

# Conceptual Review Agenda

Schedule for 11/24/14 to 11/24/14

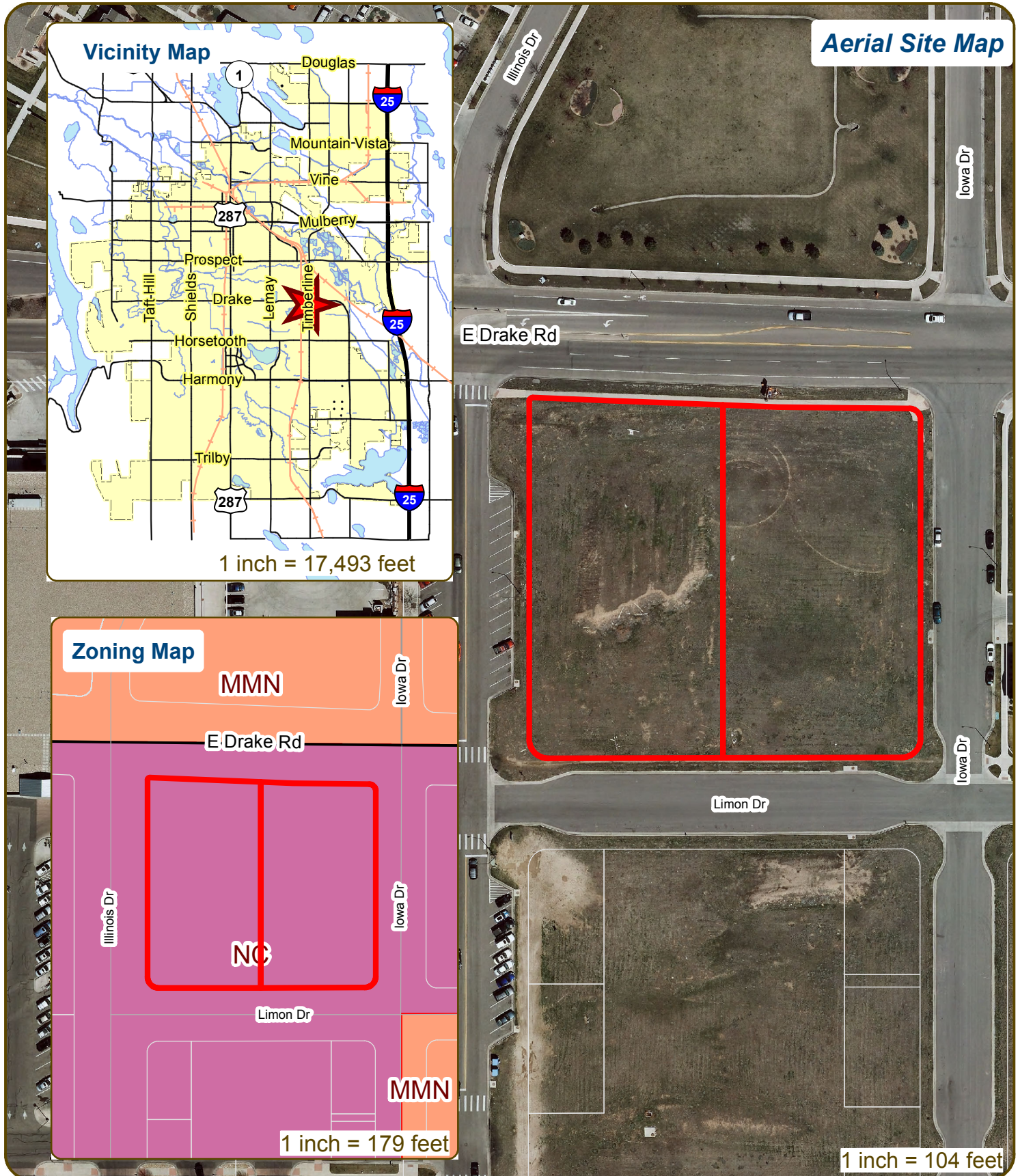
281 Conference Room A

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## Monday, November 24, 2014

Time	Project Name	Applicant Info	Project Description	Planner
<b>10:15</b>	Rigden Farm - Commercial Mixed-Use CDR140089	Michael Nagle (970) 204-8002 <a href="mailto:michael@warrenfcu.com">michael@warrenfcu.com</a>	This is a request to build two commercial mixed-use buildings in Rigden Farm (parcel #s 8729283001 and 8729283002). Each building will be 12,000 square feet. Building one will contain 3,000 sq. ft. of retail, 6,000 sq. ft. of restaurant and 3,000 sq. ft. of office space. Building two will contain 3,000 sq. ft. of retail, 6,000 sq. ft. of office space and 3,000 sq. ft. for a bank. The parcels are located in the Neighborhood Commercial (NC) zone district. This project will be subject to Administrative (Type I) review.	Rebecca Everette
<b>11:00</b>	1303 SW Frontage - Outdoor Storage CDR140090	Michael Hendry (303) 809-6422 <a href="mailto:principal@coloradoeuro.com">principal@coloradoeuro.com</a>	This is a request to build an outdoor storage yard at 1303 SW Frontage Rd (parcel #s 8716427001 and 8716400001). The yard will be enclosed by a wooden fence with gates for vehicular access. The parcels are located in the Employment (E) and General Commercial (CG) zone districts. This project will be subject to the Addition of Permitted Use (APU) process.	Clay Frickey

