

# Conceptual Review Agenda

Schedule for 03/30/15 to 03/30/15

281 Conference Room A

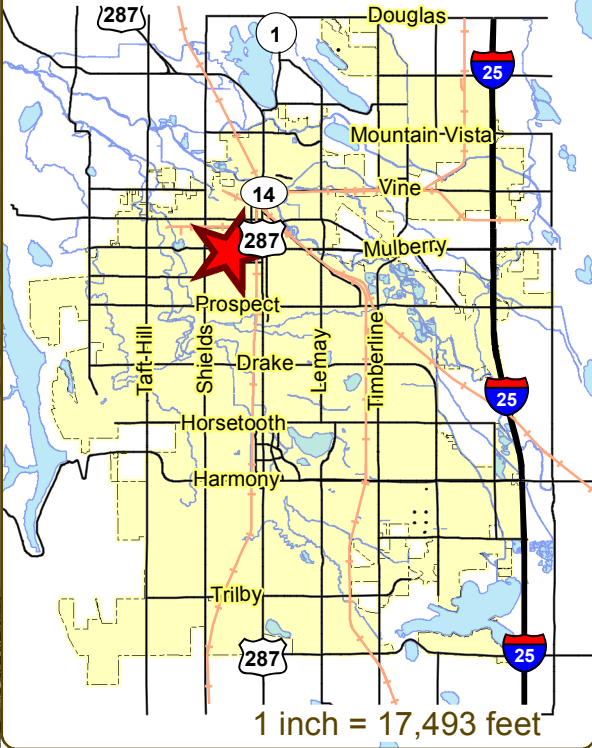
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## Monday, March 30, 2015

Time	Project Name	Applicant Info	Project Description	Planner
9:30	515 W Mulberry - Accessory Dwelling Units CDR150017	Laura Hoover (303) 709-0194 <a href="mailto:lbhoover@gmail.com">lbhoover@gmail.com</a>	This is a request to build accessory dwelling units behind the existing home at 515 W Mulberry (Parcel #9714109009). The proposed two-story structure would contain 1-2 studio units on the main level and one two bedroom unit on the second floor. The new structure will also have 4 off-street parking spots. The parcel is located in the Neighborhood Conservation - Buffer (NCB) zone district. This proposal will be subject to the Addition of Permitted Use (APU) process.	Clay Frickey
10:15	CSU Parking Garage CDR150018	David Hansen (970) 491-0318 <a href="mailto:david.hansen@colostate.edu">david.hansen@colostate.edu</a>	This is a request to build a parking garage on the CSU campus (Parcel #9714413904). The garage will replace an existing portion of a surface parking lot and result in a net gain of 466 parking spots. The proposed garage will be four stories. The parcel is located in the Community Commercial (CC) zone district. This proposal will be subject to Site Plan Advisory Review (SPAR).	Jason Holland

# 515 W Mulberry Accessory Dwelling Units

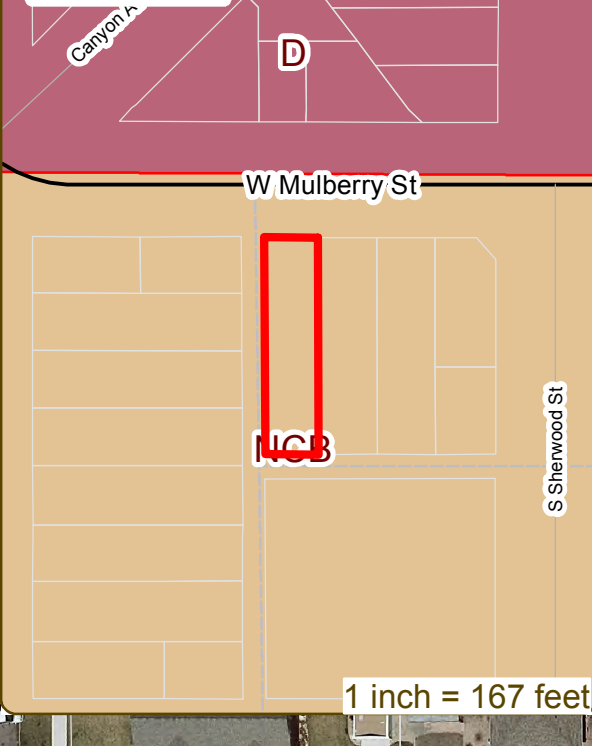
Vicinity Map



Aerial Site Map



Zoning Map



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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) \_\_\_\_\_

Thomas Haines & Laura Hoover (owners)

Business Name (if applicable) \_\_\_\_\_

Your Mailing Address 515 W. Mulberry St. Fort Collins, CO 80521

Phone Number (303) 709-0194 Email Address lbhoover@gmail.com

Site Address or Description (parcel # if no address) 515 W. Mulberry St.

Description of Proposal (attach additional sheets if necessary) Building a 2-3 unit structure at the back of the property (see attached)

Proposed Use Rental Existing Use Garage/our home

Total Building Square Footage 1800 (ish) S.F. Number of Stories 2 Lot Dimensions 52x193'

Age of any Existing Structures Built in 1910

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

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

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

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

Increase in Impervious Area 700 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?

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# PROJECT PROPOSAL

February 23, 2015

Thomas Haines and Laura Hoover  
515 W. Mulberry Street  
Fort Collins, CO 80521

To Whom it May Concern,

My husband, Thomas and I are hoping to build a 2-3 unit structure at the back of our current property at 515 W. Mulberry Street. We have lived here for the last five years and hope to build a small community where we can live with our best friends. Since our NCB zoning seems to indicate we might be able to have up to 4 units, we would like to build a structure with 1-2 studio units on the first floor and one larger two bedroom unit above. This structure would replace the current dilapidated freestanding garage. As part of this project (if not before), we will be updating the exterior of the current house to match the feel of the proposed building. As well, we will redo all landscaping, including putting in a sprinkler system, to tie the two structures together and replace all fencing. To build, we anticipate having to remove the two huge elm trees at the South end of the property. At the same time we will be trimming the other trees on property. 3-4 parking spots will remain along the west side of the existing house for those occupants, and we will build in 4 parking spots on the South end for the new structure (also currently used for parking). We could possibly squeeze 5 parking spots in there but 4 is a safer bet. We anticipate renting the main house and the lower 1-2 studio units of the proposed structure. We would occupy the top unit of the proposed structure. If for some reasons we are not able to do an additional 3 units, we would like to do one studio unit and a 1-car garage on the main floor and then the same 2 bedroom unit above. There will shared laundry for the bottom units and separate laundry for the top.

Existing house's square footage: 1,100 ft<sup>2</sup>

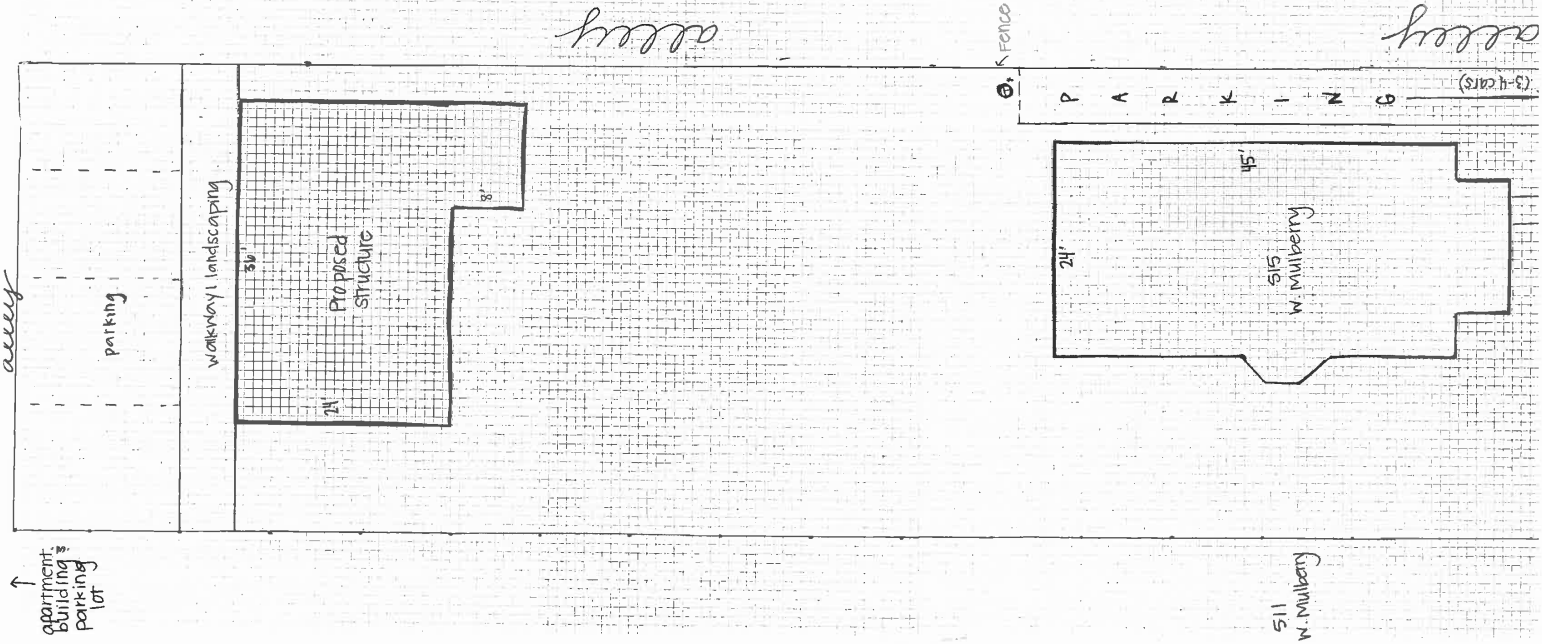
New structure's square footage: around 900 ft<sup>2</sup> footprint (1800 ft<sup>2</sup> both levels)

Lot size: 9,984 ft<sup>2</sup>

Sincerely,



(Whitcomb houses back to this alley)



↑ apartment building parking lot

511 N. Mulberry

515 W. Mulberry

Fence

PARKING (3-4 cars)

