

Conceptual Review Agenda

Schedule for 02/02/15 to 02/02/15

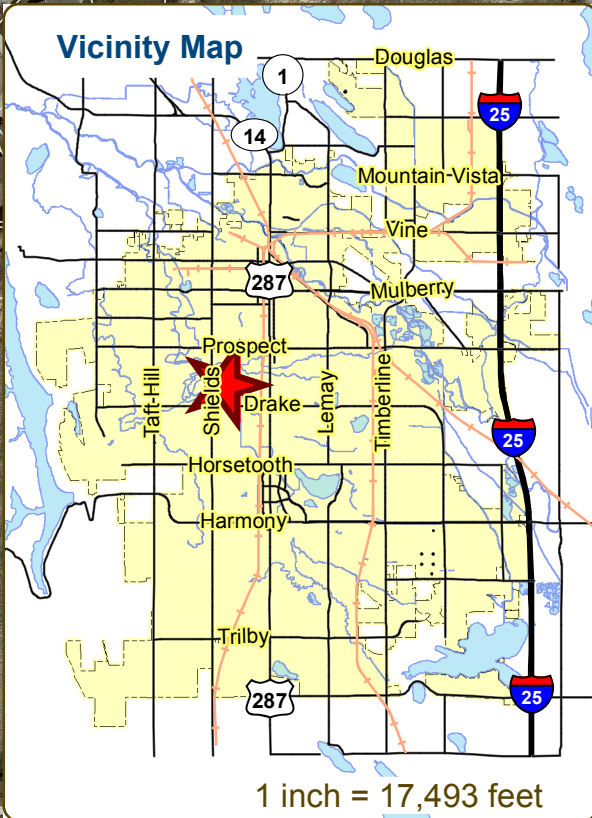
281 Conference Room A

Monday, February 2, 2015

Time	Project Name	Applicant Info	Project Description	Planner
10:15	Centre for Advanced Technology - Office CDR150006	Cathy Mathis (970) 532-5891 cathy@tbgroupp.us	This is a request to construct a 28,000 square foot office building in the Centre for Advanced Technology (parcel #9723351002). The building will be 2 stories and will have 102 parking spaces. The site is located in the Employment (E) zone district. This proposal will be subject to Administrative (Type I) review.	Clay Frickey
11:00	2424 Kechter - Subdivision and Annexation CDR150007	Craig Skinner (970) 222-3218 skinnercraig@hotmail.com	This is a request to annex and subdivide a parcel at 2424 Kechter Road (parcel #8605306006). The applicant is looking to subdivide the parcel upon annexation and construct multiple single-family homes. The site will likely be zoned Low Density Mixed-Use Neighborhood (LMN). This proposal will be subject to the Annexation process.	Clark Mapes

Centre for Advanced Technology Office

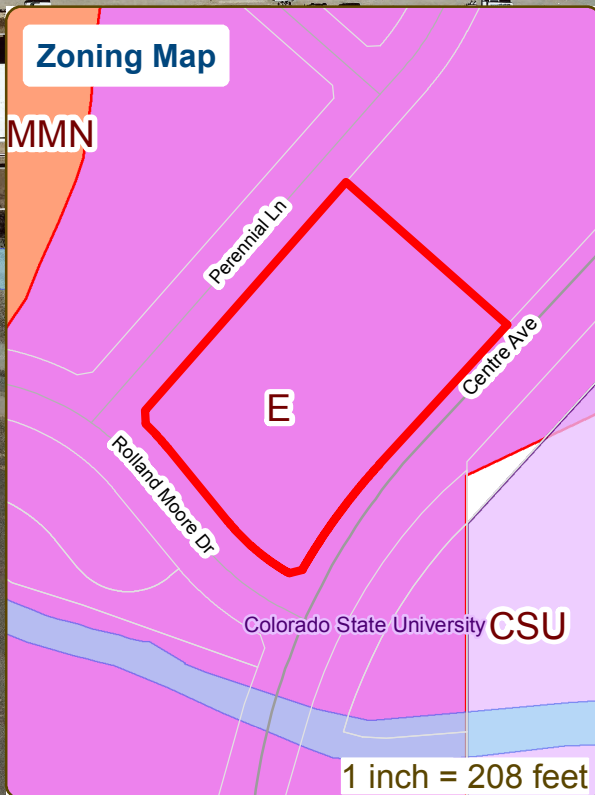
Vicinity Map



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) Cathy Mathis, TBGroup, land planning consultant

Bo Brown, Project Manager representing CSURF, property owner; Nick Haws, Northern Engineering Services, civil engineer; Justin Larson, VFLA, architect

Business Name (if applicable) _____

Your Mailing Address _____

Phone Number 970.532.5891 **Email Address** cathy@tbgroup.us

Site Address or Description (parcel # if no address) Lot 2, Centre for Advanced Technology 23rd Filing

Description of Proposal (attach additional sheets if necessary) Request for new construction of a 28,000 sq. ft. office building.

There are 89 parking spaces proposed north of the building and 13 spaces proposed on the south side of the building. Access is from Rolland Moore Dr.

and Perennial Lane with a shared access with the Sunshine House Day Care Facility

Proposed Use Office **Existing Use** Vacant

Total Building Square Footage 28,500 +/- **S.F. Number of Stories** 2 **Lot Dimensions** 330' x 233' (1.88 acres)

Age of any Existing Structures No

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>.