# Rigden Farm Commercial Mixed-Use



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CONCEPTUAL REVIEW:  
APPLICATION

**General Information**

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

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

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

Michael Nagle & Mike Martin

**Business Name** (if applicable) Warren Federal Credit Union

**Your Mailing Address** 181 W. Boardwalk Drive, Fort Collins, CO 80525

**Phone Number** 970-204-8002 **Email Address** jhuwa@bhadesign.com, michael@warrenfcu.com, mmartin@warrenfcu.com

**Site Address or Description** (parcel # if no address) 2200 and 2240 Limon Dr, Fort Collins, CO 80525

**Description of Proposal** (attach additional sheets if necessary) One building with 6K sit down restaurant, 3K retail, and 3K office, one building with 3K financial office, 6K office, 3K retail. Drive-through facilities for the financial office use.

**Proposed Use** Financial, Office, Commercial, Restaurant **Existing Use** Vacant

**Total Building Square Footage** 24K for 2 bldgs. S.F. **Number of Stories** 2 **Lot Dimensions** Approx 2 acres total

**Age of any Existing Structures** Not Applicable

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.** n/a

**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** 65,000 to 75,000 square feet of additional 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?





E. DRAKE RD

IOWA DR

LIMON DR

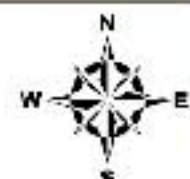
29

40 m

100 ft

### Landscape & Imagery Explorer

Created by Larimer County using data from multiple sources. Larimer County makes no warranty as to the accuracy of this product. This map may not reflect recent updates prior to the date of printing.



Printed: 2/20/12



# W.F.C.U

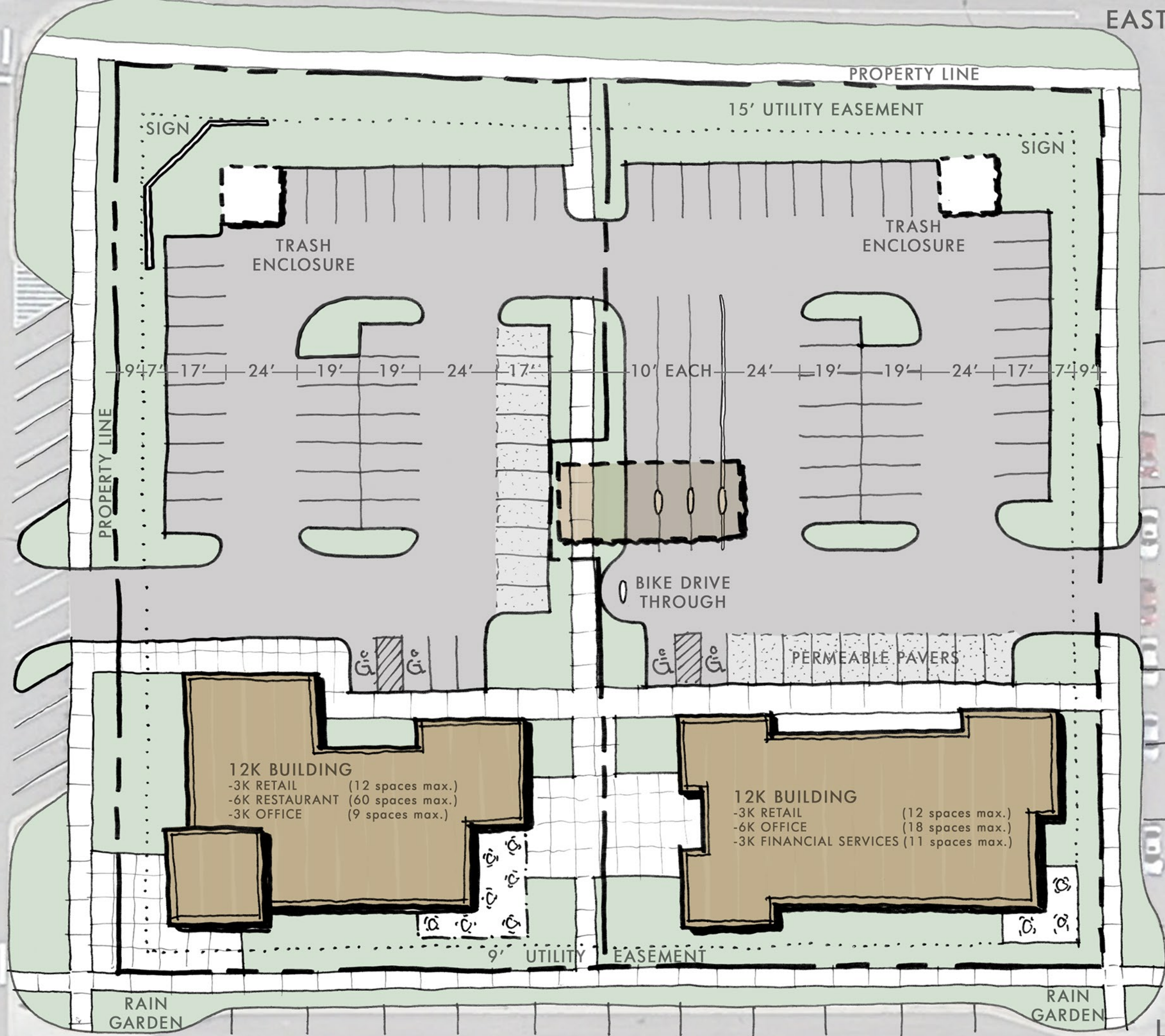
ON-SITE PARKING:  
89 STANDARD  
4 ADA

OFF-SITE PARKING:  
27 STANDARD

TOTAL:  
121 SPACES

(122 SPACES MAX.  
ON-SITE PER L.U.C.)