alley

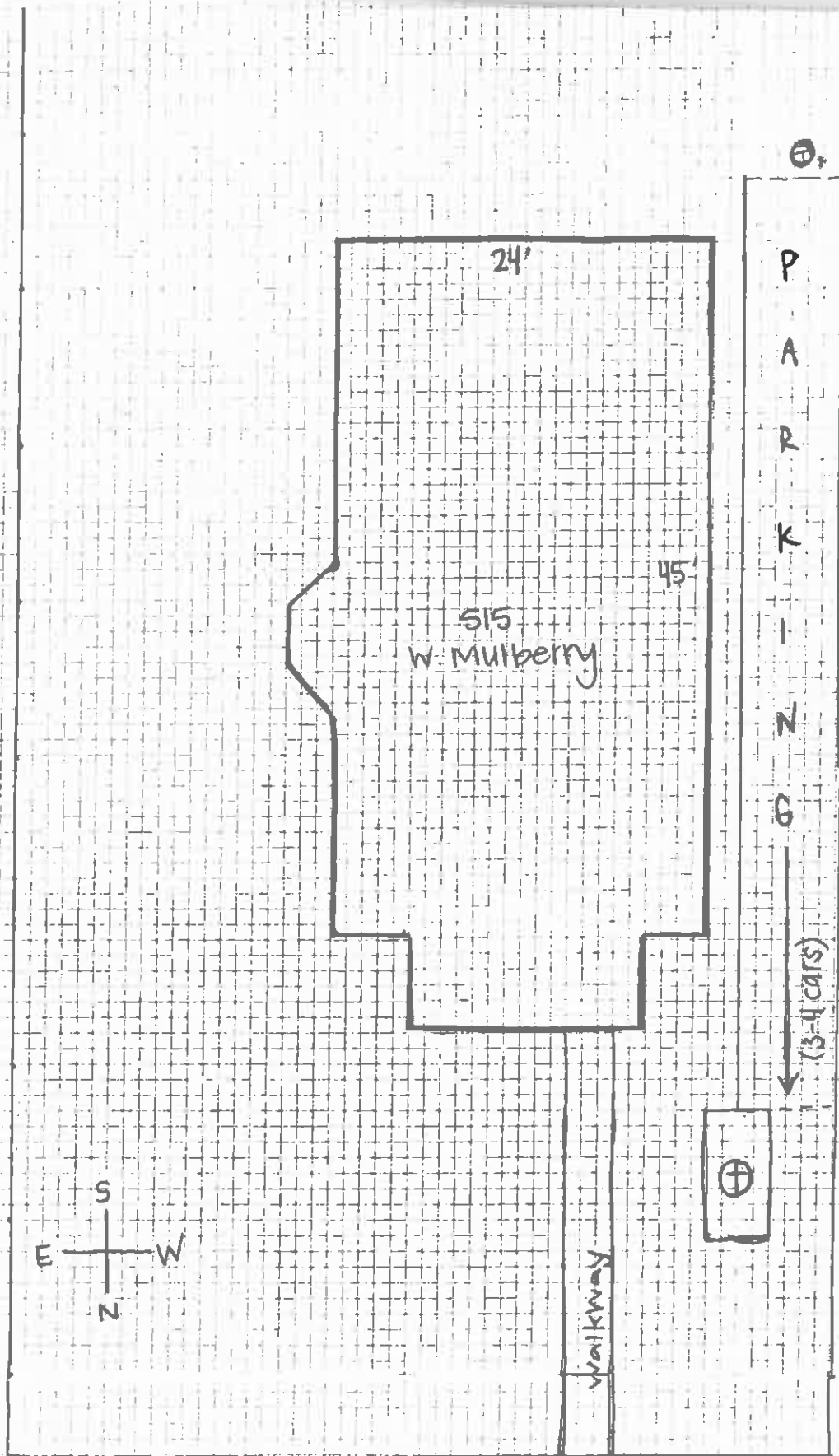
alley

walkway/landscaping

parking

Proposed structure

511  
W. Mulberry

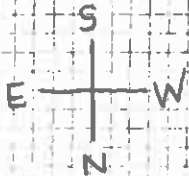


⊕ Fence

P  
A  
R  
K  
I  
N  
G

(3-4 cars)

