TIMBERLINE**  
 FORT COLLINS, COLORADO  
**CONCEPTUAL UTILITY PLAN**

PROJECT/LOCATION:  
 DRAWING:

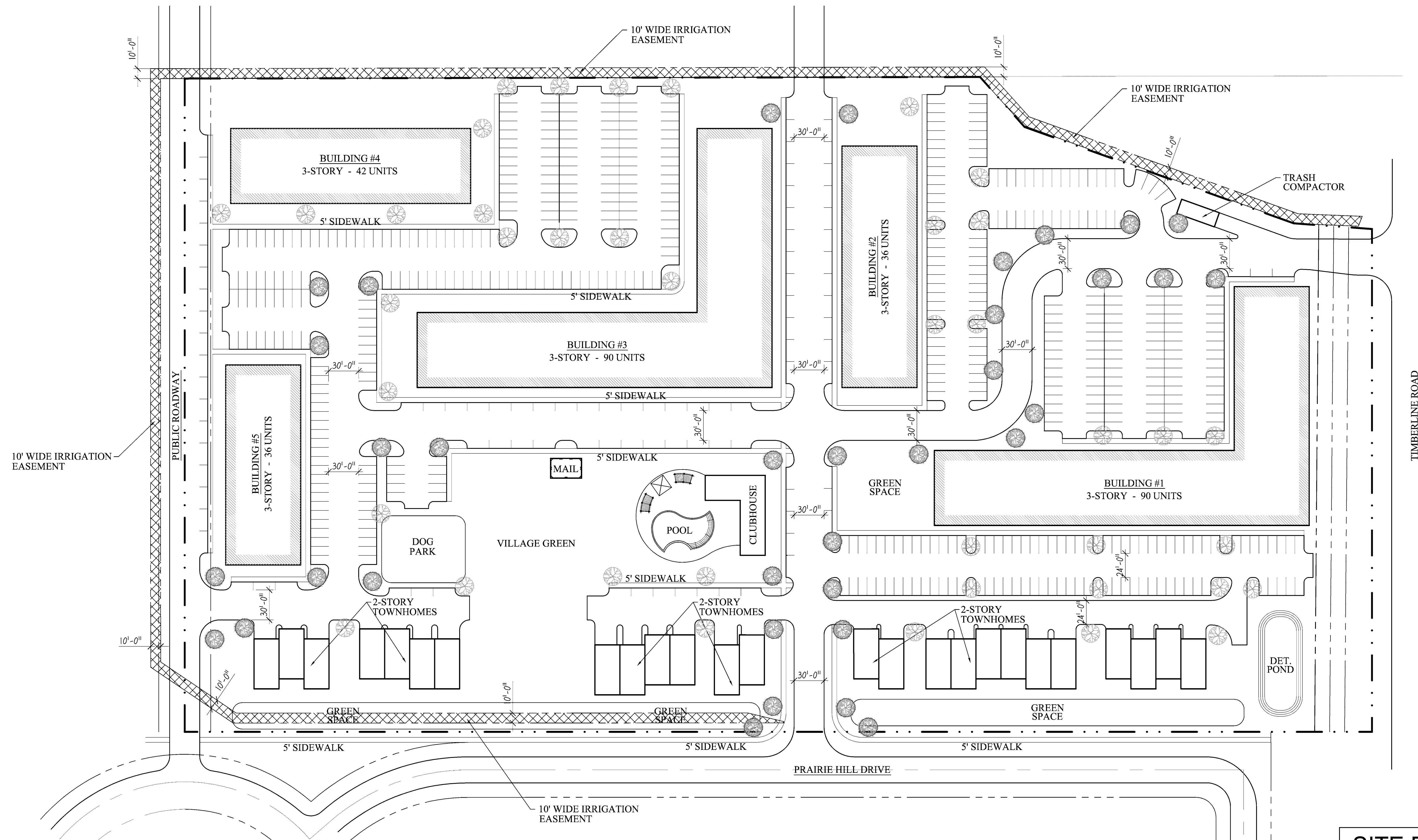


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# PRELIMINARY SITE PLAN

## APARTMENTS - FORT COLLINS, COLORADO

BY

**PUCCIANO & ENGLISH. INC. ARCHITECTS**

ATLANTA, GEORGIA 30341  
 DAVID A. ENGLISH, AIA  
 PHONE: (770) 457-0623, FAX: (770) 451-0092



REVISED - 12/28/2012

### SITE DATA

APARTMENT DATA

- 4 TOTAL BUILDINGS - 3 STORIES EACH
- 1 CLUBHOUSE
- 1 CENTRAL MAIL KIOSK

- TOTAL APARTMENT UNITS = 294

TOWN HOME DATA

- 25 (2) STORY TOWN HOME WITH GARAGES

TOTAL TOWN HOMES = 25

TOTAL UNITS = 319  
 TOTAL PARKING SPACES = 640

2.0 SPACES PER UNIT



January 11, 2013

Alon Levon  
Crowne Partners, Inc.

**Re:** 6111 S Timberline Rd - The Crowne on Timberline Multifamily

**Description of project:** This is a request to construct 300 multifamily units consisting of 25 townhomes and 275 stacked flats at 6111 S Timberline Road. The multifamily complex will be situated on the Medium Density Mixed-Use Neighborhood District (M-M-N) portion of parcel# 8607400010. As the project contains 50+ multifamily units, it is subject to Planning & Zoning Board (Type 2) 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, Seth Lorson, at 970-224-6189 or [slorson@fcgov.com](mailto:slorson@fcgov.com).

**Comment Summary:**

**Department:** Zoning

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

1. Land Use Code (LUC) 4.6(D)(1) If the development is less than 20 acres than the minimum average density if 7 dwelling units per net acre.

LUC 4.6(D)(2)(a) A minimum of 2 housing types.

LUC 4.6(D)(2)(b) lots sizes shall vary with different housing types.

LUC 4.6(D)(2)(d) Lot patterns (size and layout) shall allow building to face toward the street.

2. LUC 4.6(D)(3) 90% of the dwellings of the development project shall be located within a quarter-mile of central feature or gathering place (see section for further details).