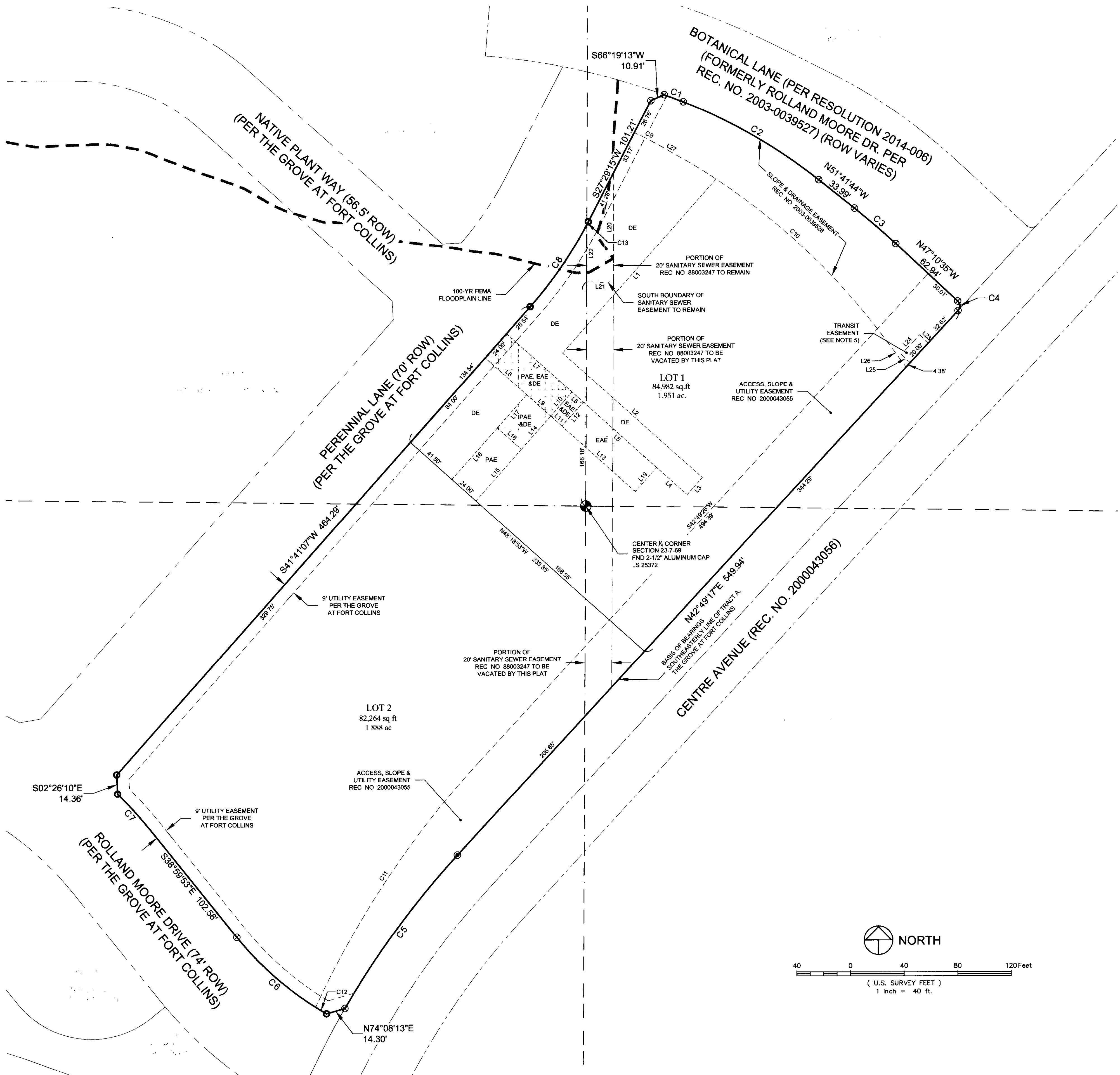
Increase in Impervious Area Already accounted for in previous design reports **S.F.**
(Approximate amount of additional building, pavement, or etc. that will cover existing bare ground to be added to the site)

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?

CENTRE FOR ADVANCED TECHNOLOGY 23RD FILING SUNSHINE HOUSE - FC 139

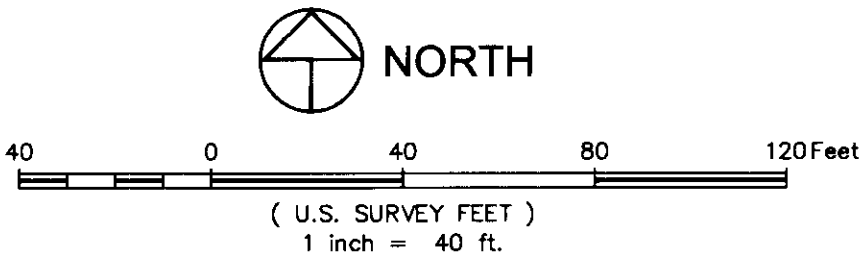
A REPLAT OF TRACT A, THE GROVE AT FORT COLLINS, LOCATED IN SECTION 23, TOWNSHIP 7 NORTH, RANGE 69 WEST
OF THE 6TH PRINCIPAL MERIDIAN, CITY OF FORT COLLINS, COUNTY OF LARIMER, STATE OF COLORADO



CURVE TABLE					
CURVE	DELTA	RADIUS	LENGTH	BEARING	CHORD
C1	1°41'06"	518.00'	15.23'	N69°16'37"W	15.23'
C2	16°44'18"	400.00'	116.86'	N80°03'54"W	116.44'
C3	4°31'08"	513.00'	40.46'	N49°26'10"W	40.45'
C4	89°59'52"	5.00'	7.85'	N02°10'39"W	7.07'
C5	12°35'55"	644.00'	141.61'	N36°31'21"E	141.32'
C6	21°15'14"	238.00'	88.29'	S49°37'30"E	87.78'
C7	6°37'12"	312.00'	36.05'	S42°18'29"E	36.03'
C8	14°11'52"	310.00'	76.82'	S34°35'11"W	76.62'
C9	4°55'02"	250.00'	21.46'	N62°48'13"W	21.45'
C10	23°35'03"	500.00'	205.81'	N48°33'10"W	204.36'
C11	17°54'12"	700.00'	218.73'	S33°52'21"W	217.84'
C12	2°16'02"	238.00'	9.42'	S59°07'06"E	9.42'
C13	0°26'46"	310.00'	2.41'	N27°42'39"E	2.41'

LINE TABLE		
LINE	LENGTH	BEARING
L1	172.28'	N41°41'07"E
L2	139.55'	N48°18'53"W
L3	17.00'	N41°41'07"E
L4	30.50'	S48°18'53"E
L5	73.09'	N48°18'53"W
L6	11.41'	N48°18'53"W
L7	65.50'	S48°18'53"E
L8	41.50'	N48°18'53"W
L9	24.00'	S48°18'53"E
L10	24.00'	S41°41'07"W
L11	11.07'	S48°18'53"E
L12	24.00'	N42°29'50"E
L13	73.43'	S48°18'53"E
L14	33.00'	N41°41'07"E
L15	51.00'	S41°41'07"W
L16	24.00'	S48°18'53"E
L17	33.00'	N41°41'07"E
L18	51.00'	N41°41'07"E
L19	24.00'	N41°41'07"E
L20	81.63'	S00°15'48"W
L21	20.00'	N89°44'12"W
L22	42.78'	S00°15'48"W
L23	8.87'	S46°43'42"E
L24	20.00'	N43°16'18"E
L25	9.02'	N46°43'42"W
L26	26.20'	N36°45'40"W
L27	16.85'	N60°20'41"W

LEGEND	
	EASEMENT LINE
	EXISTING RIGHT-OF-WAY
	PROPOSED RIGHT-OF-WAY
	BOUNDARY LINE
	LOT LINE
	SECTION LINE
	SET #4 REBAR w/1" PLASTIC CAP, LS 14823
	SET NAIL & SHINER LS 14823
	FOUND NAIL & SHINER LS 14823
	DRAINAGE EASEMENT (DE)
	EMERGENCY ACCESS EASEMENT (EAE)
	PUBLIC ACCESS EASEMENT (PAE)
	EMERGENCY ACCESS & PUBLIC EASEMENT (EAE & PAE)



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

SECTION: 23
TOWNSHIP: 7N
RANGE: 69 W of the 6th PM

NORTHERN ENGINEERING

200 South College Avenue, Suite 10
Fort Collins, Colorado 80521
PHONE: 970.221.4158
FAX: 970.221.1158
www.northerneng.com