alley



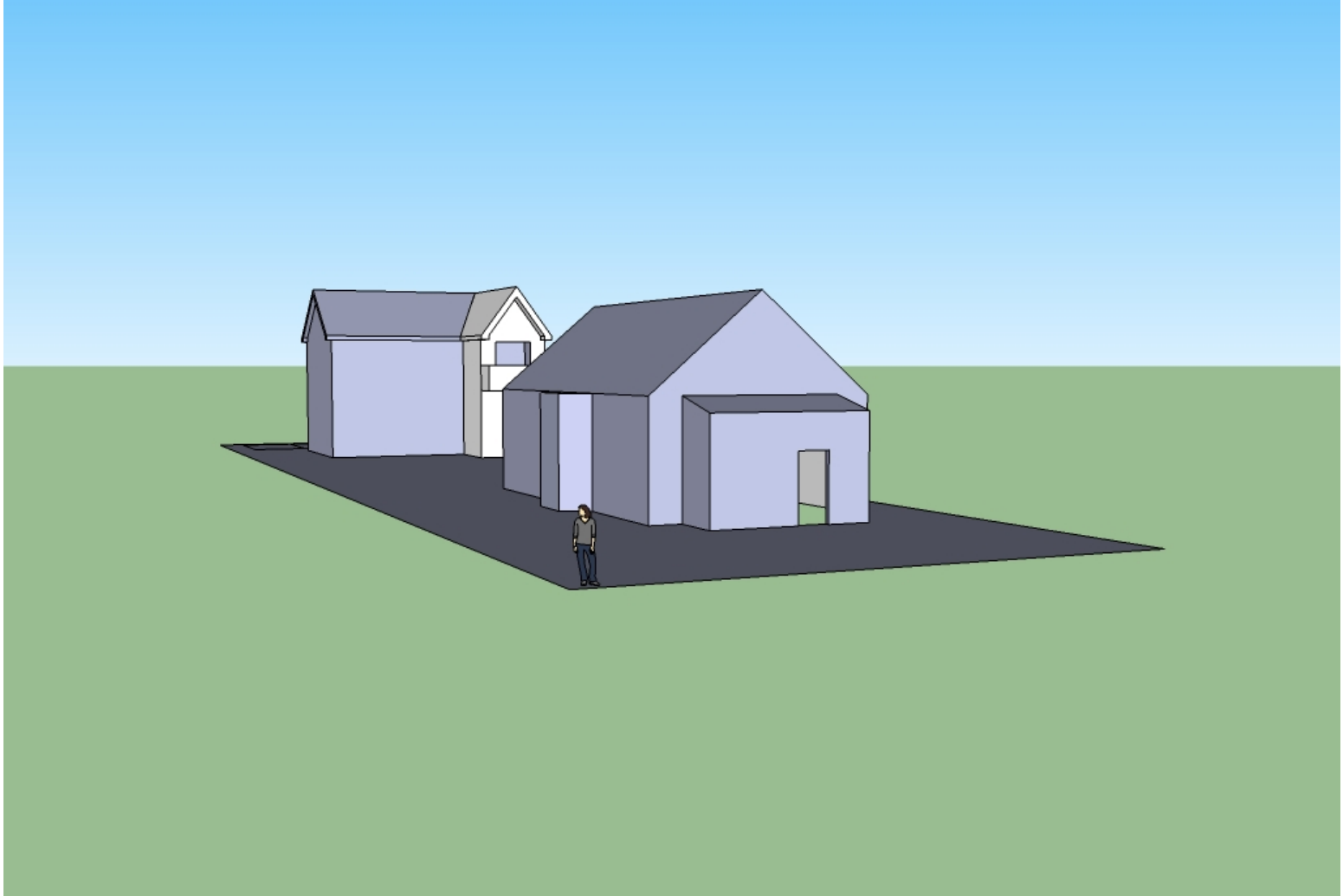
walkway

sidewalk

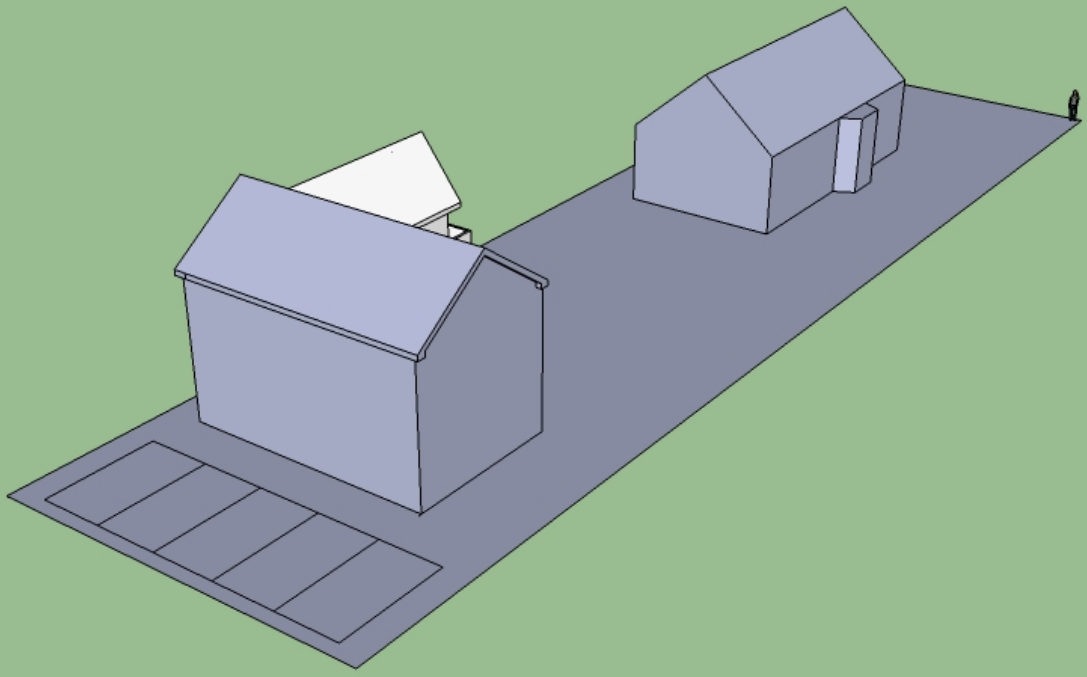
grass/trees

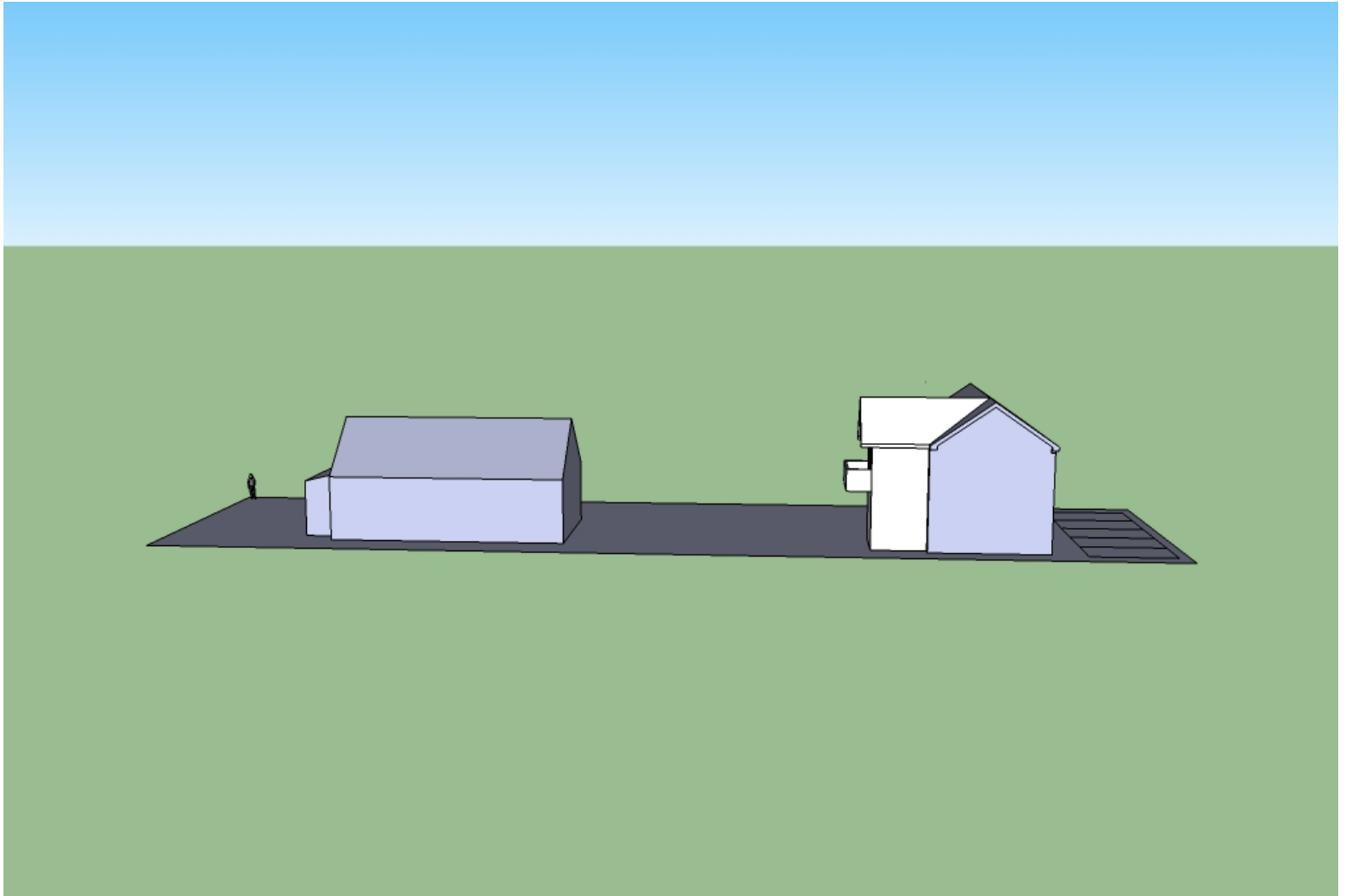
mulberry street



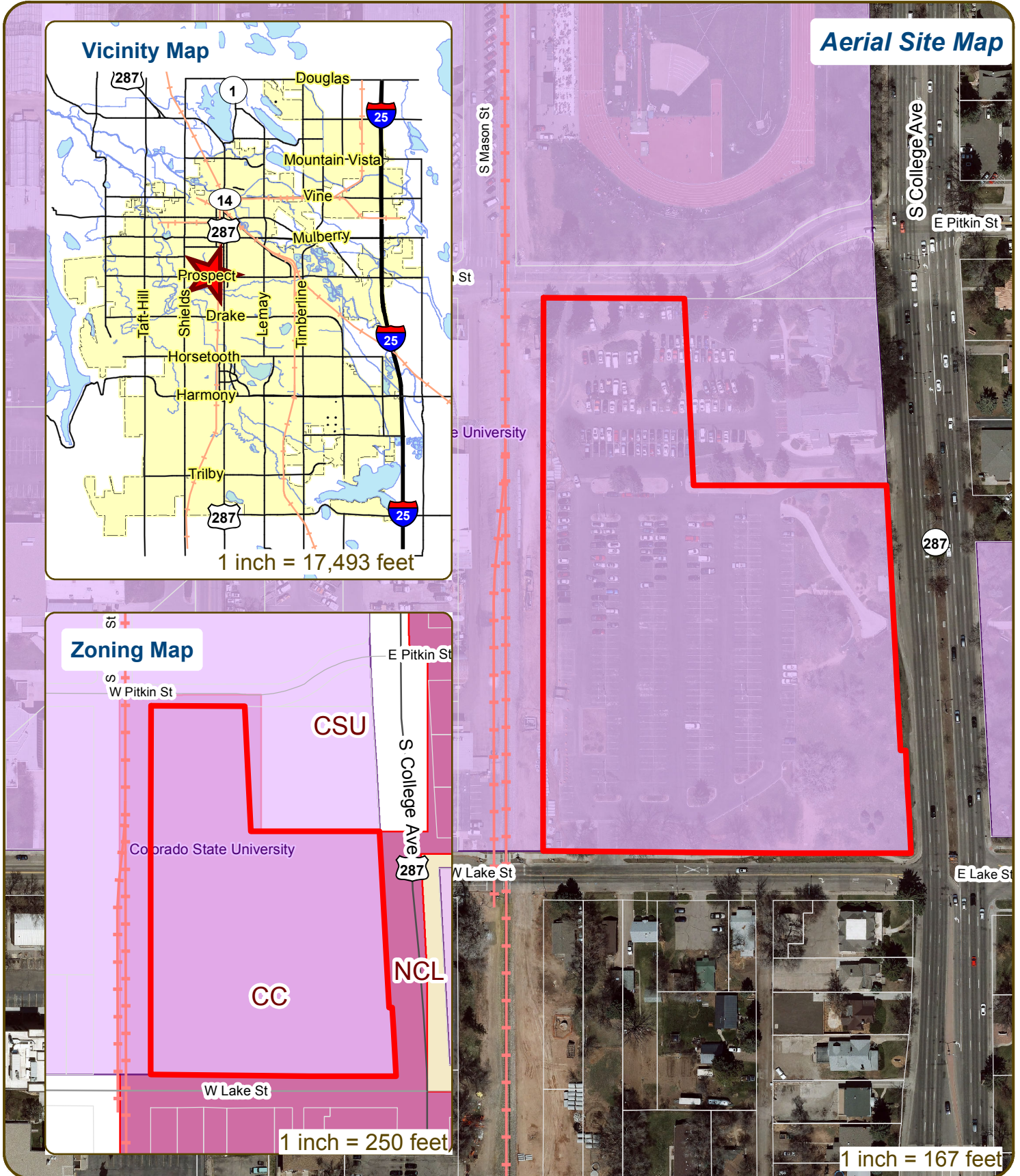








# CSU Parking Garage



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

DAVID HANSEN - CSU FACILITIES

Business Name (if applicable) \_\_\_\_\_

Your Mailing Address 6030 CAMPUS DELIVERY FT COLLINS 80523

Phone Number 970 491 0318 Email Address DAVID.HANSEN@COLSTATE.EDU

Site Address or Description (parcel # if no address) \_\_\_\_\_

9714413901 / 9714413904

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

NEW 4 STORY PARKING STRUCTURE ON EXISTING SURFACE PARKING LOT

Proposed Use PARKING Existing Use PARKING

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

Age of any Existing Structures NO STRUCTURES

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? [X] Yes [ ] No If yes, then at what risk is it? \_\_\_\_\_

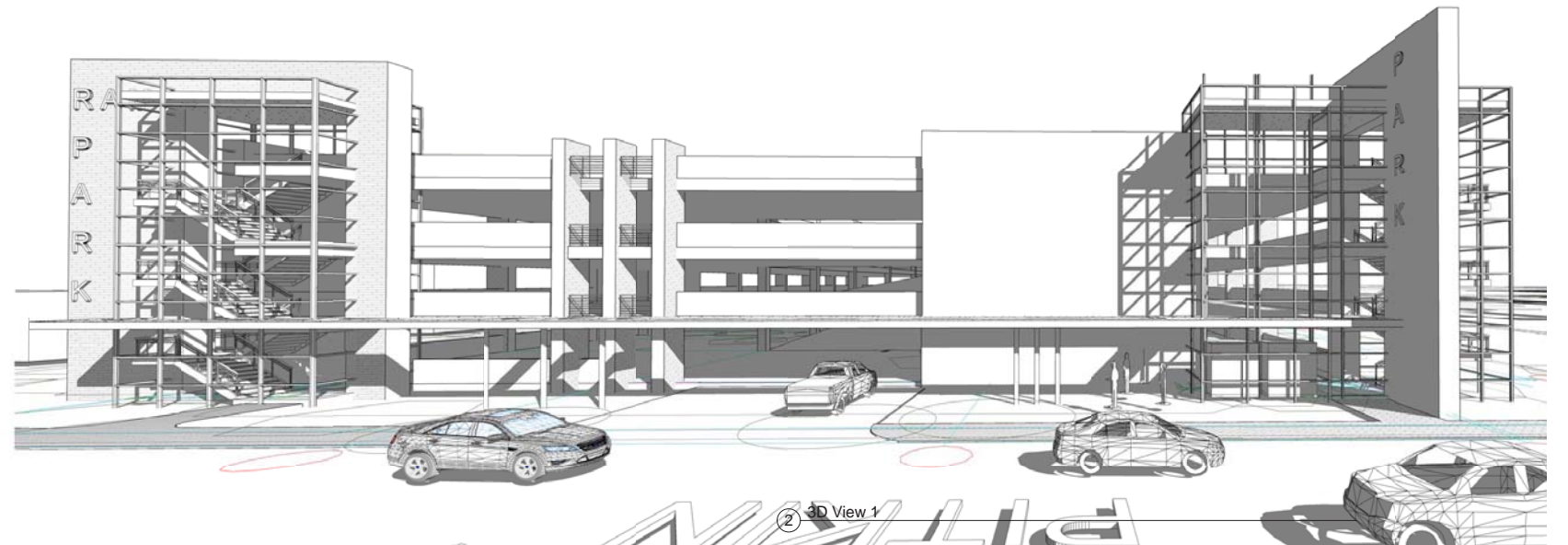
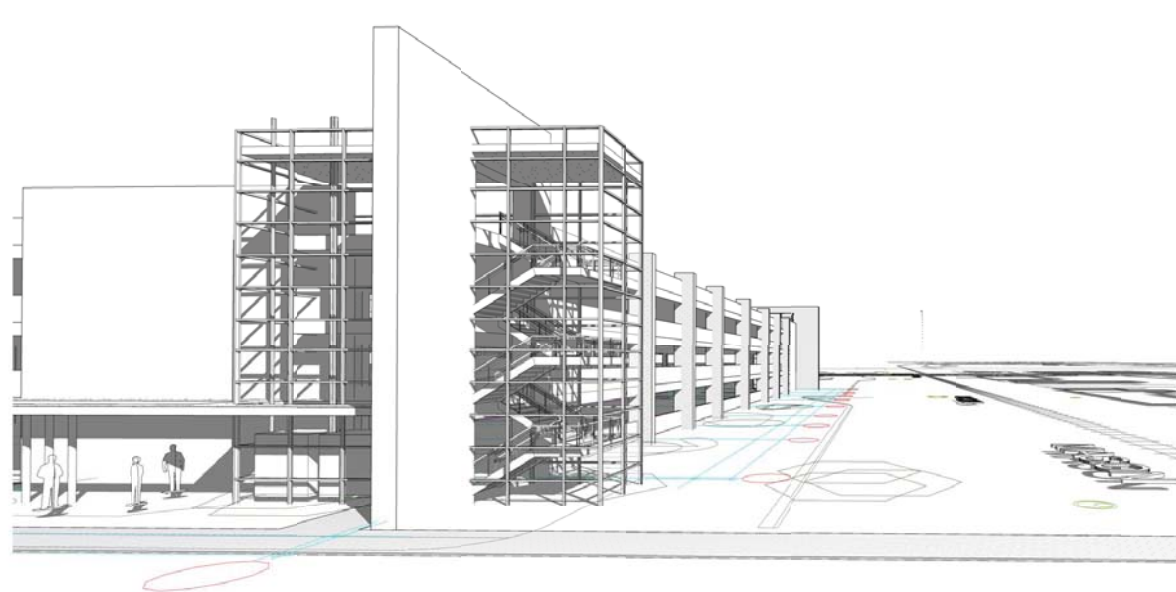
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Increase in Impervious Area UNCALCULATED S.F.