ILLINOIS DRIVE



EAST DRAKE ROAD

LIMON DRIVE





December 09, 2014

Michael Nagl  
Warren Federal Credit Union  
181 W Boardwalk Dr.  
Fort Collins, CO 80525

**Re: Rigden Farm - Commercial Mixed-Use**

**Description of project:** This is a request to build two commercial mixed-use buildings in Rigden Farm (parcel #s 8729283001 and 8729283002). Each building will be 12,000 square feet. Building one will contain 3,000 sq. ft. of retail, 6,000 sq. ft. of restaurant and 3,000 sq. ft. of office space. Building two will contain 3,000 sq. ft. of retail, 6,000 sq. ft. of office space and 3,000 sq. ft. for a bank. The parcels are located in the Neighborhood Commercial (NC) zone district. This project will be subject to Administrative (Type I) review.

Please see the following summary of comments regarding the project request referenced above. The comments offered informally by staff during the Conceptual Review will assist you in preparing the detailed components of the project application. Modifications and additions to these comments may be made at the time of formal review of this project. If you have any questions regarding these comments or the next steps in the review process, you may contact the individual commenter or direct your questions through the Project Planner, Rebecca Everette, at 970-416-2625 or [reverette@fcgov.com](mailto:reverette@fcgov.com).

**Comment Summary:**

**Department: Zoning**

**Contact: Gary Lopez, 970-416-2338, [glopez@fcgov.com](mailto:glopez@fcgov.com)**

1. Sign and sign location should not appear on site plan. The sign code will determine such and signs approved separately by issuance of a sign permit.
2. Please note that the property is located in the Residential Neighborhood Sign District. For sign purposes if this property is considered part of the same "Neighborhood Service Center" which the shopping center to the west is then there is the potential for a larger ground sign up to 55 s.f. in size because there are no ground signs at present along E. Drake for the shopping center to the west.

If this is its own center it will be considered a Convenience Shopping Center limiting a ground sign to no more than 40 s.f. Please see LUC 3.8.7(E). This also addresses maximum wall signs heights/sizes for each of the two categories.

3. The trash enclosures seem to be a long distance from the building. For both practicality and logistics consider placing these more to the center of the lot. There are limits to distances these can be from a public sidewalk.



4. The trash enclosure design requirements can be found at LUC 3.2.5 addressing wall materials/color, service doors and individual person access doors, etc.
5. Bicycle storage rack/parking requirements can be found at LUC 3.2.2(C) which call out the minimum numbers required per building uses and sizes.

**Department: Water-Wastewater Engineering**

**Contact: Shane Boyle, 970-221-6339, [sboyle@fcgov.com](mailto:sboyle@fcgov.com)**

1. There are 8 inch water lines in Illinois, Limon, and Iowa; and a 24 inch main in Drake. There is an 8 inch sanitary sewer in part of Iowa ending in a manhole stub mid-lot in Iowa, an 8 inch sanitary sewer in Illinois that ends in a manhole in the intersection of Illinois and Limon, and a 24 inch sanitary sewer main in Drake.
2. It does not appear there are services lines to this site so new services will need to be installed as part of this project. With mixed use buildings, separate water and sewer services are required for the commercial and residential components of each building. Any buildings that are solely commercial can be served by the same service line. Also, separate services will be required for each parcel.
3. The water conservation standards for landscape and irrigation will apply. Information on these requirements can be found at: <http://www.fcgov.com/standards>
4. Development fees and water rights will be due at building permit.

**Department: Traffic Operations**

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

1. 24 k sf of retail, restaurant and office uses will generate enough traffic to require some sort of traffic review. If this property was identified and approved for this type and intensity of use through the master planning process, and any identified improvements already made, then a memo letter from a traffic engineer stating such may be sufficient. Please have your traffic engineer call me to scope the appropriate level of submittal.
2. Looks like there are sidewalks missing on three street legs - Illinois, Limon, and Iowa. Those will need to be added together with directional curb ramps at the corners.