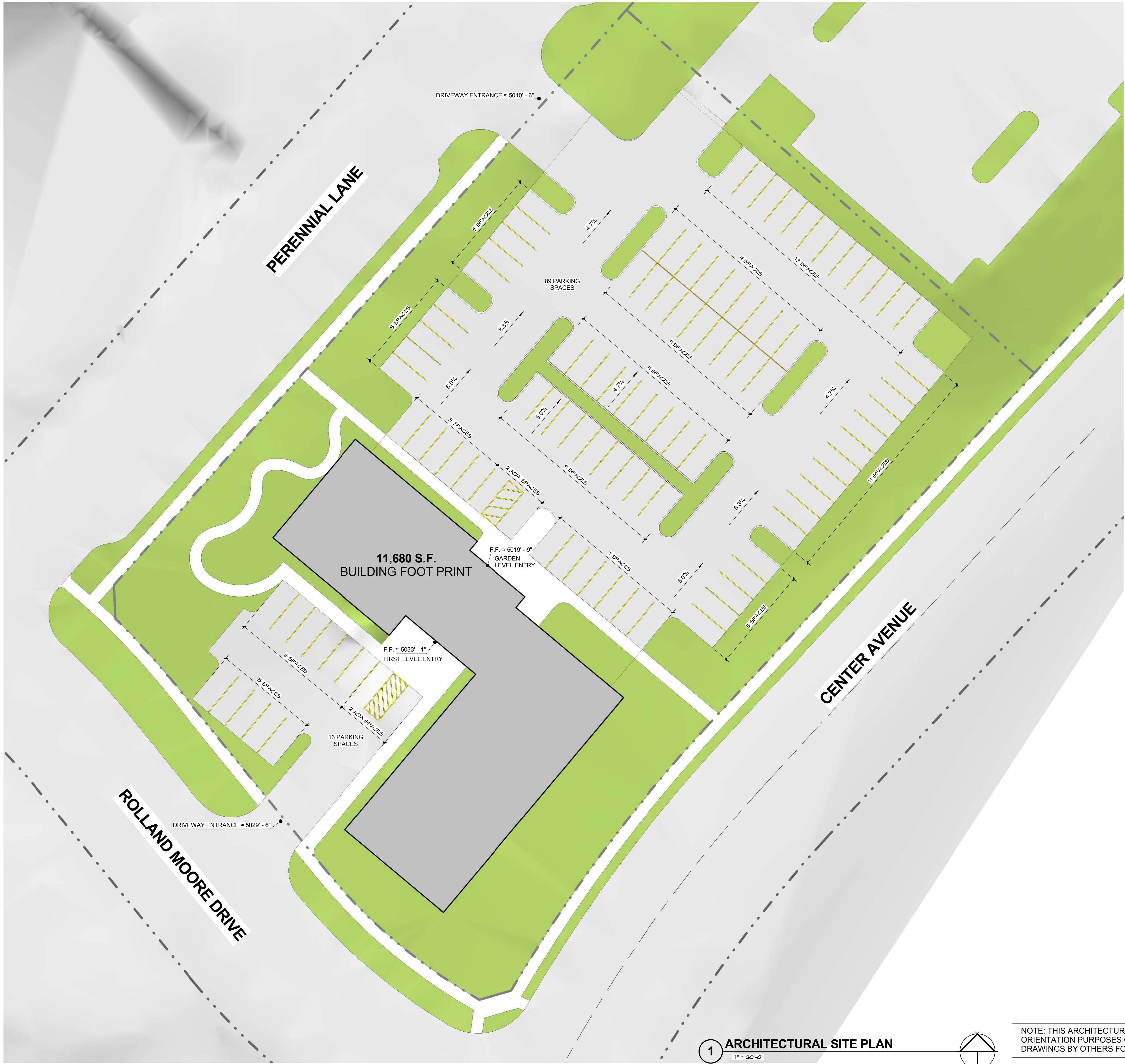
PROJECT: 232-023
DATE: 1/29/14
CLIENT: CSURF
SCALE: 1"=40'
DRAWN BY: L. Smith
REVIEWED BY: G. Gilliland

CENTRE FOR ADVANCED TECHNOLOGY 23RD FILING
CITY OF FORT COLLINS
STATE OF COLORADO

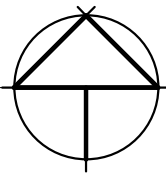
Sheet
2
Of 2 Sheets

G:\2014\14-122 - CSURF Lot 2 Cat 23rd\14 Rev\CSURF_Lot2_Cat23rd.rvt

1/9/2015 11:41:20 AM



1 ARCHITECTURAL SITE PLAN
1" = 20'-0"



NOTE: THIS ARCHITECTURAL SITE PLAN IS FOR GENERAL ORIENTATION PURPOSES ONLY. SEE CIVIL AND LANDSCAPE DRAWINGS BY OTHERS FOR ADDITIONAL INFORMATION.

PROJECT NUMBER: 2014-122

CAT 23rd - LOT 2

FORT COLLINS, COLORADO



VAUGHT FRYE LARSON architects

Strength in design. Strength in partnership.
Strength in community.

401 West Mountain Avenue, Suite 100 Fort Collins, CO 80521
ph: 970.224.1191 www.theartofconstruction.com

IN ASSOCIATION WITH:

CONCEPT DESIGN

Issue	No.	Description	Date
1			
2			
3			
4			
5			
6			

Revisions	No.	Description	Date

DRAWN BY: R.J.H.

CHECKED BY: J.C.L.

SEAL:

CONCEPTUAL
DESIGN
DRAWINGS
NOT FOR
CONSTRUCTION

COPYRIGHT: 1/9/2015 11:41:20 AM
VAUGHT FRYE LARSON ARCHITECTS, INC.
THIS DRAWING MAY NOT BE PHOTOGRAPHED, SCANNED, TRACED OR
COPIED IN ANY MANNER WITHOUT THE WRITTEN PERMISSION OF VFLA.

ARCHITECTURAL SITE PLAN

DRAWING NUMBER:

A0.2



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

February 09, 2015

Cathy Mathis
TB Group
444 Mountain Ave.
Berthoud, CO 80513

Re: Centre for Advanced Technology - Office

Description of project: This is a request to construct a 28,000 square foot office building in the Centre for Advanced Technology (parcel #9723351002). The building will be 2 stories and will have 102 parking spaces. The site is located in the Employment (E) zone district. This proposal will be subject to Administrative (Type I) review.

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

Comment Summary:

Department: Zoning

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

1. To establish "build-to" lines, buildings shall be located and designed to align or approximately align with any previously established building/sidewalk relationships that are consistent with this standard. Accordingly, at least thirty (30) percent of the total length of the building along the street shall be extended to the build-to line area. If a parcel, lot or tract has multiple streets, then the building shall be built to at least two (2) of them according to (b) through (d) below, i.e. to a street corner. If there is a choice of two (2) or more corners, then the building shall be built to the corner that is projected to have the most pedestrian activity associated with the building.

(b) Buildings shall be located no more than fifteen (15) feet from the right-of-way of an adjoining street if the street is smaller than a full arterial or has on-street parking.

2. LUC 3.2.4 A lighting plan is required that includes a photometric site plan and catalog cut-sheets.
3. LUC 3.2.1 A landscape plan is required which includes but is not limited to street trees (see section for further details)
4. LUC 3.2.2(K)(5) Handicap parking spaces are required in numbers per this section.

102 parking spaces would require 5 handicap spaces.

