

Conceptual Review Agenda

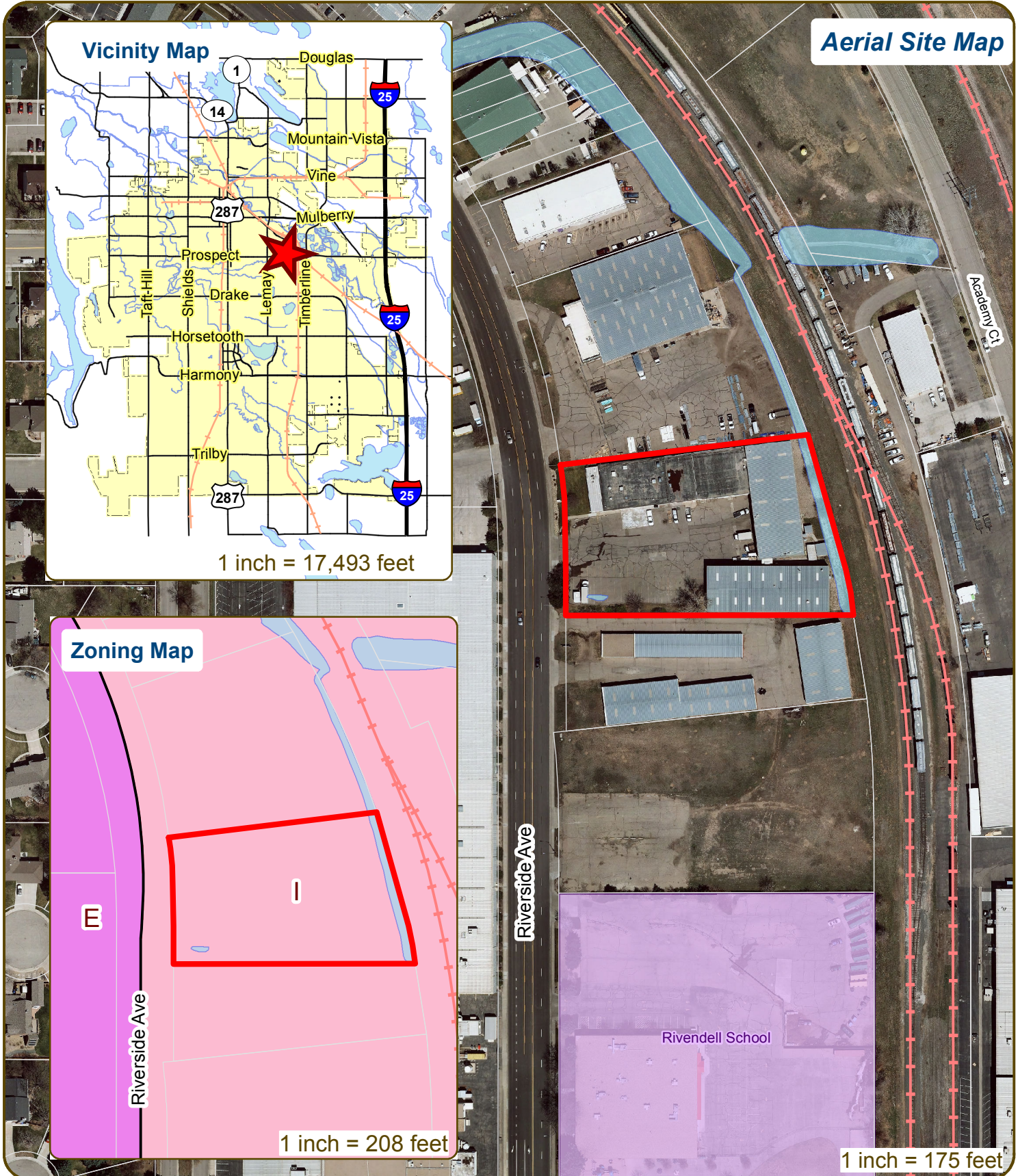
Schedule for 12/22/14 to 12/22/14

281 Conference Room A

Monday, December 22, 2014

Time	Project Name	Applicant Info	Project Description	Planner
11:00	1626 Riverside - Retail Marijuana Product Manufacturing Facility CDR140096	Aaron Wiechman (316) 291-8225 aaronw@petrolinc.com	This is a request to locate a retail marijuana product manufacturing facility at 1626 Riverside (Parcel #8718400008). The building might be used as a marijuana cultivation facility as well. The parcel is located in the Industrial (I) zone district. This project will be subject to Planning & Zoning Board (Type II) review.	Clay Frickey

1626 Riverside Retail Marijuana Product Manufacturing Facility



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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) _____

John K. Garvey, Manager / Aaron Wiechman, Manager (managers for owning entity)

Business Name (if applicable) 1626 Riverside, LLC - Will take possession Nov 12, 2014

Your Mailing Address 300 W. Douglas, Suite 1050 Wichita, KS 67202

Phone Number 316-291-8225 **Email Address** aaronw@petrolinc.com

Site Address or Description (parcel # if no address) 1626 Riverside Avenue Fort Collins, CO 80524

Description of Proposal (attach additional sheets if necessary) _____

See attached sheet.

Proposed Use Marijuana products manufacture and/or Cultivation **Existing Use** Document Storage

Total Building Square Footage 9,677 **S.F. Number of Stories** 9,677 **Lot Dimensions** _____

Age of any Existing Structures 28 years

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

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

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

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

Increase in Impervious Area 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?

Description of Proposal