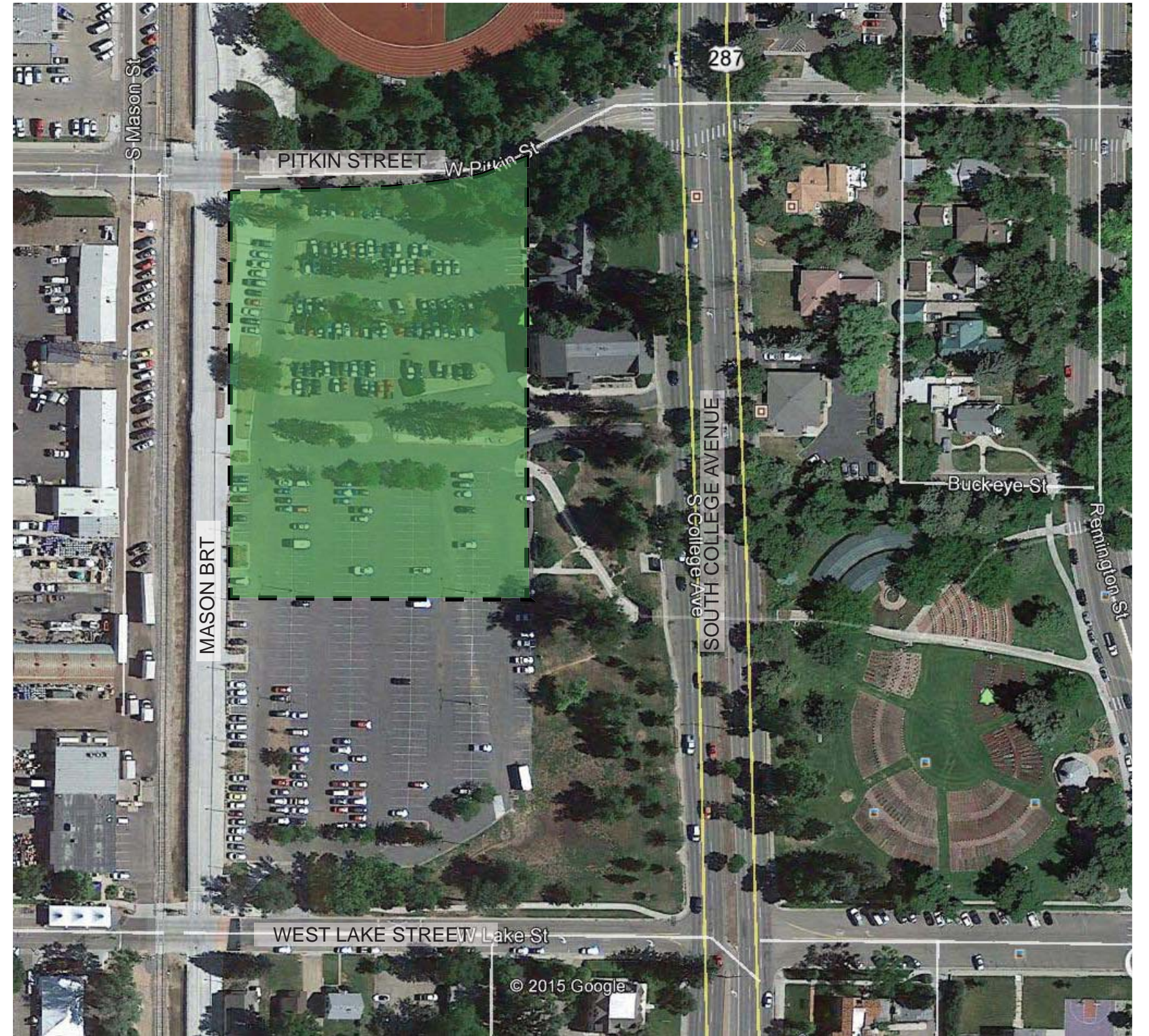
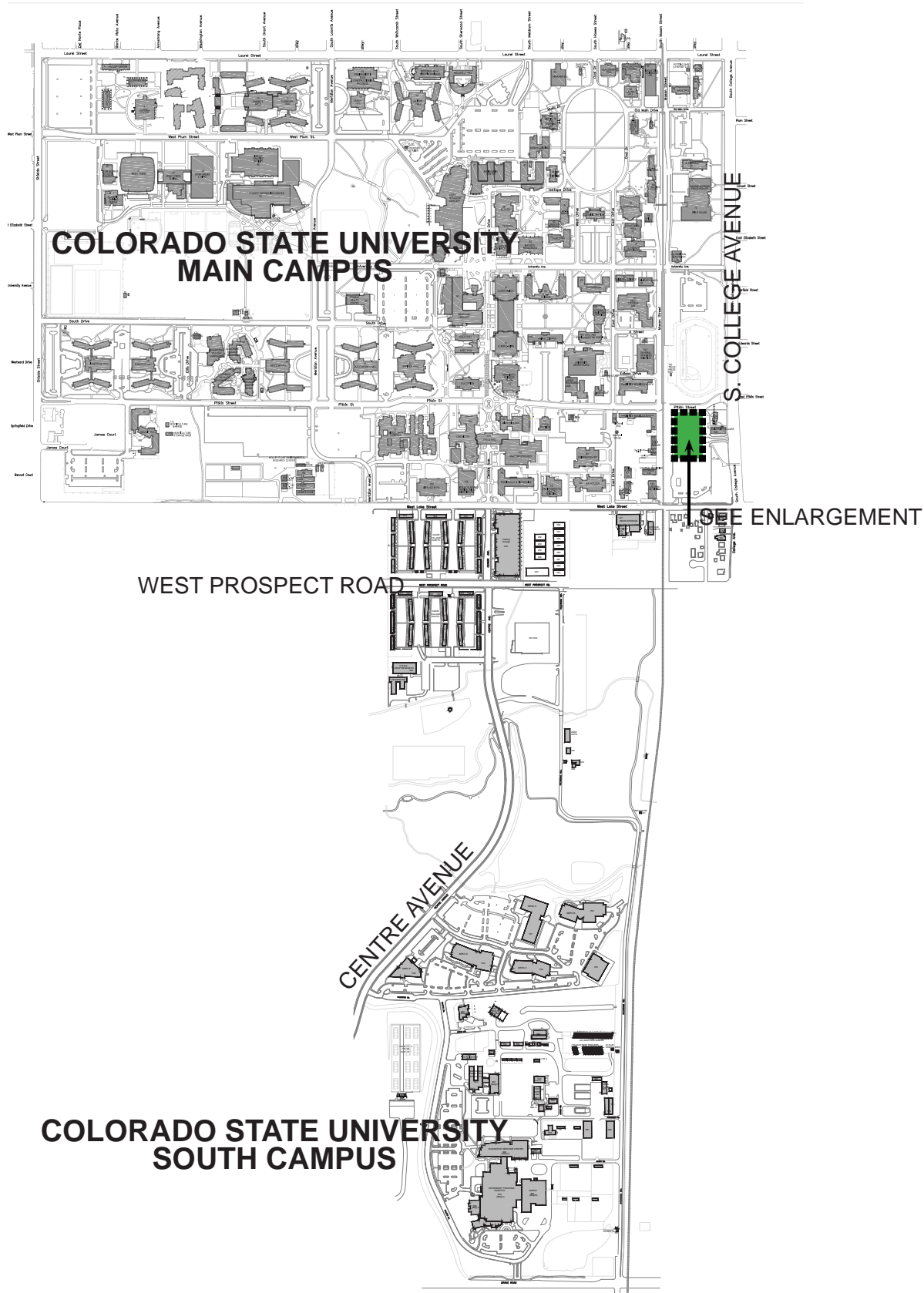
(Approximate amount of additional building, pavement, or etc. that will cover existing bare ground to be added to the site)

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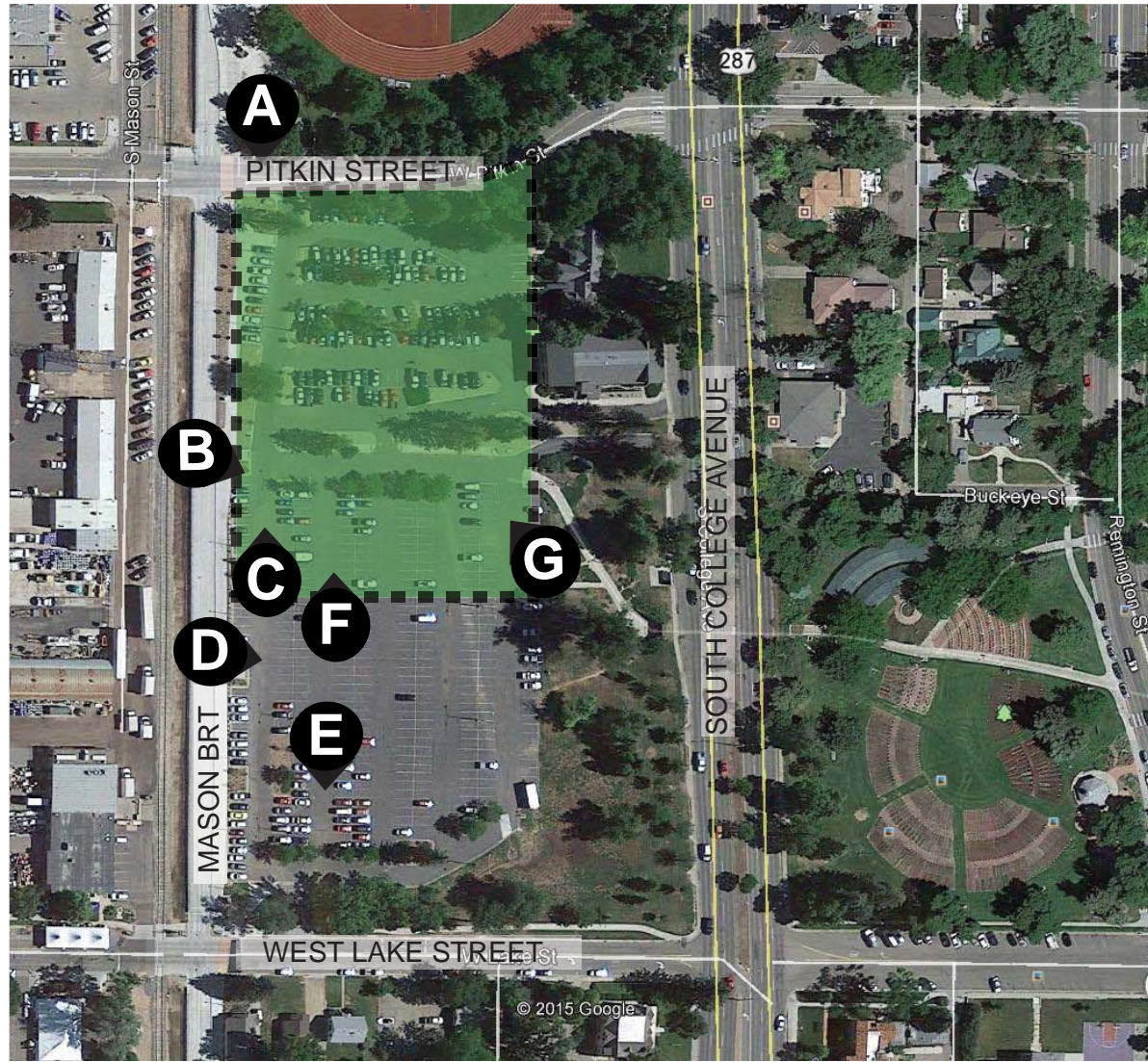
# CONCEPTUAL REVIEW SOUTH COLLEGE AVENUE PARKING STRUCTURE



CAMPUS CONTEXT MAP

ENLARGED VICINITY MAP

# SOUTH COLLEGE AVENUE PARKING STRUCTURE VICINITY MAP



EXISTING CONDITIONS



A



B



C



D



E

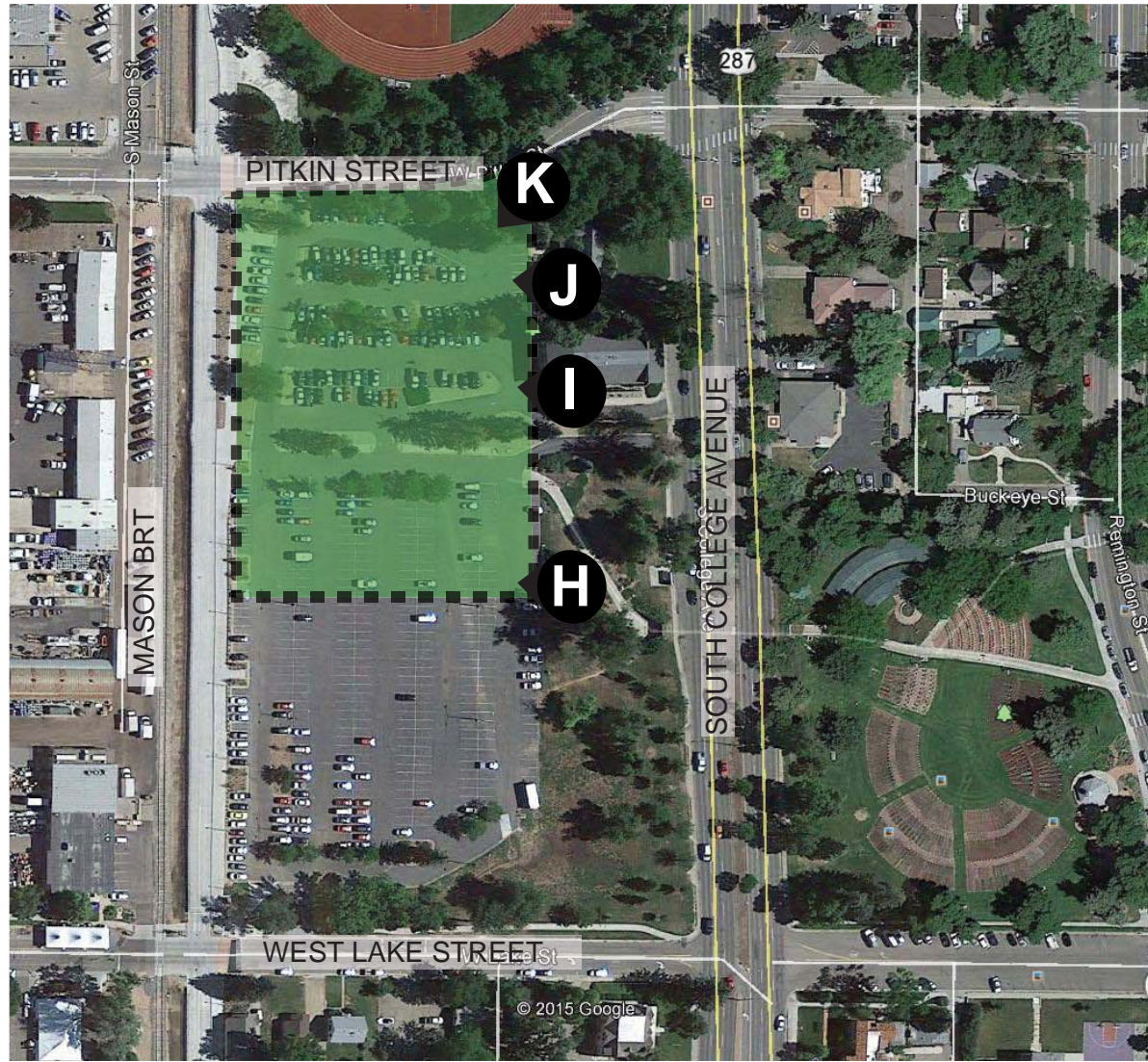


F



G

**SOUTH COLLEGE AVENUE PARKING STRUCTURE  
EXISTING CONDITIONS/ SITE PHOTOS**



EXISTING CONDITIONS



I



J



H



K

# SOUTH COLLEGE AVENUE PARKING STRUCTURE EXISTING CONDITIONS/ SITE PHOTOS





1218 W. Ash, Suite C  
 Windsor, Colorado 80550  
 Phone: (970) 674-3300  
 Fax: (970) 674-3303

**Carl Walker**  
 Planning Engineering Restoration  
 Carl Walker, Inc.  
 14045 Ballantyne Corporate  
 Place - Suite 380  
 Charlotte, NC 28277  
 Tel. 704.716.8000  
 Fax 704.527.0343  
 www.carlwalker.com