5. LUC 3.2.1(E)(5) A minimum of 6% of the interior space of all parking lots is required to be landscaped. Please show the calculations on how this is being met.
6. LUC 3.2.1(E)(4) Parking lot Pprimeter landscaping is required (these areas are not part of the interior landscaping).

The requirement along the nonarterial streets is a minimum average landscaped setback of 10 feet with a minimum width at any point of 5 feet.

Department: Water-Wastewater Engineering

Contact: Shane Boyle, 970-221-6339, sboyle@fcgov.com

1. Existing water mains in this area include 8" mains in Perennial Lane and Rolland Moore Drive and a 12" main in Centre Avenue. Existing sanitary sewers include an 8" main in Perennial Drive and an 18" main in Centre Avenue.
2. There is existing water and sewer service to the site. These services will either need to be used with this development or be abandoned. Coordinate abandonment with Water Utilities at 970-221-6700.
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

1. The project will generate enough traffic that we'll need traffic memo (not a full study). Contact me to scope the work
2. As you move forward in design you'll want to check the access spacing from the access on Rolland Moore to Centre Avenue to make sure it meets standards.

Department: Stormwater Engineering

Contact: Shane Boyle, 970-221-6339, sboyle@fcgov.com

1. 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 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 report requirements are in the Fort Collins Stormwater Manual, Section 1.3.3, Volume 3, Chapter 7 of the Fort Collins Amendments. If you need clarification concerning this section, please contact the Erosion Control Inspector, Jesse Schlam at 224-6015 or jschlam@fcgov.com.
2. Onsite detention is required for the runoff volume difference between the 100 year developed inflow rate and the 2 year historic release rate. Based on modeling submitted with The Grove development, which includes this site, detention is not required for this site based on the "Beat the Peak" analysis. Please submit dosumentation that the assumptions of that analysis are being met with this project.
3. Fifty percent of the site runoff is required to be treated using the standard water quality treatment as described in the Fort Collins Stormwater Manual, Volume 3-Best Management Practices (BMPs). This requirement is being met in the existing water quality pond northwest

of the site. Please submit documentation that the assumptions of that analysis are being met with this project.

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 \$7,817/acre (\$0.1795 sq.-ft.) for new impervious area over 350 sq.-ft., and there is a \$1,045.00/acre (\$0.024/sq.-ft.) review fee. No fee is charged for existing impervious area. These fees are to be paid at the time each building permit is issued. Information on fees can be found 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 Manual.
6. The design of this site must conform to the drainage basin design of the Spring Creek Basin Master Drainage Plan as well the Fort Collins Stormwater Manual.

Department: Fire Authority

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

1. WATER SUPPLY

Hydrant spacing and flow must meet minimum requirements based on type of occupancy. A hydrant shall be within 300' of the office building. This requirement has been met with the current utility infrastructure and no changes appear to be needed.

2. FIRE LANES

A fire lane shall be provided to within 150' of all portions of the building. Based upon initial review of the proposed site plan, the existing road infrastructure appears to satisfy this general requirement and therefore, no additional access easements would be required unless the building will exceed 30' in height by IFC definition. See IFC, Appendix D-105 for more information.

3. FIRE CONTAINMENT VS FIRE SPRINKLER SYSTEM

Building 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.

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

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 (wet meadows, and Larimer County Ditch #2). 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. Within the buffer zone, according to Article 3.4.1(E)(1)(g), the City has the ability to determine if the existing landscaping within the buffer zone is incompatible with the purposes of the buffer zone. Please ensure that your ECS discusses the existing vegetation and identifies potential restoration options. If it is determined to be insufficient, then restoration and mitigation measures will be required.
3. With respect to lighting, the City of Fort Collins Land Use Code, in Article 3.2.4(D)(6) requires that "natural areas and natural features shall be protected from light spillage from off site sources." Thus, lighting from the parking areas or other site amenities shall not spill over to the buffer areas.
4. With respect to landscaping and design, the City of Fort Collins Land Use Code, in Article 3.2.1 (E)(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: 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.
5. Access onto Rolland Moore Drive isn't preferred with its proximity to the Centre Avenue/Rolland Moore Drive intersection, and may not meet LCUASS requirements. Can this access be off of Perennial Lane or internally? The access, if allowed, would need to be directly across from the driveway access built with The Grove project.
6. 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.
7. 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>

8. This project is responsible for dedicating any right-of-way and easements that are necessary for this project.
9. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
10. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
11. LCUASS parking setbacks (Figure 19-6) apply and will need to be followed depending on parking design.

Department: Electric Engineering

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

1. System modification and development charges will apply at owner's expense.
2. C-1 form and one line diagram will need to be provided. Transformer location will need to be placed within 10' of an all weather drive over surface. The transformer will need 10' clearance in front, and 3' clearance on all sides.
3. Contact Light and Power to coordinate transformer and meter locations at 970-221-6700

Planning Services

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

1. You will need to provide 6 bike parking spaces per section 3.2.2(C)(4) of the Land Use Code. Two of these spaces will need to be enclosed with the remaining 4 provided via fixed racks.
2. The maximum parking allowed for a 28,000 sq. ft. office building is 84 parking spaces unless it is provided in a parking structure. The amount of parking shown on the site plan exceeds this maximum and would require an exception to the general office parking standards. The procedure for this exception can be found in section 3.2.2(K)(4) of the Land Use Code. You may also achieve the parking standards by following the alternative compliance guidelines in section 3.2.2(K)(3). Your other form of recourse is the modification process if you choose not to pursue the general office parking exception or alternative compliance measures.
3. The site plan will need to show a trash and recycling enclosure that is in compliance with section 3.2.5.
4. The building will need to fully comply with section 3.5.3, which outlines general building standards for commercial buildings.
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. This online guide features a color coded flowchart with comprehensive, easy to read information on each step in the process. This guide includes links to just about every resource you need during development review.

7. This development proposal will be subject to all applicable standards of the Fort Collins Land Use Code (LUC), including Article 3 General Development Standards. The entire LUC is available for your review on the web at <http://www.colocode.com/ftcollins/landuse/begin.htm>.
8. If this proposal is unable to satisfy any of the requirements set forth in the LUC, a Modification of Standard Request will need to be submitted with your formal development proposal. Please see Section 2.8.2 of the LUC for more information on criteria to apply for a Modification of Standard.
9. Please see the Submittal Requirements and Checklist at:
<http://www.fcgov.com/developmentreview/applications.php>.
10. The request will be subject to the Development Review Fee Schedule that is available in the Community Development and Neighborhood Services office. The fees are due at the time of submittal of the required documents for the appropriate development review process by City staff and affected outside reviewing agencies. Also, the required Transportation Development Review Fee must be paid at time of submittal.
11. When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.

Pre-Submittal Meetings for Building Permits

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

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

Construction shall comply with the following adopted codes as amended:

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.