The entire property currently has the following 3 tenants:

Building 1: Painters Supply – Wholesale paint and painting supply warehouse.

Building 2: Winair – Wholesale heating and cooling systems and parts warehouse

Building 3: ProDoc – Document storage (vacating premises 11/30/14)

The tenant in Building 3 will be vacating the property 11/30/14. We would like to get approval to lease the facility to a tenant who holds either a retail marijuana products manufacturing license for both the manufacturing of the product and the associated cultivation facility, or a licensed marijuana retailer using the premises for their associated cultivation facility (no retail sales).

As landlords, we would like to be able to have the use pre-approved so that we can actively market the property to a suitable tenant and work with them to build out the facility using the approved guidelines as required by the Marijuana Enforcement Division and all local building codes. This would include a security system that allows for remote monitoring by the enforcement division as well as significant upgrades to the HVAC , electrical system and available power.

Winair has shown some interest in taking over the larger space and giving up a smaller space they already occupy. In this scenario we would have a smaller 4,200 sq ft. space available to market for the same uses described above. It may make sense to get the proposed uses approved for the entire property, but only part of it will be expected to be utilized in that fashion at the current time.

Attached is a page from a current leasing brochure that shows the different buildings and highlights the possible available space.

Also attached is a land use map showing that the property is located in a zone approved for medical marijuana cultivation.

1626 RIVERSIDE AVENUE

FORT COLLINS, COLORADO

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Erik Broman
970.229.9900
broman@realtec.com