3. LUC 4.6(E) Each development shall be developed as a series of complete blocks bounded with streets. Block sizes shall be limited to 7 acres. Minimum 40% of each block side consist of either building frontage plazas or other functional open space. Buildings are limited to 3 stories.

LUC 4.6(E)(2)(c) Minimum setback from a street ROW is none.

LUC 4.6(E)(3)(a) 25ft Setback from the property line of abutting property containing single-family and two-family dwellings.

**Department: Zoning**

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

4. LUC 4.6(E)(3)(b) Developments with 5 to 7 buildings shall have at least 2 different building designs

LUC 4.6(E)(3)(c) There shall be at least 3 distinct color schemes

LUC 4.6(E)(3)(d) Entrance shall be made clearly visible from the streets and public areas through architectural elements and landscaping.

LUC 4.6(E)(3)(e) Roof lines (see section for requirements)

LUC 4.6(E)(3)(f) Facades of multi-family dwellings shall be articulated (see section for details)

5. LUC 3.2.2(C)(1) To the maximum extent feasible, pedestrians shall be separated from the vehicles and bicycles. This would include detached sidewalks along private/public streets and entries to the development.

LUC 3.2.2(C) There shall be sidewalks that provide directness and continuity from building entries to street sidewalks that are at least 6ft in width.

6. LUC 3.2.2(C)(4) There shall be 1 bicycle parking space per bedroom for the development with at least 60% of the required spaces being enclosed and at least 40% of the required fixed. These space shall be located near the primary entrances of the buildings.
7. LUC 3.2.2(K) Vehicle parking is required it is based on the number of units and bedrooms (see section for details).

LUC 3.2.2(K) Based on the number of vehicle parking spaces there is a required number of these that will need to be accessibility spaces. At least one of the accessibility spaces will need to be van accessible. These spaces shall be designated by a sign and located as close as possible to primary entrances to the buildings.