**South College  
 Parking Structure**  
 Colorado State  
 University  
 Fort Collins, Colorado

**PRECAST**

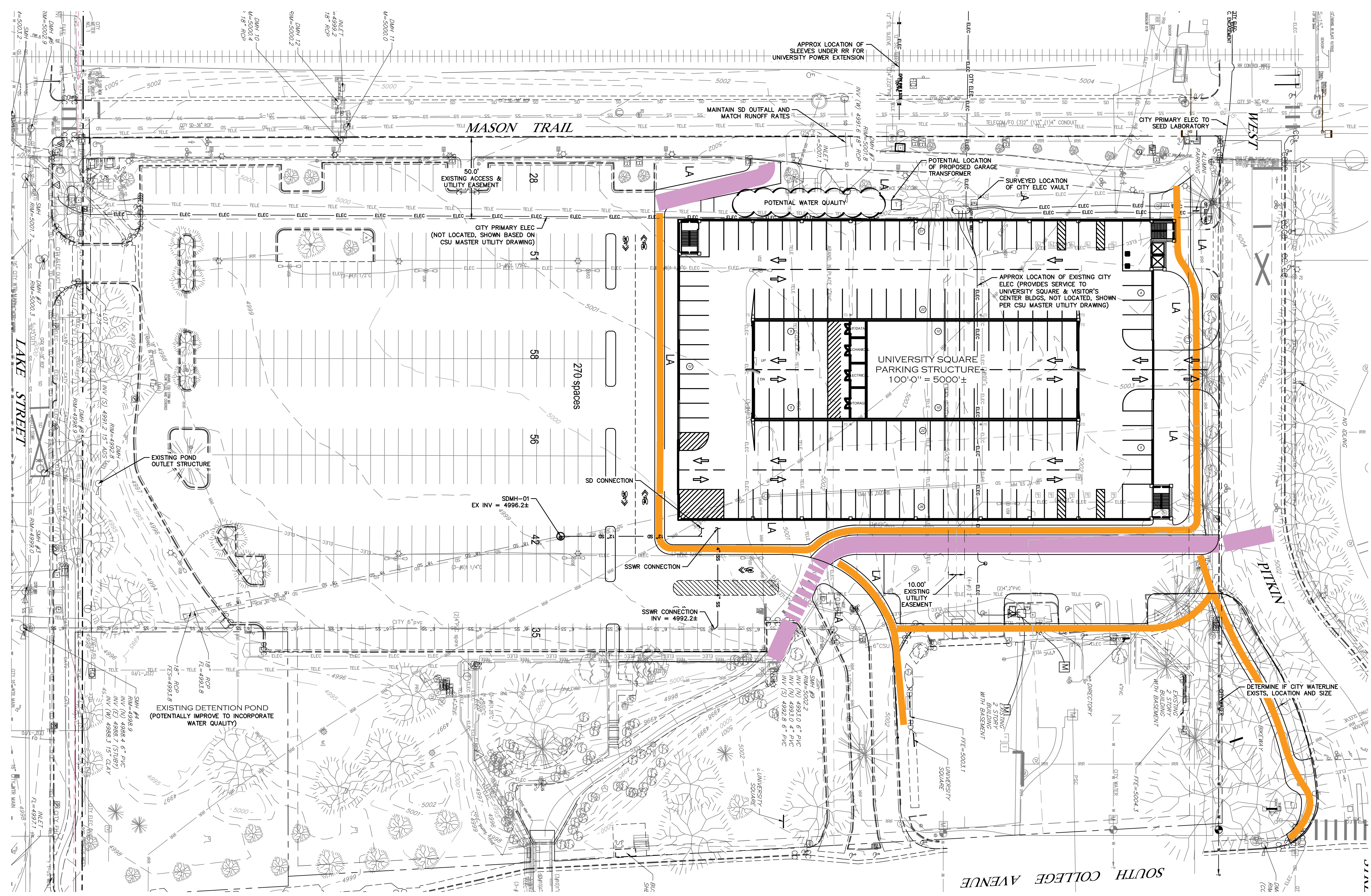
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PROJECT MGR: Robert Altmann  
 DESIGN ENG: Jason Clavus  
 DRAWN BY: Jason Clavus

ISSUED/REV. NO.	DATE	DESCRIPTION
03/13/15		ISSUED FOR REVIEW

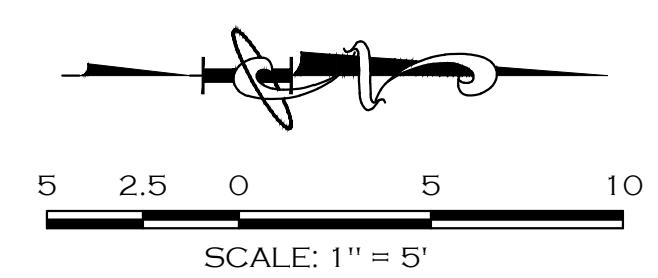
**OVERALL SITE  
 UTILITY PLAN**

PROJECT NO.  
**N1-2015-142**  
 DRAWING NO.  
**C100**

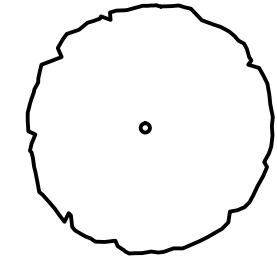


**UTILITY LEGEND**  
 — FIELD LOCATED EXISTING UTILITY (SURVEYED)  
 - - - APPROX LOCATION OF EXISTING UTILITY, REQUIRES VERIFICATION

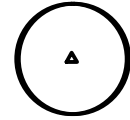
- NOTES:**
1. LOCATIONS SHOWN ARE BASED ON KING'S SURVEY ADJUSTED FROM MODIFIED STATE PLANE TO STATE PLANE TO COINCIDE WITH CSU STANDARDS & MASTER UTILITY PLAN.
  2. LOCATIONS SHOWN SHOULD BE CONSIDERED APPROXIMATE AND REQUIRE FIELD VERIFICATION.



**LANDSCAPE LEGEND:**



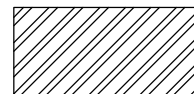
DECIDUOUS TREE - 3" CAL. B&B



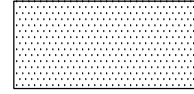
ORNAMENTAL TREE - 2" MIN. B&B



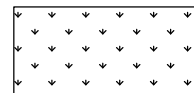
SHRUB - 5 GAL.



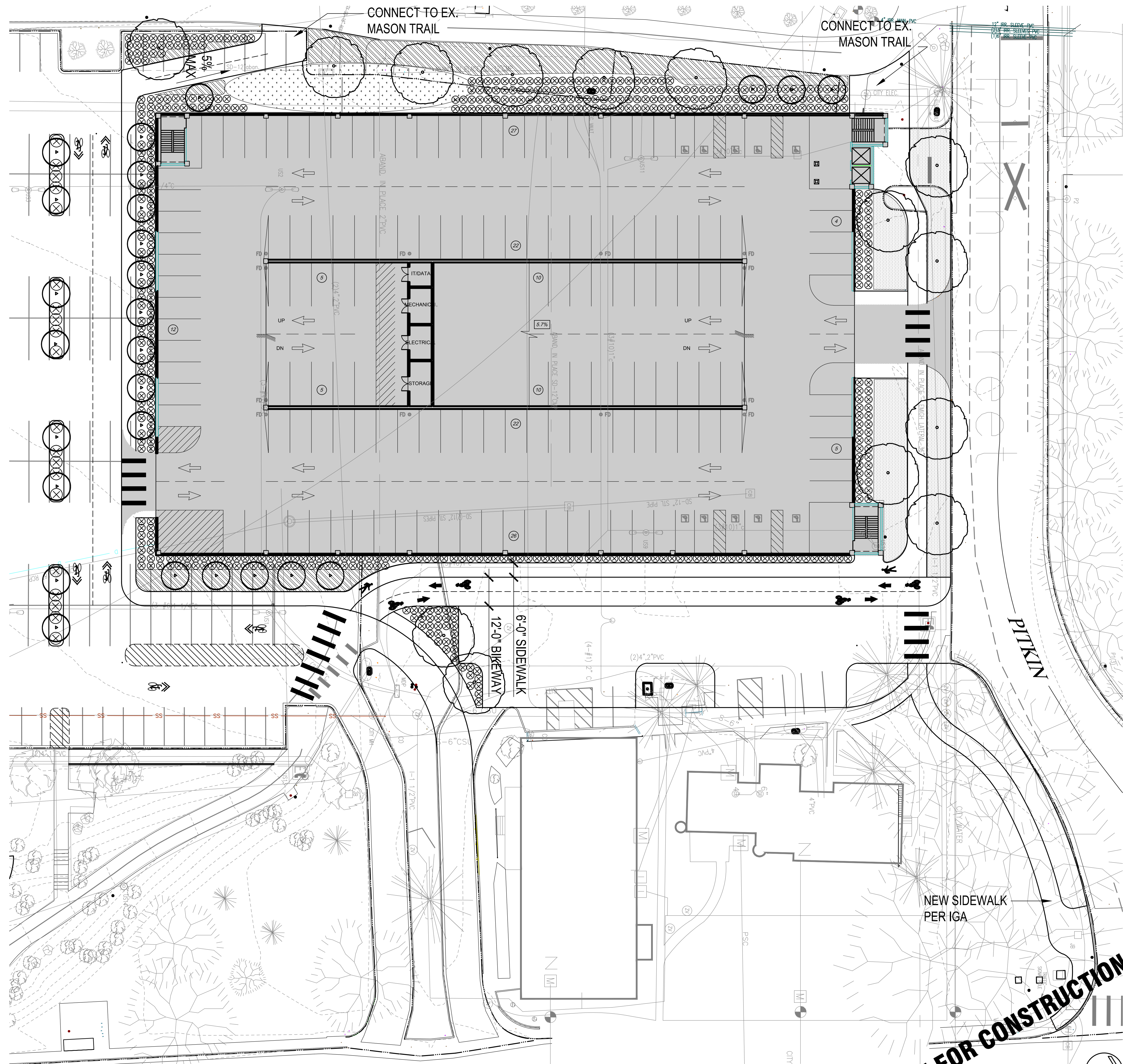
ORNAMENTAL GRASSES



SHADE TOLERANT SOD



WATER QUALITY PLANT MATERIAL



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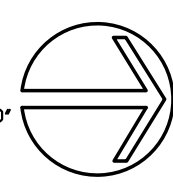
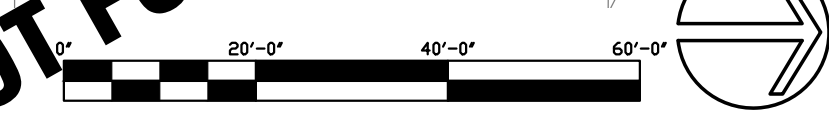
PROJECT MGR. TONY FLORES  
 DESIGN ENG. \_\_\_\_\_  
 DRAWN BY DAVID ANSEN