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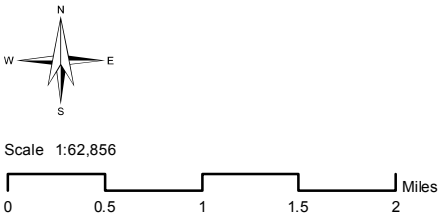
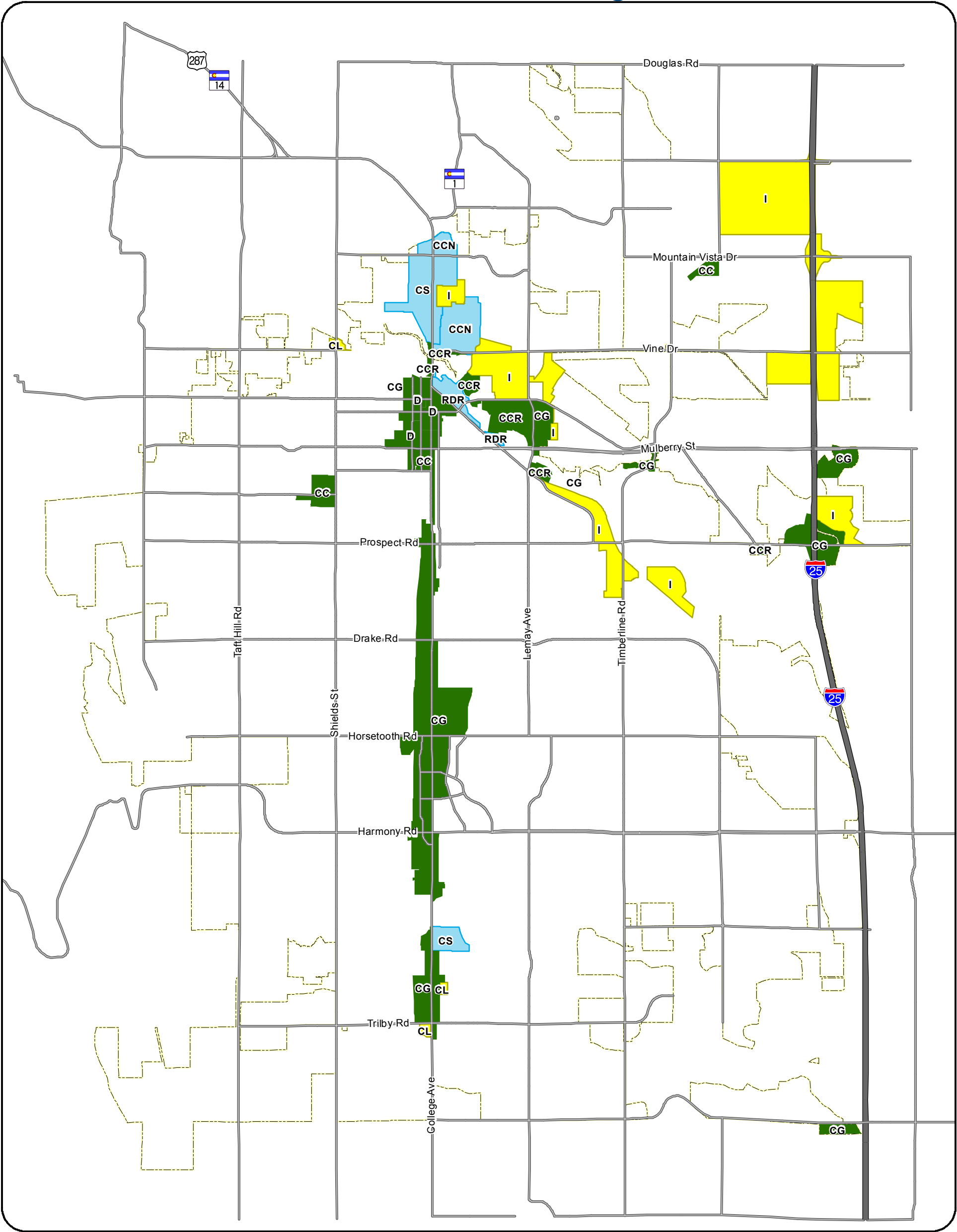
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Medical Marijuana

Land Available that meets Zoning Restrictions



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-  Zones that allow only MMDs - 1703 Acres City Wide
-  Zones that allow only a Cultivation Facility - 1555 Acres City Wide
-  Zones that allow both MMDs and Cultivation - 518 Acres City Wide





December 30, 2014

Aaron Wiechman
1626 Riverside, LLC
300 W Douglas
Suite 1050
Wichita, KS 67202

Re: 1626 Riverside - Retail Marijuana Product Manufacturing Facility

Description of project: This is a request to locate a retail marijuana product manufacturing facility at 1626 Riverside (Parcel #8718400008). The building might be used as a marijuana cultivation facility as well. The parcel is located in the Industrial (I) zone district. This project will be subject to Planning & Zoning Board (Type II) review.