LUC 3.2.2(L) Refer to tables and figures for stall dimensions.

8. LUC 3.2.5 Enclosures are required that are adequate for both trash and recycling. Such enclosures shall be designed with walk-in access without having to open the main service gate and located on concrete pad at least 20ft from a public sidewalk.
9. LUC 3.2.1 Landscape plan is required (see section for details).

LUC 3.2.4 Lighting plan is required, which includes but not limited to a photometric site plan with catalog cutsheets (see section for additional details).

10. LUC 3.5.1(I) Plans (site,landscape and elevations) need to identify locations of Mechanical/Utility (vents, flues, ac/rtu, conduit, meters...) equipment and include a note on how such equipment will be screened/painted.
11. LUC 3.5.1(G) If any building is over 40ft in height than additional information is required for a special height review (see section for details).

**Department: Water-Wastewater Engineering**

**Contact: Roger Buffington, , [rbuffington@fcgov.com](mailto:rbuffington@fcgov.com)**

1. Water and wastewater services in this area are provided by the Fort Collins-Loveland Water District and the South Fort Collins Sanitation District. The Districts may be contacted at 226-3104.
2. Water and wastewater services in this area are provided by the Fort Collins-Loveland Water District and the South Fort Collins Sanitation District. The Districts may be contacted at 226-3104.

**Department: Stormwater Engineering**

**Contact: Glen Schlueter, 970-224-6065, [gschlueter@fcgov.com](mailto:gschlueter@fcgov.com)**

1. A drainage and 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. Standard operating procedures (SOPs) for all onsite drainage facilities need to be prepared by the drainage engineer and 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 requirements are in the Stormwater Design Criteria Section 1.3.3. If you need clarification concerning this section, please contact the Erosion Control Inspector, Jesse Schlam at 224-6015 or [jschlam@fcgov.com](mailto:jschlam@fcgov.com).
2. Onsite detention is required for the runoff volume difference between the 100 year developed inflow rate and the 2 year historic release rate.
3. Water quality treatment is also required as described in the Urban Storm Drainage Criteria Manual, Volume 3 - Best Management Practices (BMPs). ([http://www.udfcd.org/downloads/down\\_critmanual\\_volllll.htm](http://www.udfcd.org/downloads/down_critmanual_volllll.htm)) Extended detention is the usual method selected for water quality treatment; however the use of any of the BMPs is encouraged.
4. The drainage outfall for the site is to the south through Linden Park PDP. The design engineer will need to verify capacity in that system but it should have enough capacity for 2 yr. detained flows since it presently is sized for existing 100 yr. flows from offsite.
5. The Stormwater Utility anticipates that City Council will be approving new Low Impact Development (LID) requirements in late January 2013. Please contact Basil Hamdan at 224-6035 or [bhamdan@fcgov.com](mailto:bhamdan@fcgov.com) for more information. The present draft requires that 50% of the new impervious area must be treated by an LID method and 25% of new parking lots must be pervious.
6. The city wide Stormwater development fee (PIF) is \$6,390.00/acre (\$0.1467/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 on the City's web site 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 Design Criteria.
7. The design of this site must conform to the drainage basin design of the Fossil Creek Basin Master Drainage Plan as well the City's Design Criteria and Construction standards.

**Department: Stormwater Engineering**

**Contact: Glen Schlueter, 970-224-6065, [gschlueter@fcgov.com](mailto:gschlueter@fcgov.com)**

8. Since there will be a change in the concentration point and the length of time runoff will drain from the proposed site the original intent of the drainage easement on Linden Park would change. To mitigate this new nuisance flow in the Linden Park pond the flows need to be directed to the Linden Park outfall instead of flowing through their existing detention pond. This can be accomplished with a small outfall pipe from the proposed development to the outfall pipe.

**Department: Fire Authority**

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

#### 1. FIRE LANES

Dead-end fire access roads in excess of 150 feet in length shall be provided with an approved area for turning around fire apparatus. Currently, the north ends of both the proposed public roadway and private drive are not meeting this code requirement.