ISSUED/REV. NO.	DATE	DESCRIPTION
03/17/15		ISSUED FOR REVIEW

DRAWING TITLE  
**SITE PLAN**

PROJECT NO.  
 N1-2015-142  
 DRAWING NO.  
**L101**

**NOT FOR CONSTRUCTION**



**SHEET NOTES:**

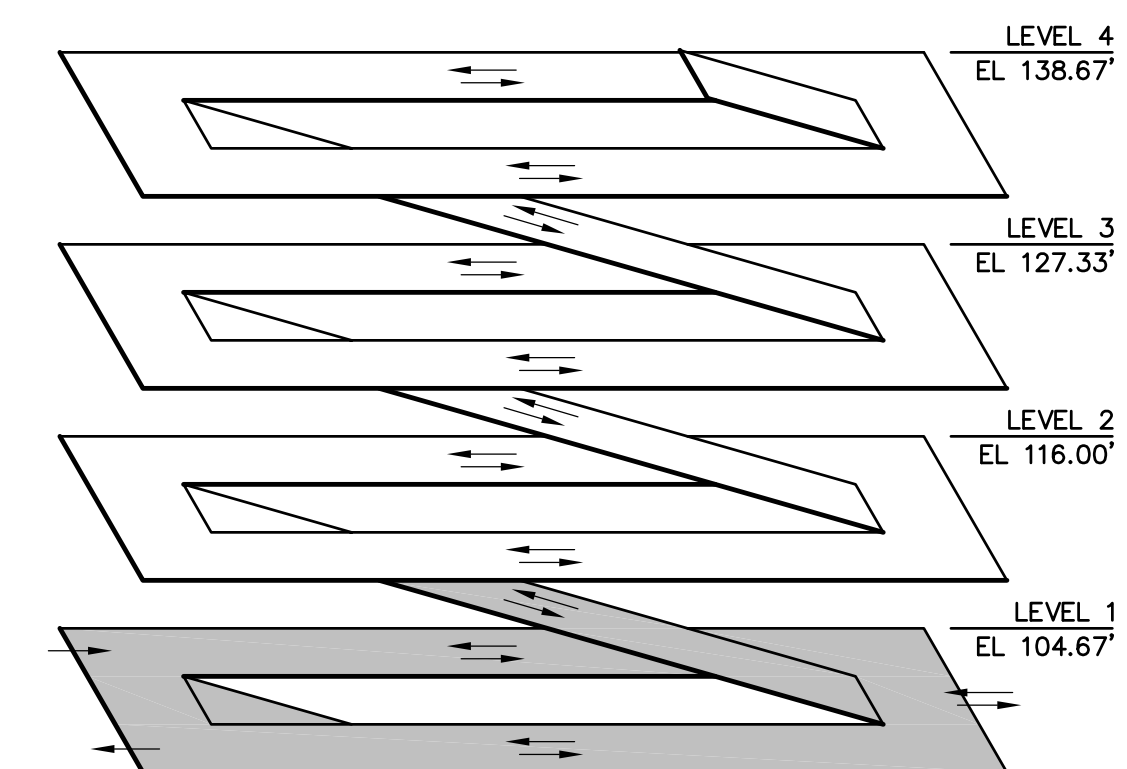
XN1-2015-142-SN-AP

- INDICATES PLAN MATCH LINE.
- PARKING SPACE STRIPING TO BE 4" WIDE YELLOW STRIPING, REFER TO DWG. AP501 FOR ADD'L INFORMATION.
- CROSS HATCH STRIPING TO BE 4" WIDE YELLOW STRIPING AT 24" O.C. TO BE PLACED AT LOCATIONS AS SHOWN ON THE PLANS, REFER TO DWG. AP501 FOR ADD'L INFORMATION.
- DIRECTIONAL ARROWS TO BE PAINTED YELLOW AT LOCATIONS AS SHOWN ON THE PLANS, REFER TO DWG. AP501 FOR ADD'L INFORMATION.
- PAINTED GRAPHICS TO BE PLACED AT LOCATIONS AS SHOWN ON THE PLANS, REFER TO DWG. AP501 FOR ADD'L INFORMATION.
- XXX-X (XXX) REPRESENTS SIGN MARK, REFER TO SHEET AP601 - SIGN SCHEDULE. THE SECOND CHARACTER (-X) IS THE SIGN MOUNTING DETAIL, REFER TO SHEET AP601 - SIGN MOUNTING SCHEDULE. ALL SIGNAGE AND GRAPHICS TO BE PLACED AS SHOWN ON PLANS AND PER DETAIL XX/AP521. REFER TO SHEETS AP511 & AP521 FOR ADDITIONAL SIGN INFORMATION.
- ALL SIGNS LOCATED AT ENTRY/EXIT SHOULD BE CENTERED IN LANES, TYPICAL.
- PARKING SPACE STRIPING DIMENSIONS INDICATED ARE NOMINAL DIMENSIONS. TOLERANCES ARE AS FOLLOWS:
  - A. PARKING SPACE LENGTH = INDICATED LENGTH ± 2".
  - B. PARKING SPACE WIDTH = INDICATED WIDTH ± 1".
  - C. BASE LINE LENGTH = INDICATED LENGTH ± 1".
  - D. STRIPE WIDTH = 4" ± 1/4".
  - E. TOTAL OVERALL STRIPING BASELINE DIMENSIONS = INDICATED LENGTH ± 2" PER RUN.
- PARKING SPACE DIMENSIONS INDICATED ARE FROM THE FACE OF A WALL OR COLUMN, UNLESS OTHERWISE INDICATED OR NOTED.
- RESET PANEL FOR CAR COUNT SYSTEM IN NEMA LOCKABLE BOX. COORDINATE FINAL LOCATION WITH OWNER.
- 6" CONCRETE FILLED STEEL BOLLARD, REFER TO DETAIL 9/AP501, TYPICAL.

**PARKING SUMMARY**

DESCRIPTION	STANDARD	VAN ADA	ADA	TOTAL
LEVEL 4	165	---	---	165
LEVEL 3	171	---	2	173
LEVEL 2	171	---	2	173
LEVEL 1	138	3	7	148
<b>GARAGE TOTAL</b>	<b>645</b>	<b>3</b>	<b>11</b>	<b>659</b>
LOT SPACES LOST	179	---	4	183
<b>NET GAIN</b>	<b>466</b>	<b>3</b>	<b>7</b>	<b>476</b>

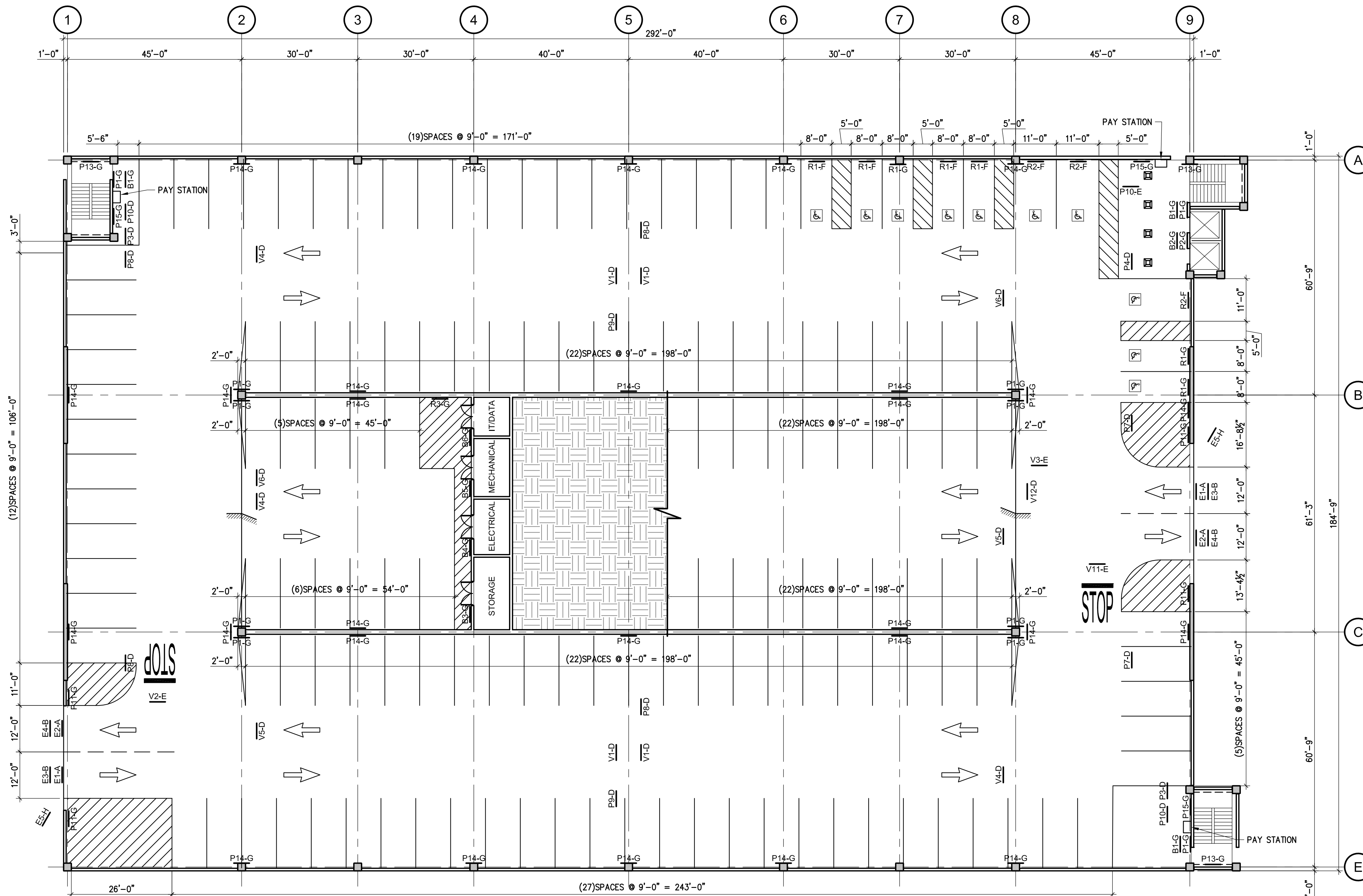
STANDARD SPACE = 9'-0" x 18'-0"  
 ADA VAN = 8'-0" X 18'-0" W/ 8'-0" ACCESS AISLE  
 ADA STD = 8'-0" X 18'-0" W/ 5'-0" ACCESS AISLE  
 PARKING ANGLE = 90°



NOTE - DATUM ELEVATION 100'-0" = 5,000.00 MSL

ISOMETRIC  
 NO SCALE

XN1-2015-142-ISO



**1 LEVEL 1 PLAN - ARCHITECTURAL PARKING**  
 1/16" = 1'-0"



**PRECAST**

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PROJECT MGR. Rob McConnell  
 DESIGN ENG. Greg Ethrke  
 DRAWN BY Ray Mulvaney

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DRAWING TITLE  
**LEVEL 1 PLAN - ARCHITECTURAL PARKING**

PROJECT NO.  
**N1-2015-142**

DRAWING NO.  
**AP101**

**PRECAST**

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DESIGN ENG. Greg Ethrke  
DRAWN BY Ray Mulvaney