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

Comment Summary:

Department: Zoning

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

1. The last map in the submittal is does not include retail marijuana related facilities being cultivation and product manufacturing facilities as you requested. Note that retail marijuana testing facilities are also permitted the Industrial (I) District as a type 1 or administrative review.
2. Is the site plan appearing on page 4 of the submittal representative of what's proposed? The photo on page 4 shows a different layout.
3. Additional landscaping will be required within the parking lot in the form of landscaped islands. The two islands shown are not large enough and an additional island is required in front of the Painter's Supply section midway between the 17 stalls shown there.

For the vehicle use area landscape setback from the public Right-of-way is 15' and from the interior lot lines is 5'.

4. An additional tree is recommended for the landscaped area to the west of the Painter's Supply building. This can be an ornamental such as crabapple with min. 2" caliper base.
5. All visible rooftop mechanical (HVAC, etc) seen from the street must have solid screening at the north/west/south side of such mechanicals.

6. Any outdoor building or pole lighting must be down directional meeting LUC 3.2.4.
7. One photo shows a trash dumpster within the parking lot. Trash dumpsters and outdoor recycling bins must be fully enclosed within an enclosure or enclosures meeting LUC 3.2.5. Similarly any outdoor storage must be enclosed in the same manner meeting LUC 3.5.1(l).
8. The uses requested generally require inflow and outflow venting from/to the exterior. All vents must be painted to match the building/roof color where they protrude through. Similarly, all existing vents should also be painted in the same manner.

Department: Traffic Operations

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

1. Since this is a manufacturing / cultivation facility with NO retail sales going into an existing building, the amount of traffic generated by this use is assumed to be minimal and is not expected to rise to the threshold of needing a TIS. Based on section 4.2.3.D of LCUASS, the Traffic Impact Study requirement can be waived.

Department: Fire Authority

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

1. HAZARDOUS MATERIALS IMPACT STUDY

Will this facility be engaged in extraction processes? Full disclosure of product manufacturing, handling and processing shall be made available to the Poudre Fire Authority. An HMIA may be needed at time of building permit based on types and quantities of hazardous material stored or used on site. Code language is provided below.

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

2. FIRE LANES

Fire lanes are required to within 150' of all portions of every building. At this time, a large portion of the facility is considered out of access by current standards. The existing condition shall remain acceptable as long as the property is not undergoing a change of use. Any future development on this site may prompt the need for an Emergency Access Easement on the property.

> 2012 IFC 503.1.1: Approved fire Lanes shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility. When any portion of the facility or any portion of an exterior wall of the first story of the building is located more than 150 feet from fire apparatus access, the fire code official is

authorized to increase the dimension if the building is equipped throughout with an approved, automatic fire-sprinkler system.

3. WATER SUPPLY

Hydrant spacing and flow must meet minimum requirements based on type of occupancy. The fire code requires a hydrant to be within 300' of a commercial structure. At this time, the closest hydrant appears to be approximately 525' away. The existing condition shall remain acceptable as long as the property is not undergoing a change of use. Any future development on this site may prompt the need for an additional hydrant.

> 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, on 600-foot centers thereafter.

4. PREMISE IDENTIFICATION

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

5. GROW FACILITIES

Grow facilities for marijuana must meet minimum fire hazard and exit requirements. The applicant is responsible for obtaining and completing a "Marijuana Check Sheet". The check sheet is available from the City of Fort Collins at such time a business permit is obtained. The completed check sheet is to be returned to the Poudre Fire Authority as directed. This document will be reviewed with the applicant at time of final inspection. For more information, contact PFA Captain Shawn McGaffin at 416-2863.