**Department: Stormwater Engineering**

**Contact: Shane Boyle, 970-221-6339, [sboyle@fcgov.com](mailto:sboyle@fcgov.com)**

1. This site is part of the overall Rigden Farm drainage plan. A letter verifying compliance with that plan is needed from an engineer registered in Colorado. It should address the impervious area proposed and the drainage patterns.
2. Detailed grading and erosion control plans are required since the approved plan is being modified.
3. There are storm sewers in Illinois, Limon, and Iowa with inlets as shown on the map provided.
4. Low Impact Development (LID) requirements are required on all new or redeveloping property which includes sites required to be brought into compliance with the Land Use Code. These require a higher degree of water quality treatment for 50% of the new impervious area and 25% of new paved areas must be pervious. For more information please refer to the City's website where additional information and links can



be found at:

<http://www.fcgov.com/utilities/what-we-do/stormwater/stormwater-quality/low-impact-development>

5. The city wide Stormwater development fee (PIF) is \$6,313.00/acre (\$0.1449/sq.ft.) for new impervious area over 350 sq.-ft. and there is a \$1,045.00/acre (\$0.024/sq.ft.) review fee. 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/builders-fees.php> or contact Jean Pakech at 221-6375 for questions on fees.

**Department: Fire Authority**

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

1. FIRE LANES

General fire access is required to within 150' of all portions of every building. Additional access requirements come into play when buildings exceeding 30' in height. The proposed plan appears to meet general fire access requirements but depending upon ultimate location/relocation of the buildings within the site, an Emergency Access Easement may be required. Code language provided below.

IFC 503.1.1: Approved fire Lanes shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.

2. WATER SUPPLY

Hydrant spacing and flow must meet minimum requirements based on type of occupancy. A fire hydrant is required within 300' of either commercial building. The existing utility infrastructure appears to support the minimum requirement. Applicant shall verify. Code language provided below.

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

3. FIRE CONTAINMENT

Buildings exceeding 5000 square feet shall be sprinklered or fire contained. If containment is used, the containment construction shall be reviewed and approved by the Poudre Fire Authority prior to installation. Additional sprinkler requirements are driven by the occupancy group classification.

4. PUBLIC-SAFETY RADIO AMPLIFICATION SYSTEM

New buildings require a fire department, emergency communication system evaluation after the core/shell but prior to final build out. For the purposes of this section, fire walls shall not be used to define separate buildings. Where adequate radio coverage cannot be established within a building, public-safety radio amplification systems shall be designed and installed in accordance with criteria established by the Poudre Fire Authority. Poudre Fire Authority Bureau Admin Policy #07-01

**Department: Environmental Planning**

**Contact: Stephanie Blochowiak, 970-416-2401, [sblochowiak@fcgov.com](mailto:sblochowiak@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.



**Department: Engineering Development Review**

**Contact: Sheri Langenberger, 970-221-6573, [slangenberger@fcgov.com](mailto: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 additional information on these fees, please see: <http://www.fcgov.com/engineering/dev-review.php>
3. Any damaged curb, gutter and sidewalk existing prior to construction, as well as streets, sidewalks, curbs and gutters, destroyed, damaged or removed due to construction of this project, shall be replaced or restored to City of Fort Collins standards at the Developer's expense prior to the acceptance of completed improvements and/or prior to the issuance of the first Certificate of Occupancy.
4. All public sidewalk, driveways and ramps existing or proposed adjacent or within the site need to meet ADA standards, if they currently do not, they will need to be reconstructed so that they do meet current ADA standards as a part of this project. The existing driveway will need to be evaluated to determine if the slopes and width will meet ADA requirements or if they need to be reconstructed so that they do.
5. Any public improvements must be designed and built in accordance with the Larimer County Urban Area Street Standards (LCUASS). They are available online at:  
<http://www.larimer.org/engineering/GMARdStds/UrbanSt.htm>
6. A wider sidewalk along Illinois Ave was approved with the diagonal street parking proposal and should be incorporated into this plan. Sidewalk along the other frontage will need to be designed and constructed.
7. This project is responsible for dedicating any right-of-way and easements that are necessary for this project.
8. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
9. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
10. LCUASS parking setbacks (Figure 19-6) apply and will need to be followed depending on parking design.
11. Access location will need to meet spacing requirements. An access location out to Illinois can be done, more parking than you have shown on your plan will be eliminated due to the need setbacks to the access point and the curb design that allows for street sweeper access. We will need to work with traffic operations regarding the spacing needs for parking and driveway separation. Likely an additional street inlet will need to be installed to collect the drainage in the parking.
12. Project is subject to all applicable street cut fees.
13. The plan notes that rain gardens are proposed in the parkway. Rain gardens can be installed provided that they meet standards and criteria which are under development. Where placed next to on street parking a sidewalk adjacent to the curb and connections to the detached sidewalk will need to be provided and likely will not fit within the parkway width that exists. So where adjacent to parking additional right-o-way will likely be needed to accommodate this. It may be easier to do these in the bulb out areas especially at the east end where you are adjacent to an inlet.
14. Site drainage cannot drain out to the street over the sidewalk, therefore a sidewalk chase will need to be used to take any site drainage that is directed out to the street.

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

1. Light & Power has existing power available along Drake Rd. adjacent to these lots. Electric Capacity Fee, Building Site charges and any system modification charges necessary will apply.
2. Owner will need to submit a C-1 Form and a One-line diagram for each building to Light & Power Engineering to determine power needs.
3. Owner will need to coordinate transformer locations with Light & Power Engineering. Transformers must be within 10' of an all weather driveover surface for a line truck.  
Contact Light & Power Engineering @ 970-221-6700 with any questions or concerns.
4. NOTE (Planning Services): Transformers must be screened from view from public streets by landscaping or by an enclosure meeting the clearance standards of Light & Power.