FCLUC 3.6.2(B)2006; International Fire Code 503.2.5 and Appendix D

The required turning radii of a fire apparatus access road shall be a minimum of 25 feet inside and 50 feet outside. This shall consistently apply to all fire lanes within the development.

2006 International Fire Code 503.2.4 and Local Amendments

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 minimum unobstructed width & minimum overhead clearance.
- > Be designed as a flat, hard, all-weather driving surface capable of supporting 40 tons.
- > Be visible by painting and signage, and maintained unobstructed at all times.

2006 International Fire Code 503.2.3, 503.3, 503.4 and Appendix D

#### 2. WATER SUPPLY

Hydrant spacing and flow must meet minimum requirements based on type of occupancy.

Commercial requirements: Hydrants to provide 1,500 gpm at 20 psi residual pressure, spaced not further than 300 feet to the building, on 600-foot centers thereafter.

#### 3. AUTOMATIC SPRINKLER SYSTEMS

An automatic sprinkler system installed in accordance with Section 903.3 shall be provided throughout all buildings with a Group R fire area.

2006 International Fire Code 903.2.7

#### 4. BALCONIES AND DECKS

Sprinkler protection shall be provided for exterior balconies, decks, and ground floor patios of dwelling units where the building is of Type V construction.

2006 International Fire Code 903.3.1.2.1

#### 5. KEY BOXES REQUIRED

Poudre Fire Authority requires at least one key box ("Knox Box") to be mounted in approved location(s) on every new building equipped with a required fire sprinkler or fire alarm system. The top shall not be higher than 6 feet above finished floor.

**Department: Fire Authority**

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

2006 International Fire Code 506.1 and Poudre Fire Authority Bureau Policy 88-20

**6. PREMISE IDENTIFICATION**

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.

2006 International Fire Code 505.1

**7. PUBLIC-SAFETY RADIO AMPLIFICATION SYSTEM**

New buildings or building additions that cause the building to be greater than 50,000 square feet will require a fire department, emergency communication system evaluation after the core/shell but prior to final build out. Where adequate radio coverage cannot be established within a building, public-safety radio amplification systems shall be installed.

**Department: Environmental Planning**

**Contact: Lindsay Ex, 970-224-6143, [lex@fcgov.com](mailto:lex@fcgov.com)**

1. Though this site is within 450' of a natural habitat or feature (emergent wetlands, aquatic features, and a riparian forest), an Ecological Characterization Study will not be required because the closest feature maximum buffer that could be applied would be 300'. In other words, no buffer standards would reach the property, should they be applied, and thus, an ECS is not required.
2. 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. Reveille Bluegrass is one option for having bluegrass lawns and using less water.
- 2.

**Department: Engineering Development Review**

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

1. Larimer County Road Impact Fees and Street Oversizing Fees are due at the time of building permit. Please contact Matt Baker at 224-6108 if you have any questions.
2. The City's Transportation Development Review Fee (TDRF) is due at the time of submittal. For additional information on these fees, please see: <http://www.fcgov.com/engineering/dev-review.php>
3. Any damaged curb, gutter and sidewalk existing prior to construction, as well as streets, sidewalks, curbs and gutters, destroyed, damaged or removed due to construction of this project, shall be replaced or restored to City of Fort Collins standards at the Developer's expense prior to the acceptance of completed improvements and/or prior to the issuance of the first Certificate of Occupancy.
4. Please contact the City's Traffic Engineer, Joe Olson (224-6062) to schedule a scoping meeting for a traffic study needed for this project. In addition, please contact Transportation Planning for their requirements as well.
5. Any public improvements (public streets) must be designed and built in accordance with the Larimer

**Department: Engineering Development Review**

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

County Urban Area Street Standards (LCUASS). They are available online at:  
<http://www.larimer.org/engineering/GMARdStds/UrbanSt.htm>