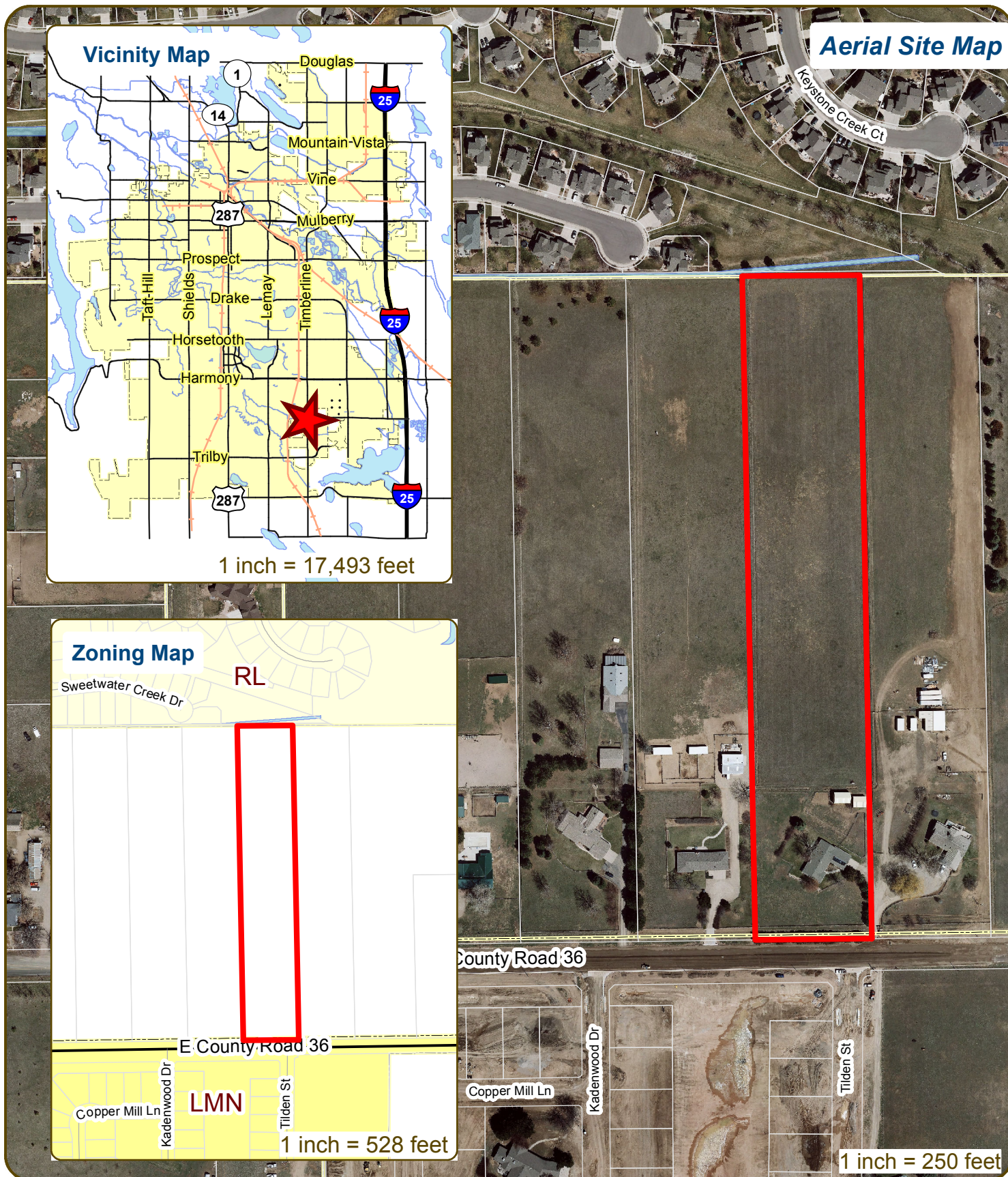
Energy Code Use

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

2424 Kechter Annexation and Subdivision



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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) _____

CRAIG SKINNER - OWNER

Business Name (if applicable) _____

Your Mailing Address _____

Phone Number 970-222-3218 **Email Address** skinnercraig@hotmail.com

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

BLEHM SUBDIVISION

Description of Proposal (attach additional sheets if necessary) _____

PROPOSED - DIVIDING PARCEL INTO ADDITIONAL SINGLE FAMILY

LOTS, THERE ARE OPTIONS FOR DIFFERENT SIZE AND QUANTITY.

Proposed Use SINGLE FAMILY DWELLING **Existing Use** SINGLE FAMILY (COUNTRY LAND)

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

Age of any Existing Structures 37 YEARS BUILT IN 1978

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

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

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

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

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

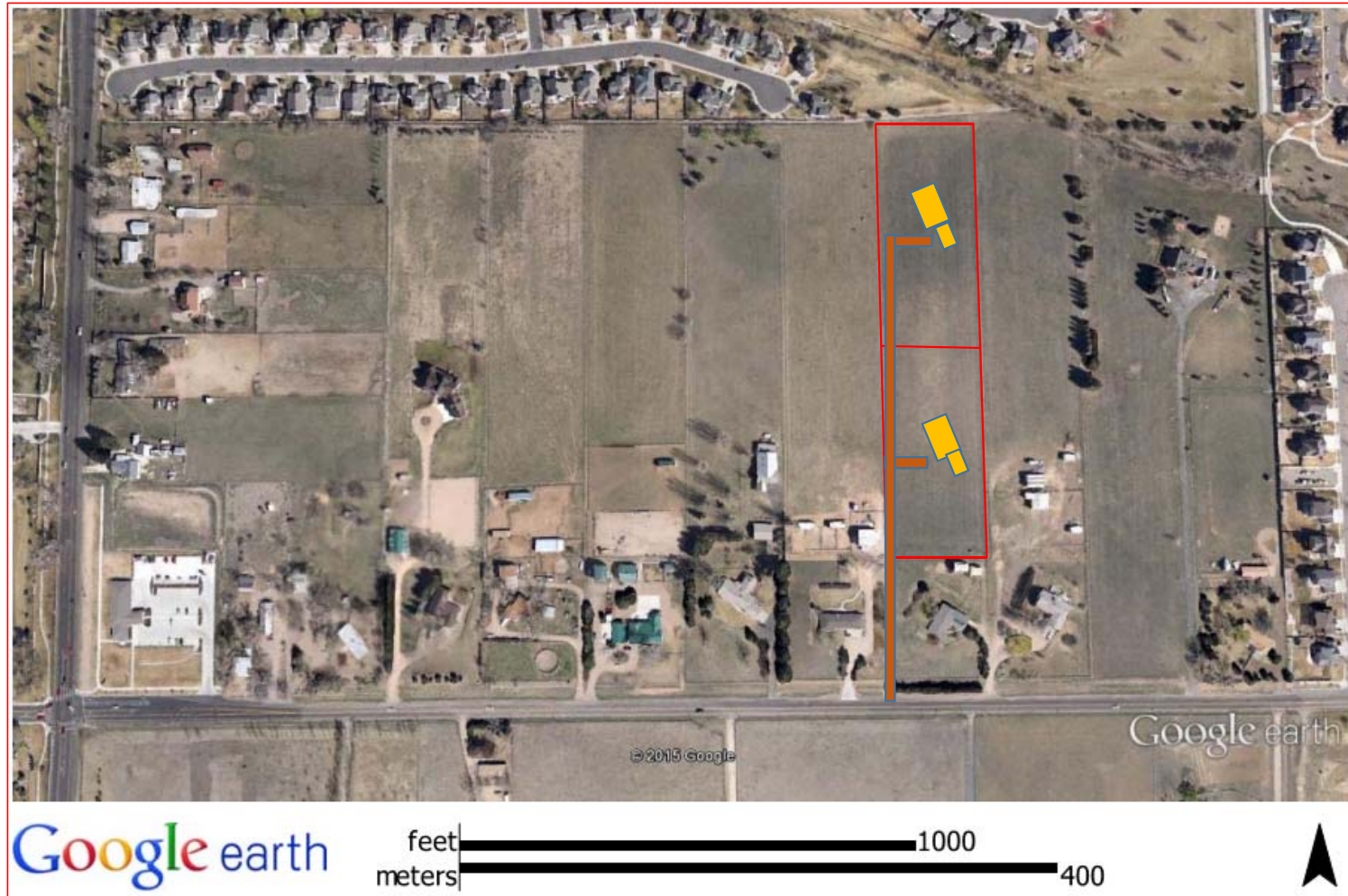
(Approximate amount of additional building, pavement, or etc. that will cover existing bare ground to be added to the site)