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

1. This property is located in the Neighborhood Commercial (NC) zone district, and will be subject to the Land Use Code (LUC) standards in Division 4.23. The proposed uses are permitted in the NC zone, subject to review and approval by an administrative hearing officer. A neighborhood meeting is not required.
2. The intent of the NC district is to establish an integral, town-like pattern of development. In particular, section 4.23(D)(1) specifies that similar buildings and land uses should face each other on a block to the maximum extent feasible. For this site, this might be better accomplished by moving one of the buildings to the corner of Drake and Illinois to face the uses across Illinois and provide frontage on Drake.

The buildings should align with previously established building and sidewalk relationships and located on the corners of the property anticipated to have the greatest pedestrian traffic. If the building on the southeast corner of the site could be moved to the corner of Illinois and Drake, it would fit the "Main Street"-style pattern of development along Illinois. Alternatively, you could explore dedicating additional ROW to provide diagonal parking on Limon instead of Illinois.

3. This proposal shows a good framework of connecting walkways. I appreciate the connections around all sides of the buildings and to adjacent properties, as well as the gathering space between the buildings. For areas where pedestrians are forced to cross drive aisles or parking lot entrances, consider using special paving or other treatments to clearly delineate crossing areas.
4. A landscape plan that meets the requirements for LUC section 3.2.1 (including requirements for parking lot landscaping) will need to be included with your submittal.
5. Bicycle parking requirements will need to be met, per LUC section 3.2.2(C)(4). Based on what is shown on the plan, a minimum of 18 bicycle parking space need to be provided. At least 3 of these would need to be enclosed, and the remainder could be provided as fixed racks. Bicycle parking should be located in areas that are visible and convenient to building entrances.
6. The calculations and amount of parking shown on the plan are consistent with the LUC standards. Please note that new parking minimums for commercial development were recently adopted by City Council, and the Land Use Code will soon be updated to include those. This is not likely to be an issue for this project.



7. The design and scale of the buildings should be compatible with the context and architecture of nearby development. Consider colors, materials, roof lines, proportions, window and door patterns, and other design treatments that are similar to other buildings in the vicinity. Any rooftop mechanical equipment should be screened from view.
8. If the buildings remain in the current configuration, a low wall and landscaping should be used to screen the parking area from Drake. The parking wall should wrap around at Drake & Illinois and Drake & Iowa to provide screening at those corners, as well.

The existing screening walls at the adjacent King Soopers and the Home Depot on Lemay offer good examples.

9. Note that a 11.5-foot sidewalk with trees in grates was previously approved for Illinois Dr.
10. Ensure that the trash enclosures have adequate room for recycling bins, as well.
11. This project could be submitted as a combined Project Development Plan (PDP)/Final Development Plan (FDP), which would streamline the review process. When you are ready to make a formal submittal, please contact me to set up a meeting with Plannign Services and Engineering to discuss submittal requirements.
12. 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.
13. 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.
14. 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>.
15. 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.
16. Please see the Submittal Requirements and Checklist at:  
<http://www.fcgov.com/developmentreview/applications.php>.
17. 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.
18. When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.

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

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

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

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

*20012 International Building Code (IBC)*

*2012 International Residential Code (IRC)*

*20012 International Energy Conservation Code (IECC)*

*2012 International Mechanical Code (IMC)*

*2012 International Fuel Gas Code (IFGC)*

*2012 International Plumbing Code (IPC) as amended by the State of Colorado*

*2014 National Electrical Code (NEC) as amended by the State of Colorado*

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

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

Frost Depth: 30 inches.

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

Seismic Design: Category B.

Climate Zone: Zone 5.