6. Timberline Road will need to be designed and improved to its ultimate condition (sidewalk, pavement, curb & gutter) abutting the property with transitions as required.
7. Section 3.6.3 of the Land Use Code should be reviewed for verification of overall compliance to this section. Section 3.6.3(F) would require the continuation of White Willow Drive into the development, unless alternative compliance to this section is proposed and granted.
8. Public streets are required to have right-of-way dedicated without any encumbrances. Irrigation lines that cross right-of-way would need approval through an encroachment permit process. Irrigation lines would need to have sufficient cover over the top of the pipe to the pavement subgrade in accordance to LCUASS criteria and be encased with tracer wire installed across the length of right-of-way.
9. If the access onto Timberline Road is determined to potentially be interim, guarantees would need to be in place prior to any building permit for the costs associated the closing off of the access onto Timberline Road. The design for the "ultimate" condition would need to be included with the project.
10. This project is responsible for dedicating any right-of-way and easements that are necessary for this project and/or in conformance with the City's Master Street Plan.
11. Construction plans will be required.
12. A Development Agreement will be required and recorded once the project is finalized with recordation costs paid for by the applicant.
13. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.

**Department: Electric Engineering**

**Contact: Alan Rutz, 970-224-6153, [arutz@fcgov.com](mailto:arutz@fcgov.com)**

1. Electric Development charges will apply.
2. Large buildings will need to be 3 phase. Submit C-1 form and coordinate transformer locations.
3. Each dwelling unit will need to be separately metered.
4. Buildings may require fire pumps. Contact Light and Power for electric requirements.
5. Electric lines are located behind the curb with water and sewer under the asphalt. Water and sewer lines for the single family will need to be relocated to allow room for electric lines and transformers.
6. Coordinate load requirements and transformer location for clubhouse.
7. Gang meters on single family and coordinate meter locations with Light and Power.

## Current Planning

Contact: Seth Lorson, 970-224-6189, [slorson@fcgov.com](mailto:slorson@fcgov.com)

1. Please look closely at the block standards in LUC Div. 4.6(E). It appears you are not meeting the building frontage requirement. Please provide an analysis of your proposed blocks and how they meet the aforementioned standards.
2. Although we have yet to review architectural elevations, please look closely at the standards in LUC Div. 4.6(E)(3).
3. Internal private drives are required to meet the standards found in 3.6.2(L).
4. Staff recommends an east-west street along the north property line to meet block standards and connectivity requirements. Please see Figures 17A - 17F in Sec.4.6(E) regarding the MMN District block standards.
5. A neighborhood meeting has been scheduled for Feb. 20, 2013 at Bacon Elementary School at 6:30 P.M. The applicant should be prepared to present and discuss plans for development.
6. The temporary full-movement access onto Timberline appears to be fine with Traffic and Engineering.
7. 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.
8. Please see the Development Review Guide at [www.fcgov.com/drg](http://www.fcgov.com/drg). This online guide features a color coded flowchart with comprehensive, easy to read information on each step in the process. This guide includes links to just about every resource you need during development review.
9. 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>.
10. 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.
11. Please see the Submittal Requirements and Checklist at:  
<http://www.fcgov.com/developmentreview/applications.php>.
12. 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.
13. 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 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:**

*2009 International Building Code (IBC)*

*2009 International Residential Code (IRC)*

*2009 International Energy Conservation Code (IECC)*

*2009 International Mechanical Code (IMC)*

*2009 International Fuel Gas Code (IFGC)*

*2009 International Plumbing Code (IPC) as amended by the State of Colorado*

*2011 National Electrical Code (NEC) as amended by the State of Colorado*

Accessibility: State Law CRS 9-5 & ICC/ANSI A117.1-2003.

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: *2009 IRC* Chapter 11 or *2009 IECC* Chapter 4
2. Multi-family and Condominiums 3 stories max: *2009 IECC* Chapter 4.
3. Commercial and Multi-family 4 stories and taller: *2009 IECC* Chapter 5.

Fort Collins Green Code Amendments effective starting 1-1-2012. 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  
416-2341