Suggested Items for the Sketch Plan:

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

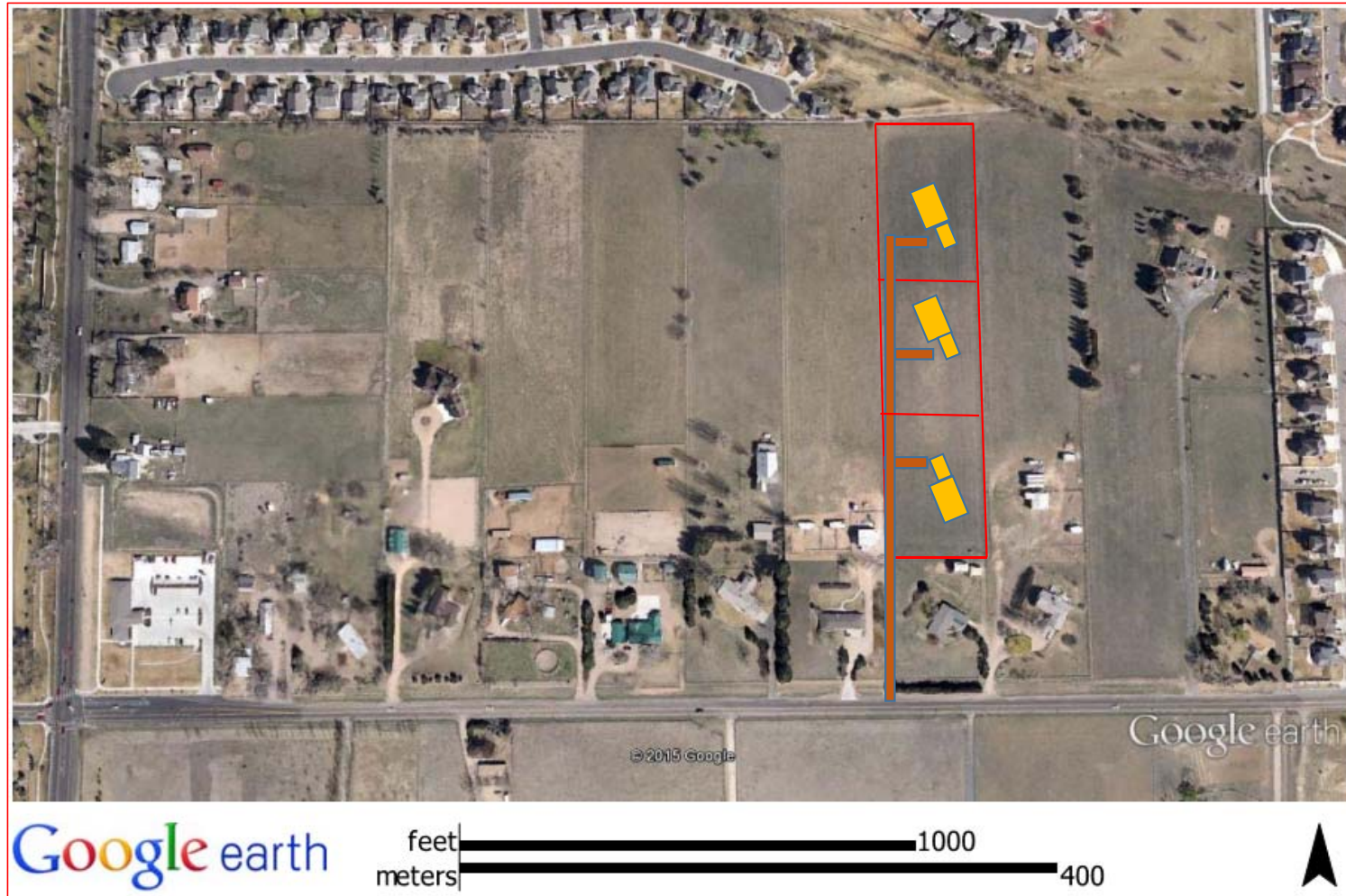
Option 1

2 properties



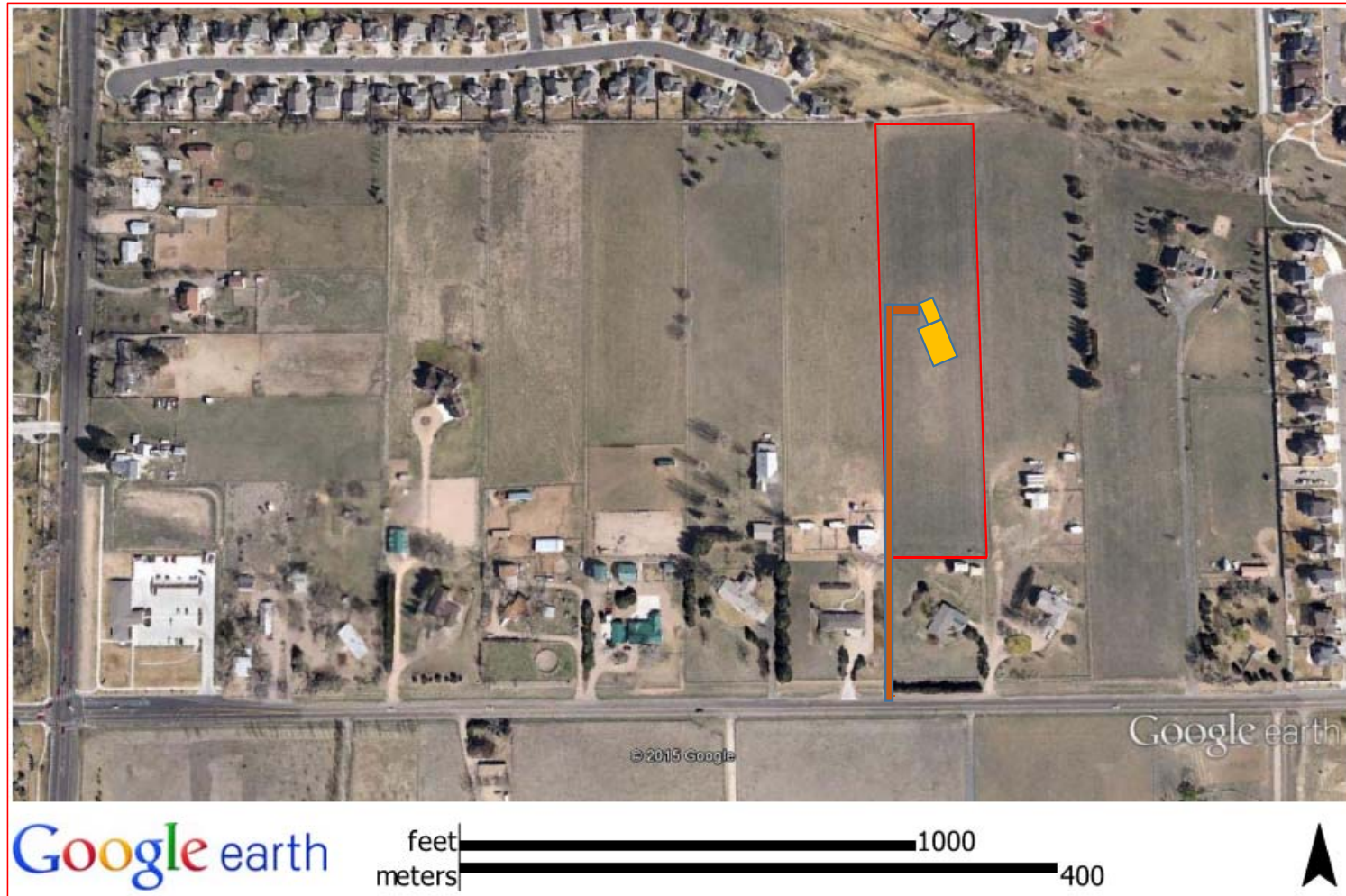
Option 2

More than 2 properties



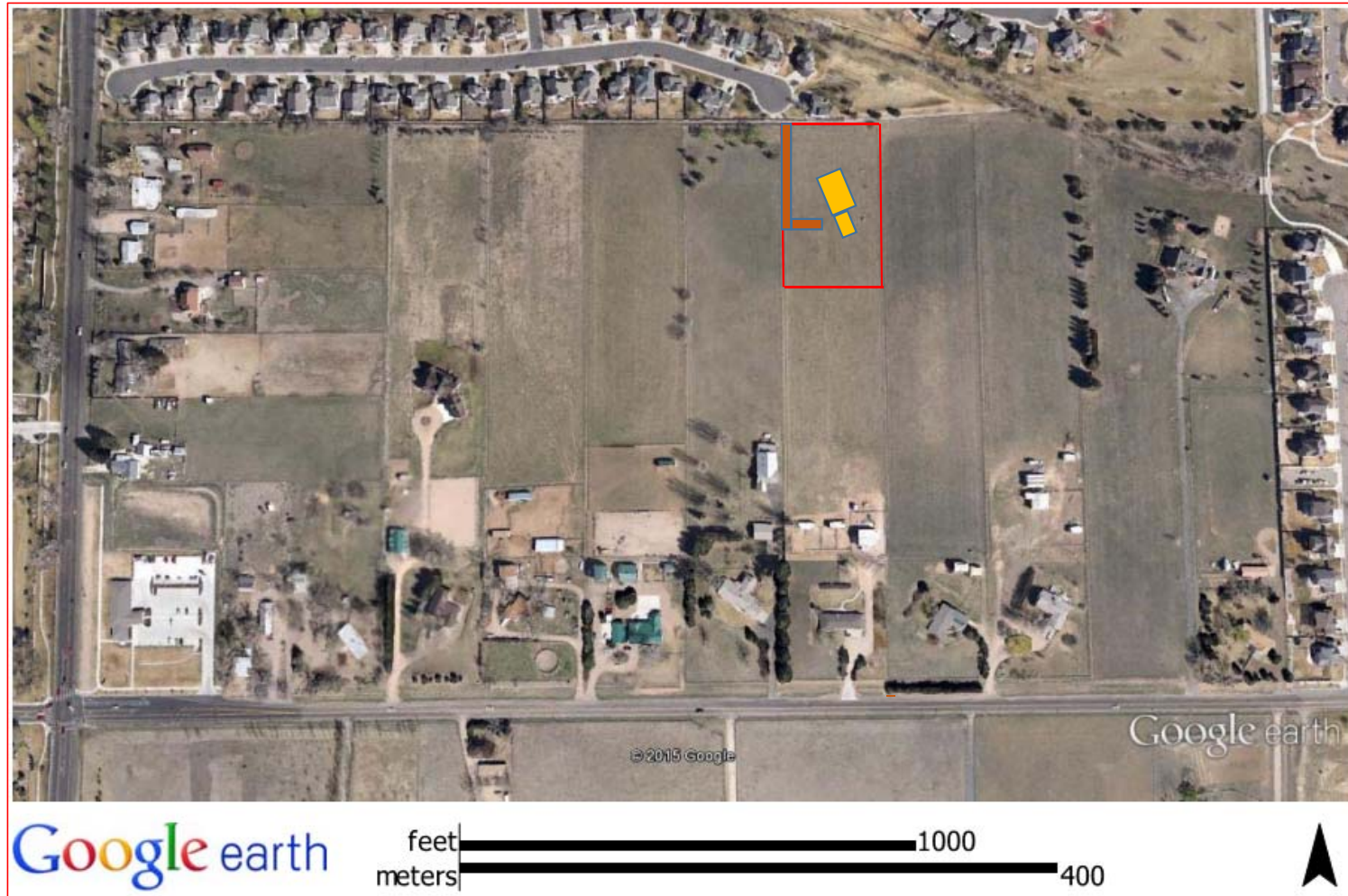
Option 3

1 property



Option 4

1 or 2 properties w/access from cul-de-sac





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

March 09, 2015

Craig Skinner
2424 Kechter Road
Fort Collins, CO 80528

Re: 2424 Kechter - Subdivision and Annexation

Description of project: This is a request to annex and subdivide a parcel at 2424 Kechter Road (parcel #8605306006). The applicant is looking to subdivide the parcel upon annexation and construct multiple single-family homes. The site will likely be zoned Low Density Mixed-Use Neighborhood (LMN). This proposal will be subject to the Annexation 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, Clark Mapes, at 970-221-6225 or cmapes@fcgov.com.

Comment Summary:

Department: Zoning

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

1. LUC 4.2 Urban Estate zoning requires 100 foot lot width and 30 foot front, 25 foot rear, and 20 foot side setbacks.
2. LUC 3.5.2(F) The garage door standards do apply.
3. LUC 3.2.1 A landscape plan is required.
4. Urban Estate allows for single-family and two-family dwellings. These would be a type I (administrative) review.
- 4.

Department: Water-Wastewater Engineering

Contact: Shane Boyle, 970-221-6339, sboyle@fcgov.com

1. This property is not within the City of Fort Collins service area for water and sewer.

Department: Traffic Operations

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

1. The anticipated change in traffic volume 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.
2. Note that no additional access off of Kechter will be allowed. The access needs to be a shared access with existing accesses.