#### **Energy Code Use**

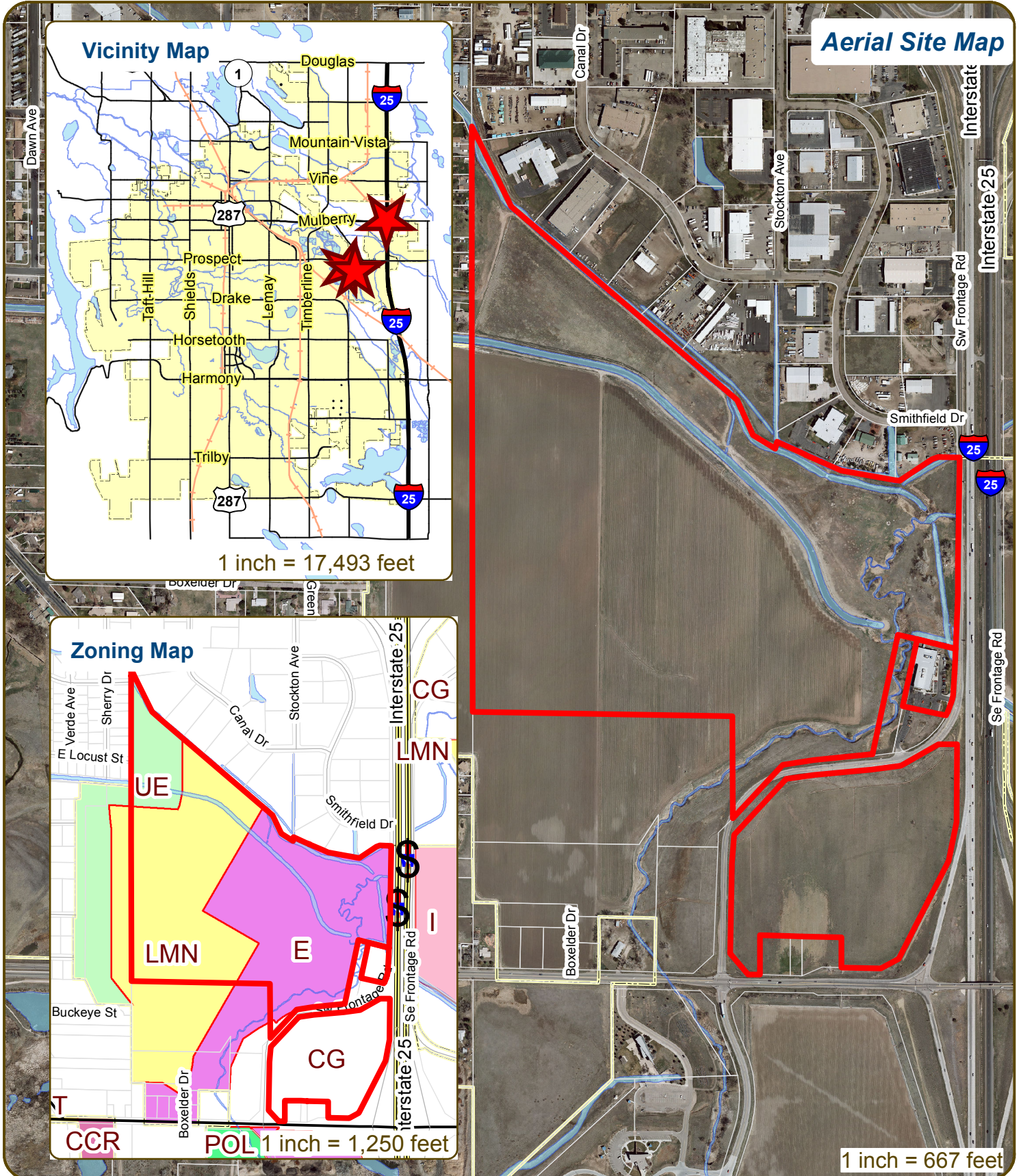
1. Single Family; Duplex; Townhomes: *2012 IRC* Chapter 11 or *2012 IECC* Chapter 4.
2. Multi-family and Condominiums 3 stories max: *2012 IECC* Chapter 4 Residential Provisions.
3. Commercial and Multi-family 4 stories and taller: *2012 IECC* Chapter 4 Commercial Provisions.

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

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



# 1303 SW Frontage Outdoor Storage



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## Development Review Guide – STEP 2 of 8

### CONCEPTUAL REVIEW: APPLICATION

#### General Information

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

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

Michael C. Hendry (Owner) Brad Hendry (Gen. Mgr)

**Business Name (if applicable)** Northern Colorado Euro Motorcycles

**Your Mailing Address** 1303 SW Frontage Road, Fort Collins CO 80524

**Phone Number** 303-809-6422 **Email Address** principal@coloradoeuro.com

**Site Address or Description** (parcel # if no address) Area North of 1303 SW Frontage Rd with the Ditch to the East and the Box Elder Creek to the West.

**Description of Proposal** (attach additional sheets if necessary) Outdoor storage area from north side of existing building enclosed by a wooden fence with appropriate gates for access and existing easement.

**Proposed Use** Outdoor storage **Existing Use** none.

**Total Building Square Footage** 0 **S.F. Number of Stories** — **Lot Dimensions** \_\_\_\_\_

**Age of any Existing Structures** none.

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

**Increase in Impervious Area** approx 100' x 120' = 12,000 sq ft end use. 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?



## Michael Hendry

**From:** Brad Hendry <salesmgr@coloradoeuro.com>  
**Sent:** Thursday, October 16, 2014 8:44 AM  
**To:** 'Michael Hendry'  
**Subject:** aerial

*mm*

*mm*



SW

1500

Lake Canal

INTERSTATE 25

25

RD



December 02, 2014

Michael Hendry  
Northern Colorado Euro Motorcycles  
1303 SW Frontage Rd  
Fort Collins, CO 80524

**Re:** 1303 SW Frontage - Outdoor Storage

**Description of project:** This is a request to build an outdoor storage yard at 1303 SW Frontage Rd (parcel #s 8716427001 and 8716400001). The yard will be enclosed by a wooden fence with gates for vehicular access. The parcels are located in the Employment (E) and General Commercial (CG) zone districts. This project will be subject to the Addition of Permitted Use (APU) process.