6. KEY BOXES REQUIRED

According to our database, the building has a fire sprinkler system. Knox Box keys are required to be updated as needed.

7. ADDITIONAL COMMENTS

Additional fire department comments may be due at time of building permit.

Department: Environmental Planning

Contact: Stephanie Blochowiak, 970-416-2401, 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 (pond). However, as there is an intervening parcel and a road between the pond and this property, and the standard buffer would not extend to this project's parcel, the ECS is waived for this site. However, please consider the use of native plants and grasses to compliment the natural feature, in accordance with Article 3.2.1 (E)(2)(3) of the Land Use Code.
2. With respect to landscaping and design, the City of Fort Collins Land Use Code, in Article 3.2.1 (E)(2)(3), requires that you use native plants and grasses in your landscaping or re landscaping and reduce bluegrass lawns as much as possible.
3. 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: Marc Virata, 970-221-6567, mvirata@fcgov.com

1. Larimer County Road Impact Fees and Street Oversizing Fees are due at the time of building permit. Please contact Matt Baker at 224-6108 if you have any questions.
2. The City's Transportation Development Review Fee (TDRF) is due at the time of submittal. For additional information on these fees, please see: <http://www.fcgov.com/engineering/dev-review.php>
3. Any damaged curb, gutter and sidewalk existing prior to construction, as well as streets, sidewalks, curbs and gutters, destroyed, damaged or removed due to construction of this project, shall be replaced or restored to City of Fort Collins standards at the Developer's expense prior to the acceptance of completed improvements and/or prior to the issuance of the first Certificate of Occupancy.
4. All public sidewalk, driveways and ramps existing or proposed adjacent or within the site need to meet ADA standards, if they currently do not, they will need to be reconstructed so that they do meet current ADA standards as a part of this project. The existing driveway will need to be evaluated to determine if the slopes and width will meet ADA requirements or if they need to be reconstructed so that they do. The sidewalk crossing of the existing driveways likely do not meet the ADA standards and will need to be fixed.
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. Additional right-of-way will likely need to be dedicated along Riverside Drive. Since the property is not platted I am not completely sure what the right-of-way currently is along this property, but most all properties along here have been required to dedicated additional right-of-way.
7. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
8. An excavation permit will need to be obtained prior to starting any work within the right-of-way.
9. LCUASS parking setbacks (Figure 19-6) apply and will need to be followed depending on parking design.

Department: Electric Engineering

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

1. Contact Light and Power Engineering, 970-221-6700, if the electric service needs to be upgraded. If the service does need to be upgraded electric development and system modification charges will apply.

Planning Services

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

1. There is currently insufficient landscaping on the interior of the parking lot. According to 3.2.2(M)(1), 6% of the interior space of the parking lot will need to be landscaped. You can provide the necessary interior landscaping through landscape islands. Landscape islands should be evenly dispersed to maximize shading. Each landscape island shall include one canopy tree.

2. You will need to provide four bicycle parking spaces according to 3.2.2(C)(4). These spaces can be provided via a fixed rack or a parking enclosure.
3. This site has not been platted. You will have to plat this parcel as part of your Project Development Plan (PDP) submittal.
4. The walkway on your site does not connect with the sidewalk on Riverside. 3.2.2(C)(5) requires that walkways on the interior of your site connect with the sidewalk. Staff also noticed there is not a walkway that connects to the building entrance next to the loading docks. Staff would like to see a connecting walkway provided for that entrance.
5. You will need to screen all rooftop mechanical equipment according to the provisions of 3.5.1(I)(6). All rooftop mechanical equipment is required to be screened from public view and integrated into the building design to the maximum extent feasible.
6. If you end up having a different tenant, the type of review process for this project might change. For a list of uses allowed in the Industrial zone district and their associated review processes, please consult the Fort Collins Land Use Code online at <http://www.colocode.com/fclandusehtml.html>. The part of the Land Use Code you should reference is Article 4, Division 4.28 - Industrial District (I).
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. 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.