Department: Stormwater Engineering

Contact: Shane Boyle, 970-221-6339, sboyle@fcgov.com

1. 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 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 report requirements are in the Fort Collins Stormwater Manual, Section 1.3.3, Volume 3, Chapter 7 of the Fort Collins Amendments. If you need clarification concerning this section, please contact the Erosion Control Inspector, Jesse Schlam at 224-6015 or jschlam@fcgov.com.
2. In the McClellands drainage basin onsite detention is required with a 0.2 cfs/ac release rate for the 10 year storm and a 0.5 cfs/ac release rate for the 100 year storm. The outfall for this site is McClellands Creek.
3. Fifty percent of the site runoff is required to be treated using the standard water quality treatment as described in the Fort Collins Stormwater Manual, Volume 3-Best Management Practices (BMPs).
(<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guidelines-regulations/stormwater-criteria>) Extended detention is the usual method selected for water quality treatment; however the use of any of the BMPs is encouraged.
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. The paver requirement does not apply for single family developments. 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 \$7,817/acre (\$0.1795 sq.-ft.) for new impervious area over 350 sq.-ft., and there is a \$1,045.00/acre (\$0.024/sq.-ft.) review fee. No fee is charged for existing impervious area. These fees are to be paid at the time each building permit is issued. Information on fees can be found 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 Manual.
6. The design of this site must conform to the drainage basin design of the McClellands Creek Master Drainage Plan as well the Fort Collins Stormwater Criteria Manual.

Department: Fire Authority

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

1. ANNEXATION

Poudre Fire Authority has no comments relative to annexation.

2. FIRE LANES

PFA comments will be essentially the same for any of the options proposed on the property. A fire lane shall be provided to within 150' of any residence. Standard fire lane specifications shall apply. Under such conditions in which this requirement cannot be met, a residential fire sprinkler system would be required to offset the code deficiency. Further discussion may be needed. Please contact me should you like to discuss the circumstances specific to any of the proposed options.

Code language and fire lane specifications are provided below:

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

FIRE LANE SPECIFICATIONS

A fire lane plan shall be submitted for approval prior to installation. In addition to the design criteria already contained in relevant standards and policies, any new fire lane must meet the following general requirements:

- > Shall be designated on the plat as an Emergency Access Easement.
- > Maintain the required minimum unobstructed width & minimum overhead clearance.
- > Be designed as a flat, all-weather driving surface capable of supporting 40 tons.
- > Dead-end fire access roads in excess of 150 feet in length shall be provided with an approved area for turning around fire apparatus. Dead-end fire lanes in excess of 660' are not permitted.
- > The required turning radii of a fire apparatus access road shall be a minimum of 25 feet inside and 50 feet outside. Turning radii shall be detailed on submitted plans.
- > Be visible by signage, and maintained unobstructed at all times.
- > Additional access requirements may exist for buildings greater than 30' in height. Refer to Appendix D of the 2012 IFC or contact PFA for details.

International Fire Code 503.2.3, 503.2.4, 503.2.5, 503.3, 503.4 and Appendix D; FCLUC 3.6.2(B)2006 and Local Amendments.

3. WATER SUPPLY

Hydrant spacing and flow must meet minimum requirements based on type of occupancy. A fire hydrant is required within 400' of any residence. Residential fire sprinklering may be allowed to offset water supply as long as fire lane standards have been achieved (see FIRE LANES above). Hydrant code language provided below:

> IFC 508.1 and Appendix B: RESIDENTIAL REQUIREMENTS: Within the Urban Growth Area, hydrants to provide 1,000 gpm at 20 psi residual pressure, spaced not further than 400 feet to the building, on 800-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.

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 potential natural habitat (Muskrat Ditch), an irrigation ditch that may serve as a wildlife corridor. Please note the buffer zone standard is 50' (fifty feet) for this type of feature, 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. Within a buffer zone, according to Article 3.4.1(E)(1)(g), the City has the ability to determine if the existing landscaping within the buffer zone is incompatible with the purposes of the buffer zone. Please ensure that your ECS discusses the existing vegetation and identifies potential restoration options. If it is determined to be insufficient, then restoration and mitigation measures will be required.
3. With respect to lighting, the City of Fort Collins Land Use Code, in Article 3.2.4(D)(6) requires that "natural areas and natural features shall be protected from light spillage from off site sources." Thus, lighting from the parking areas or other site amenities shall not spill over to the buffer areas.
4. With respect to landscaping and design, the City of Fort Collins Land Use Code, in Article 3.2.1 (E)(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.
6. Please be aware, the creation or enforcement of covenants that prohibit or limit xeriscape or drought-tolerant landscapes, or that require primarily turf-grass are prohibited by both the State of Colorado and the City of Fort Collins.

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. 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. 3.6.3(F) requires that a public street and public street right-of-way (51 feet) for Sage Creek Road be provided to align with the right-of-way for the Thorland Subdivision and the Sage Creek subdivision. Design for how this roadway would align with the existing road and right-of-way would need to be provided as part of the development plan.
7. Option 4 that appears to show connectivity onto Sweetwater Creek Drive may not require Sage Creek Road per the previous comment, provided that the property does not exceed 660 feet in depth. Offsite right-of-way or easement may be needed from properties within the Stetson Creek PUD and a letter of intent from the property owner(s) would be required prior to a public hearing.
8. The development is responsible for improving Kechter Road abutting the property to City standards.
9. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
10. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
11. LCUASS parking setbacks (Figure 19-6) apply and will need to be followed depending on parking design.

Department: Electric Engineering

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

1. Light and power does have electric on the south side of Kechter that could be used to feed the property.
2. Light and Power will need an easement to get power to the anticipated properties. A transformer location will need to be coordinated with Light and Power.
3. Development charges will apply. Please contact Light and Power at 970-221-6700 with any questions.

Department: Advance Planning

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

1. Light and power does have electric on the south side of Kechter that could be used to feed the property.
2. Light and Power will need an easement to get power to the anticipated propertys. A transformer location will need to be coordinated with Light and Power.
3. Development charges will apply. Please contact Light and Power at 970-221-6700 with any questions .

Planning Services

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

1. The Urban Estate designation reflects the intent to maintain the existing large lot character, based on the community-based Fossil Creek Reservoir Area Plan which is the basis of the zoning. The UE zoning allows subdivisions with a maximum density of 2 dwellings per acre, or 1/2-acre lots, which could result in re-subdivision of existing residential properties as proposed.

There has been discussion among owners in the area and the City about shifting the vision for the area to allow for neighborhood zoning and development similar to Harvest Park and Sage Creek (The City's Low Density Mixed Use Neighborhood Zone District). This would require assembly or coordination among multiple into a neighborhood pattern.

2. In any case, the Land Use Code requires development to provide for street connections to adjoining properties that have redevelopment potential. To this end, any subdivision in this area must dedicate right-of-way for a potential future extension of Sage Creek Drive; the Thorland subdivision 5 lots to the west is an example that was done in 2008.
3. Subdivision requires a plat to be submitted. Plat requirements are online under Development Review Center, and staff can advise and provide examples if helpful.