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

**Comment Summary:**

**Department:** Zoning

**Contact:** Gary Lopez, 970-416-2338, [glopez@fcgov.com](mailto:glopez@fcgov.com)

1. A modification will be required for the proposed materials for the screening of the outdoor storage area. LUC 3.5.1(I)(4) requires that "Materials, color, and design of screening walls shall conform to those used as predominant materials and colors on the building."
2. Lighting standards must be met if you intend on providing security lighting for the yard. Please see LUC 3.2.4.
3. There is a provision in the E zoning district allowing the use of security arms and barbed wire strands atop protective fences/walls. Please see LUC 3.8.11(B)(2) for conditions.
4. If wood materials are approved note that if the fence or wall is higher than 6' it can be no closer than 3' from any property line.
5. While the walls/fences would not directly abut the frontage road fence/wall standards should be adopted for the south (n-e corner of bldg.), north, and east walls. Standards include incorporating articulation, decorative columns and landscaping to help break up the wall/fence lengths. Please see LUC 3.8.1(A).
6. While the actual storage area does not need to be hard surfaced access from the parking lot to the bay or gate doors entering the area will need to be hard surfaced.



**Department: Water-Wastewater Engineering**

**Contact:** Shane Boyle, 970-221-6339, [sboyle@fcgov.com](mailto:sboyle@fcgov.com)

1. This site is not within the City water/wastewater service area.

**Department: Traffic Operations**

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

1. This looks like an outdoor storage facility being added to an existing business? Will the storage area create any significant amount of additional traffic? The City will need a narrative with the submittal that explains if this is expected to be a minimal traffic increase. If added traffic is in excess of 20%, then you may need to get an updated access permit from the Colorado Department of Transportation who has jurisdiction over the Frontage Road. Contact me if you need their contact information.

**Department: Stormwater Engineering**

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

1. Floodplain - A small portion of this address is located in the FEMA-regulatory Cooper Slough/Boxelder 100-year floodway. The applicants are not proposing to do any work in the floodway as part of this project, but they should be aware of their location of the building and the proposed outdoor storage area in relation to the floodway. A FEMA Flood Risk Map will be distributed at the Conceptual Meeting.
2. Floodplain - Please contact Mark Taylor, 970.416.2494, [mtaylor@fcgov.com](mailto:mtaylor@fcgov.com), with any questions or comments.
3. No improvements or increases in impervious area are indicated in the application, so please contact the Stormwater Utility if this changes.
4. If the site is required to meet present Land Use Code requirements, onsite water quality treatment of the runoff is required. Water quality treatment methods are described in the Fort Collins Stormwater Manual, Volume 3-Best Management Practices (BMPs). A method that could be used on an existing site is to direct the downspouts to a landscape area. Another is if perimeter landscape buffers or parking lot medians are required, they could be used to treat the runoff in bio-retention areas or rain gardens.  
(<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guidelines-regulations/stormwater-criteria>)
5. If there is an increase in imperviousness greater than 1000 square feet a drainage report, erosion control report and construction plans are required and they must be prepared by a Professional Engineer registered in Colorado. The drainage report must address the four-step process for selecting structural BMPs. Standard operating procedures (SOPs) for all onsite drainage facilities need to be prepared by the drainage engineer. If there is less than 1,000 square feet of new impervious area on an existing development, a drainage letter along with a grading plan should be sufficient to document the existing and proposed drainage patterns. If there is less than 1,000 but more than 350 square feet of new impervious area; a site grading and erosion control plan is required instead of a complete construction plan set.

**Department: Fire Authority**

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

**1. GATES**

In order to maintain adequate fire access to the existing building with the addition of the fenced, outdoor storage yard, gating will be needed on the east and west sides. Code language is provided below. Please contact me with questions or comments.

IFC 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.

**2. FIRE LANES**

Please provide a site plan showing the full extent of the public access easement recorded for this site.

**Department: Environmental Planning**

**Contact:** Stephanie Blochowiak, 970-416-2401, [sblochowiak@fcgov.com](mailto:sblochowiak@fcgov.com)

1. An Ecological Characterization Study is required by Section 3.4.1 (D)(1) as the site is within 500 feet of a known natural habitat (Boxelder Creek and a Canal). Please note the buffer zone standards range from 50 to 100' for these features, as identified in Section 3.4.1(E) of the Land Use Code, as you proceed with your site design process.

Please note that the Ecological Characterization Study is due a minimum of 10 days prior to the PDP submittal.

2. With respect to lighting, the City of Fort Collins Land Use Code, in Article 3.2.4(D)(6) requires that "natural areas and natural features shall be protected from light spillage from off site sources." Thus, lighting from the parking areas or other site amenities shall not spill over to the buffer areas.
3. Within the buffer zone, according to Article 3.4.1(E)(1)(g), the City has the ability to determine if the existing landscaping within the buffer zone is incompatible with the purposes of the buffer zone. Please ensure that your ECS discusses the existing vegetation and identifies potential restoration options. If it is determined to be insufficient, then restoration and mitigation measures will be required.
4. 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.
5. 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 of the trees within this site have a DBH of greater than six inches, a review of the trees shall be conducted with Tim Buchanan, City Forester (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](mailto: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 additional information on these fees, please see: <http://www.fcgov.com/engineering/dev-review.php>
3. Any damaged curb, gutter and sidewalk existing prior to construction, as well as streets, sidewalks, curbs and gutters, destroyed, damaged or removed due to construction of this project, shall be replaced or restored to City of Fort Collins standards at the Developer's expense prior to the acceptance of completed improvements and/or prior to the issuance of the first Certificate of Occupancy.
4. All public sidewalk, driveways and ramps existing or proposed adjacent or within the site need to meet ADA standards, if they currently do not, they will need to be reconstructed so that they do meet current ADA standards as a part of this project. The existing driveway will need to be evaluated to determine if the slopes and width will meet ADA requirements or if they need to be reconstructed so that they do.
5. Any public improvements must be designed and built in accordance with the Larimer County Urban Area Street Standards (LCUASS). They are available online at: <http://www.larimer.org/engineering/GMARdStds/UrbanSt.htm>
6. This project is responsible for dedicating any right-of-way and easements that are necessary for this project.
7. The proposed storage area shown on the submitted plans goes beyond the boundary of the existing lot and is proposed over several private easements and a ditch culvert structure. The existing easement (that is referenced on the plat) identifies that the irrigation company has approved an easement in which a parking lot and grass vegetation can be installed and maintained.
8. Will need to obtain the Cache La Poudre Reservoir Ditch approval for this proposal. They will need to sign the plans identifying approval of the proposal.
9. Utility plans (grading plans) may be required.
10. If a new plat is proposed that expands the area beyond the existing plat a new Development Agreement will be needed and recorded once the project is finalized. If the plat boundaries include any additional frontage road frontage the property will be responsible for the adjacent street improvements (curb, gutter and sidewalk). A payment in lieu of construction would be accepted for this area due to the complexity of the ditch crossings.
11. This site is adjacent to CDOT roadway and all access to the site is governed by an access control plan. The access control plan will need to be followed and implemented with any project. Plans will be routed to CDOT for review and approval and the applicant may need to obtain an updated access permits from CDOT.

**Department: Electric Engineering**

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

1. Light & Power has an existing 3-phase transformer located at the Northeast corner of the building. The proposed fence cannot enclose the transformer. Maintain 3' of clearance along the sides and back of the transformer and 8' of clearance in front of the doors. Any modification or relocation of the existing electric facilities will be at the owners expense.



2. If the applicant anticipates any increase in electric load contact Light & Power engineering @ 970-221-6700 to discuss power needs.

## Planning Services

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

1. Your fencing will have to meet the requirements of section 3.8.11. You will not be allowed to use chain link fencing and the fence can be no taller than 4 feet along the front yard and no more than 6 feet tall along the rear and side yard. The materials should be high quality and match the materials and colors of the main building as much as possible.
2. You will be required to screen the storage area per the requirements outlined in 3.9.7. Your screening will need to be as tall as the equipment you are storing. This means that if you will be stacking pallets that you will have to provide screening that is at least as tall as your stacked equipment.
3. The fencing will also have to meet the requirements of 3.9.8. Your fencing will have to be comprised of high quality materials. The fence will have to be setback at least 6 feet from the public sidewalk and the 6 feet setback area will be landscaped with turf, shrubs and/or trees with a variety of species to provide a more aesthetic appearance.
4. All of the standards of section 3.9 will apply since your site is within the I-25 corridor.
5. The site lighting for the outdoor storage yard will need to meet the requirements of section 3.2.4. The lighting should be as unobtrusive as possible. The light sources will need to be shielded and prevent up-light, spill-light, glare and unnecessary diffusion on the adjacent property. Within 30 minutes of closing the lighting on the outdoor storage area shall be sufficient for security purposes only.
6. Any landscaping provided shall comply with the standards in section 3.2.1.
7. For this project, you will need to submit a Project Development Plan (PDP) since you will require a replat. You will also need to get an Addition of Permitted Use (APU) for a vehicle retail store with outdoor storage since the outdoor storage area will be in the Employment (E) zone district. You may also pursue a re-zone for the portion of your parcel that is in E to the General Commercial (CG) zone district like the rest of your parcel. We can chat about the process further as the Land Use Code did not foresee a business such as yours expanding and crossing over zone district boundaries.
8. All projects that go to the Planning & Zoning Board have a neighborhood meeting requirement. Since you have no neighbors within the notification area (800 feet), you can contact the Director of Planning, Cameron Gloss, about waving the neighborhood meeting requirement.
9. The proposed addition of permitted use is subject to Section 1.3.4 Addition of Permitted Uses, of the LUC. The proposed use is subject to a Type 2 (Planning and Zoning Board) review and public hearing. The applicant for this development request will be required to hold a neighborhood information meeting prior to formal submittal of the project. Type 2 development proposals are subject to the neighborhood meeting requirement, per Section 2.2.2 of the LUC. Please contact me at 221-6750, to assist you in setting a date, time, and location for a meeting. A planner and possibly other City staff, would be present to facilitate the meeting.
10. 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.

11. 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>.
12. 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.
13. Please see the Submittal Requirements and Checklist at:  
<http://www.fcgov.com/developmentreview/applications.php>.
14. 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.
15. When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.

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

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

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

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

*20012 International Building Code (IBC)*

*2012 International Residential Code (IRC)*

*20012 International Energy Conservation Code (IECC)*

*2012 International Mechanical Code (IMC)*

*2012 International Fuel Gas Code (IFGC)*

*2012 International Plumbing Code (IPC) as amended by the State of Colorado*

*2014 National Electrical Code (NEC) as amended by the State of Colorado*

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

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

Frost Depth: 30 inches.

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

Seismic Design: Category B.

Climate Zone: Zone 5.

#### **Energy Code Use**

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

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

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