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DRAWING TITLE  
**LEVEL 2 PLAN - ARCHITECTURAL PARKING**

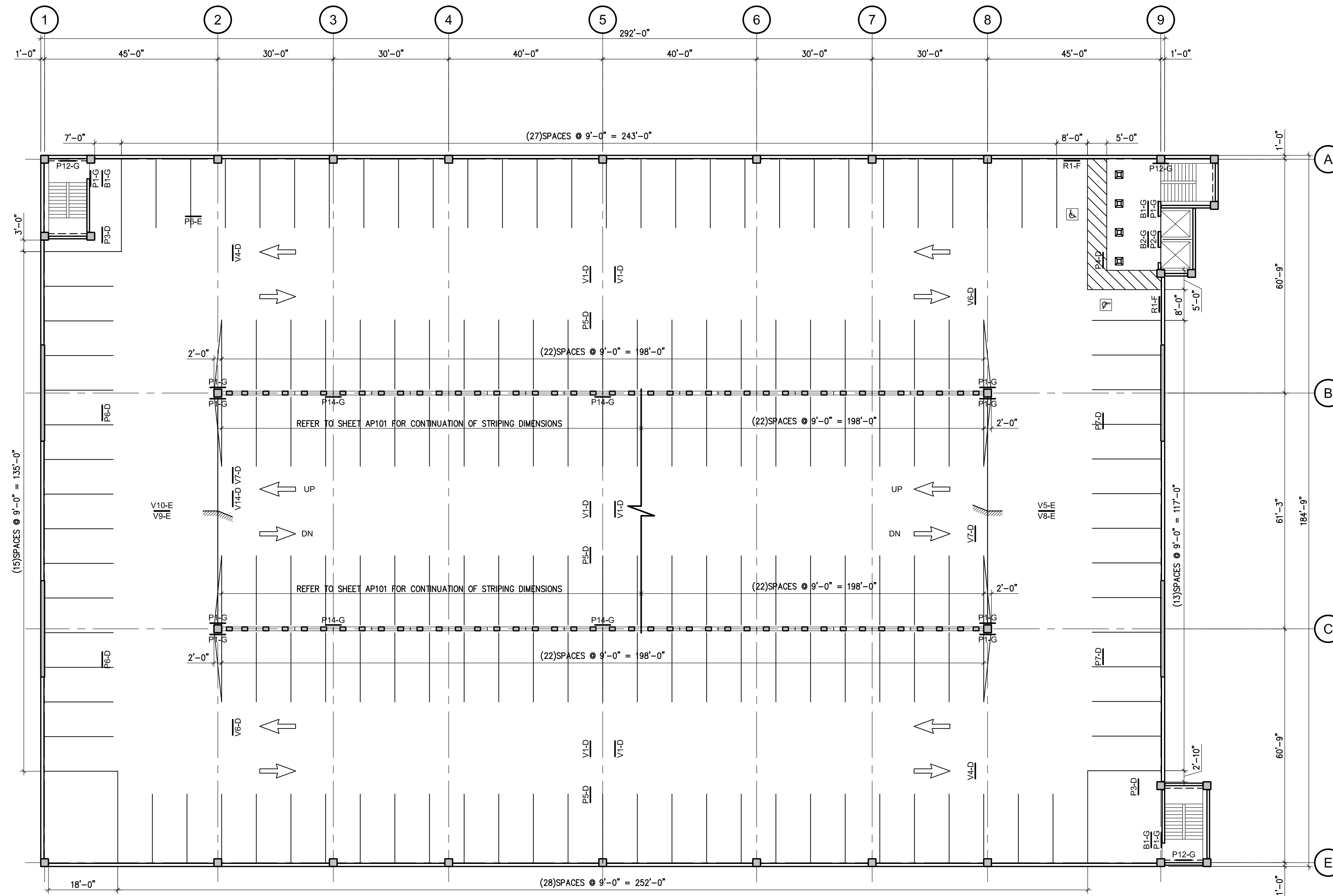
PROJECT NO.  
**N1-2015-142**

DRAWING NO.  
**AP102**

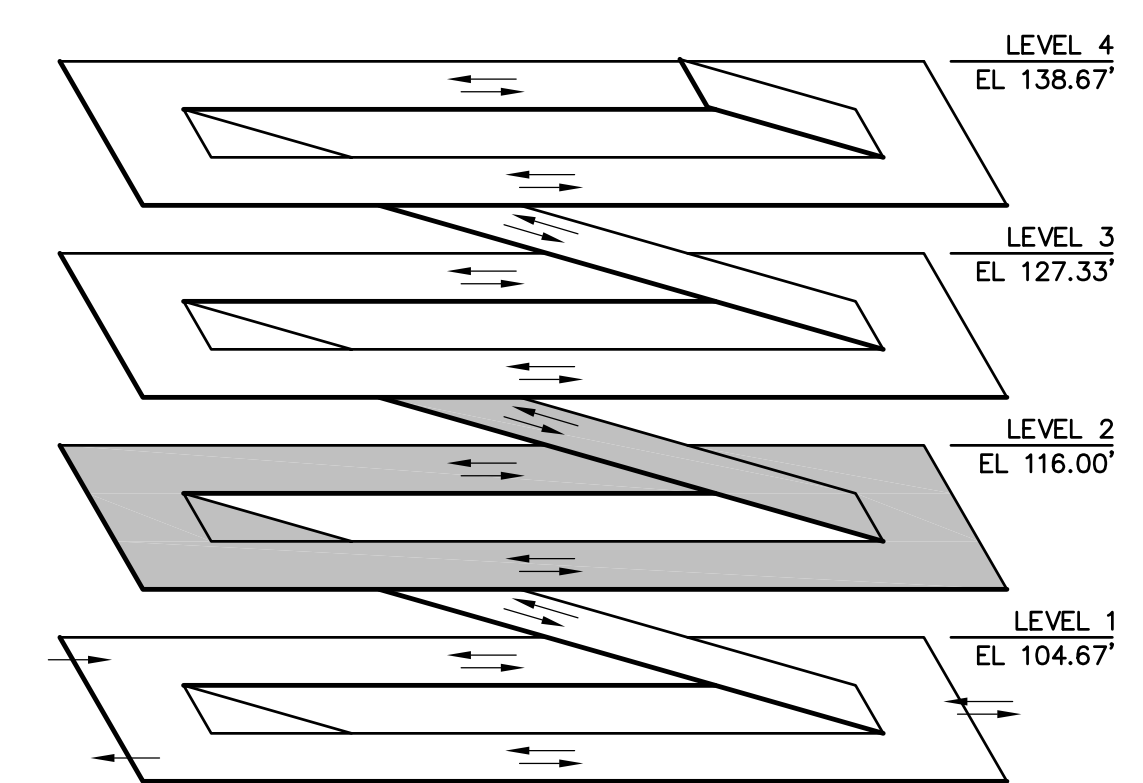
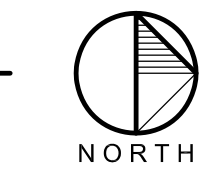
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- CROSS HATCH STRIPING TO BE 4" WIDE YELLOW STRIPING AT 24" O.C. TO BE PLACED AT LOCATIONS AS SHOWN ON THE PLANS, REFER TO DWG. AP501 FOR ADD'L INFORMATION.
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- RESET PANEL FOR CAR COUNT SYSTEM IN NEMA LOCKABLE BOX. COORDINATE FINAL LOCATION WITH OWNER.
- 6" CONCRETE FILLED STEEL BOLLARD, REFER TO DETAIL 9/AP501, TYPICAL.



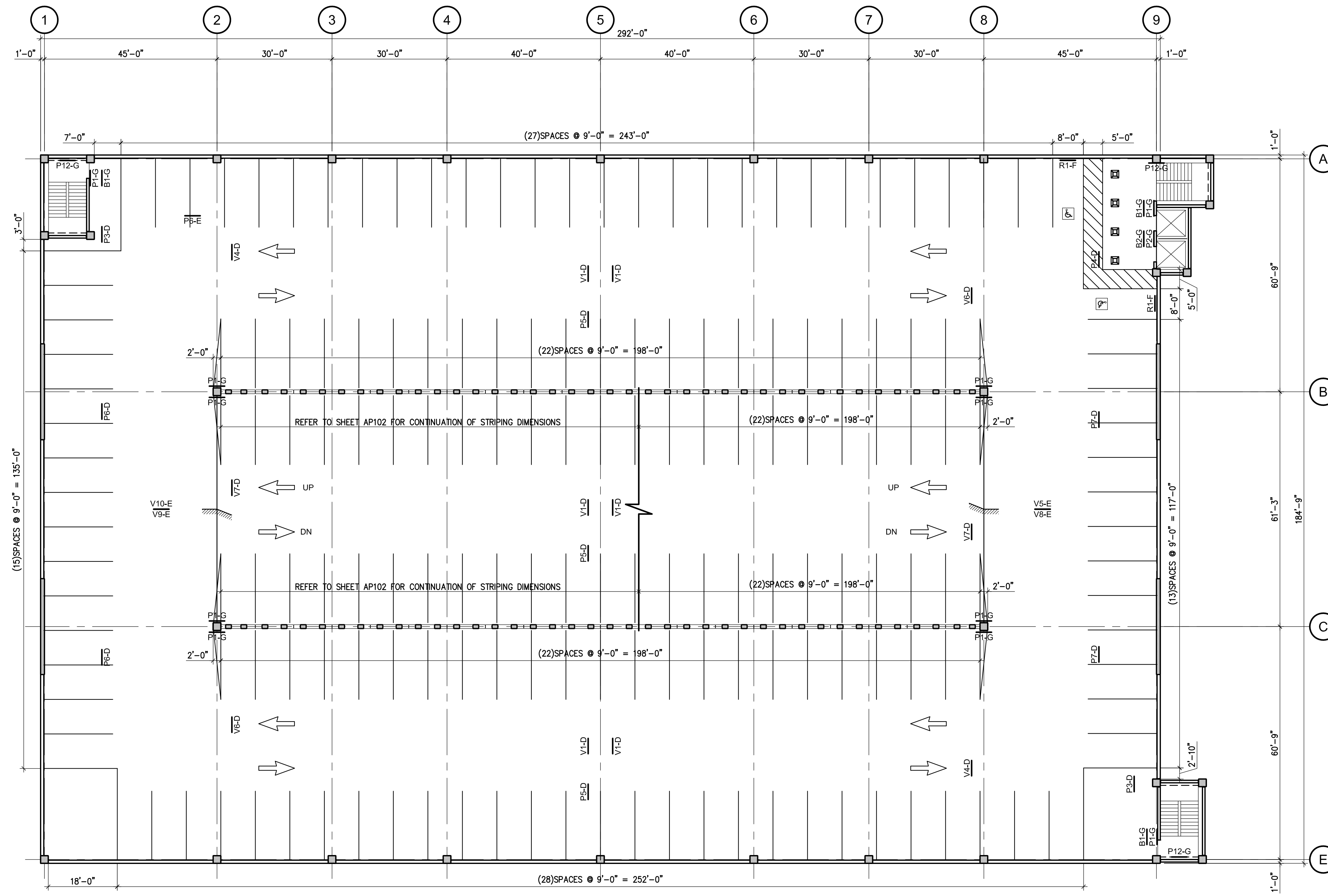
**1** LEVEL 2 PLAN - ARCHITECTURAL PARKING  
1/16" = 1'-0"



NOTE - DATUM ELEVATION 100'-0" = 5,000.00 MSL

ISOMETRIC  
NO SCALE

XN1-2015-142-ISO



**SHEET NOTES:**

XN1-2015-142-SN-AP

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South College  
 Parking Structure  
 Colorado State  
 University

Fort Collins, Colorado

**PRECAST**

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PROJECT MGR. Rob McConnell  
 DESIGN ENG. Greg Ethrke  
 DRAWN BY Ray Mulvaney

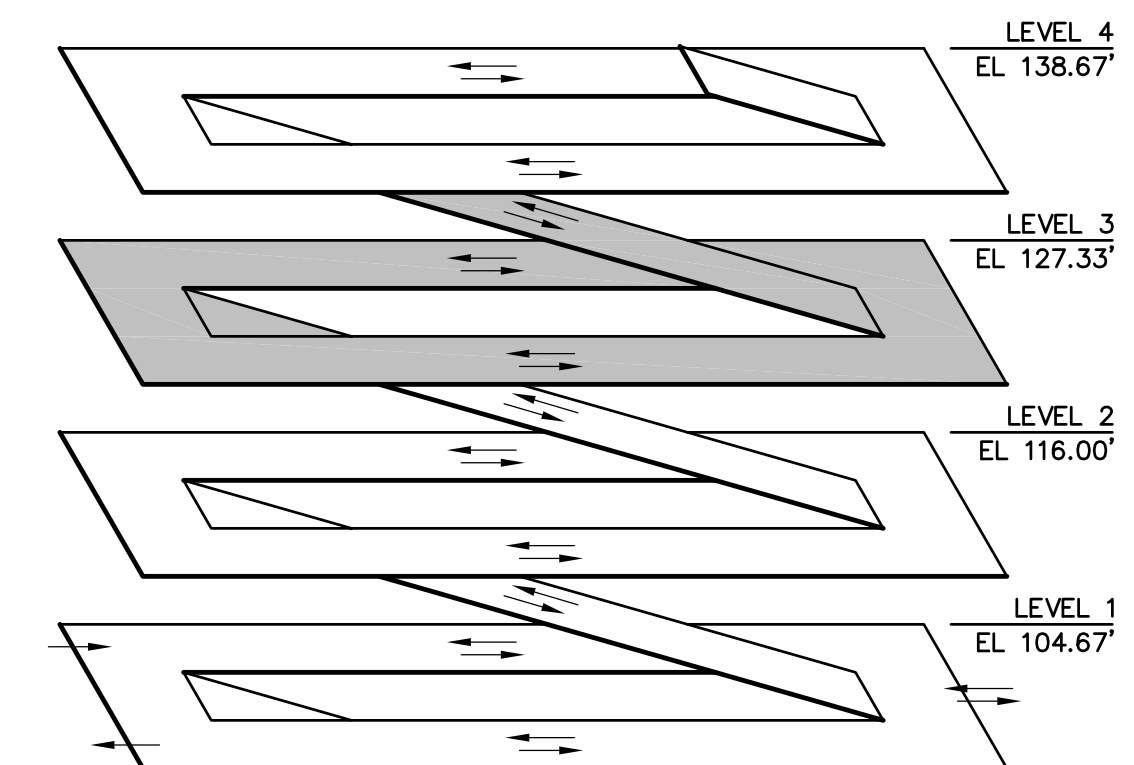
ISSUED/REV. NO.	DATE	DESCRIPTION
	03/13/15	ISSUED FOR REVIEW

DRAWING TITLE  
**LEVEL 3 PLAN - ARCHITECTURAL PARKING**

PROJECT NO.  
**N1-2015-142**

DRAWING NO.  
**AP103**

**1** LEVEL 3 PLAN - ARCHITECTURAL PARKING  
 1/16" = 1'-0"



NOTE - DATUM ELEVATION 100'-0" = 5,000.00 MSL

ISOMETRIC  
 NO SCALE

XN1-2015-142-ISO

SHEET NOTES:

XN1-2015-142-SN-AP

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South College  
Parking Structure  
Colorado State  
University

Fort Collins, Colorado

PRECAST

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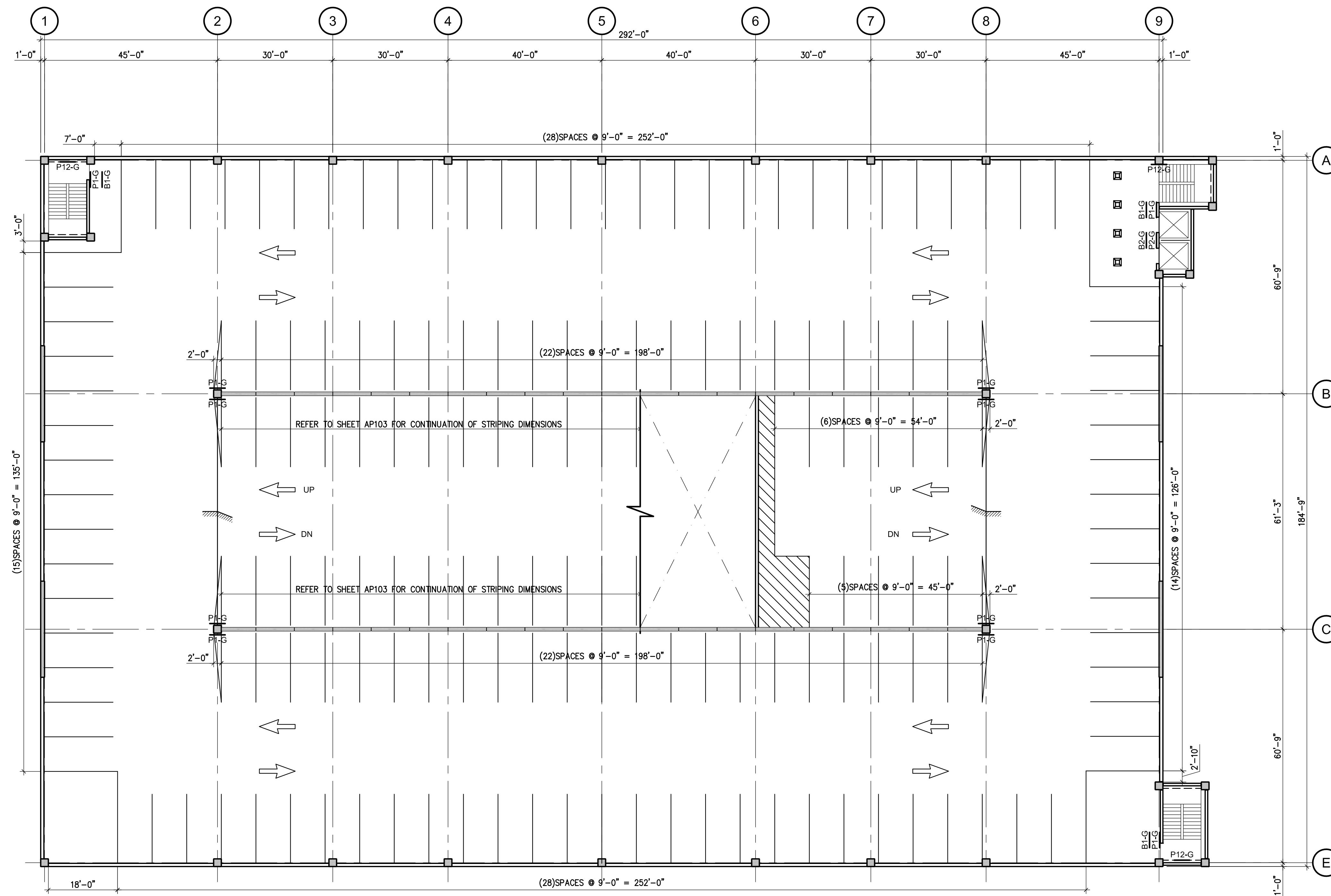
PROJECT MGR. Rob McConnell  
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ISSUED/REV. NO.	DATE	DESCRIPTION
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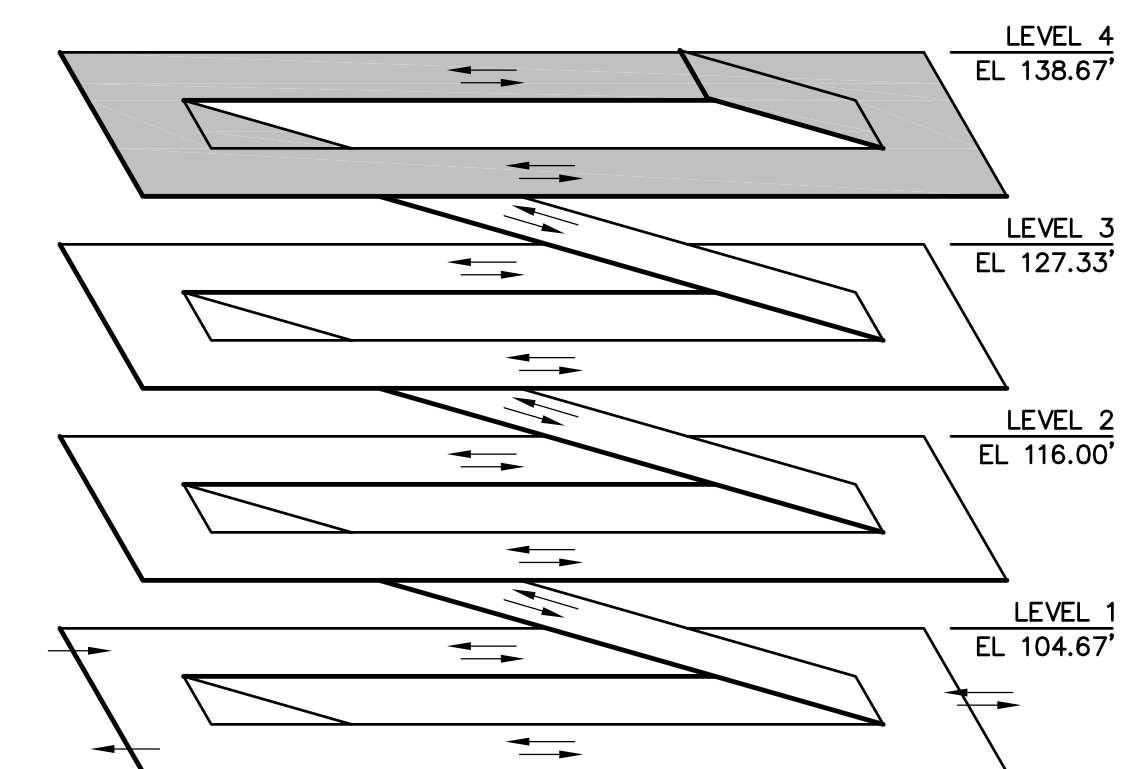
DRAWING TITLE  
**LEVEL 4 PLAN - ARCHITECTURAL PARKING**

PROJECT NO.  
N1-2015-142

DRAWING NO.  
**AP104**



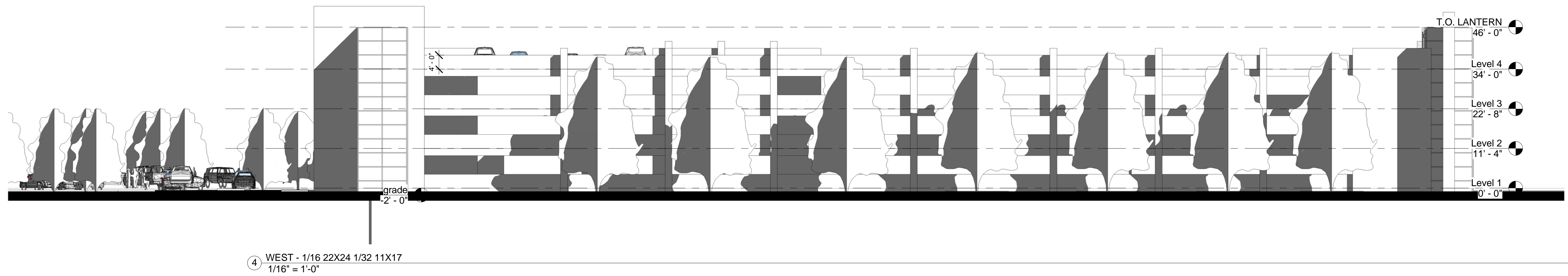
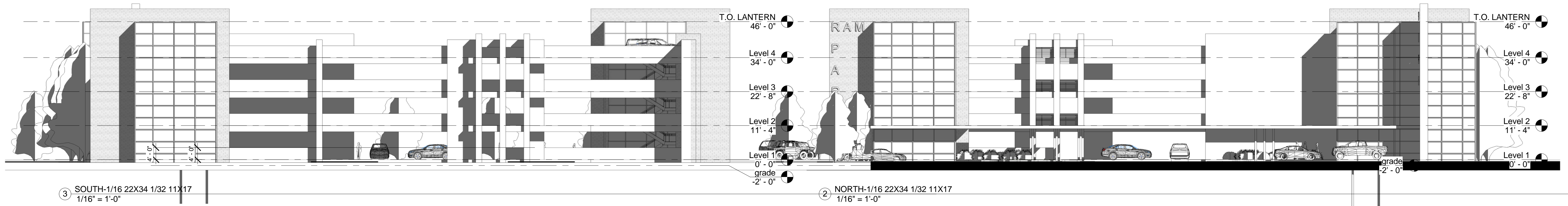
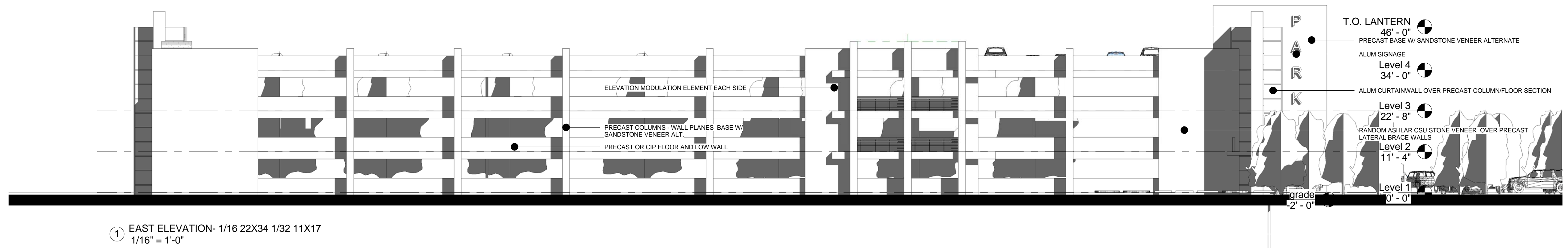
**1** LEVEL 4 PLAN - ARCHITECTURAL PARKING  
1/16" = 1'-0"

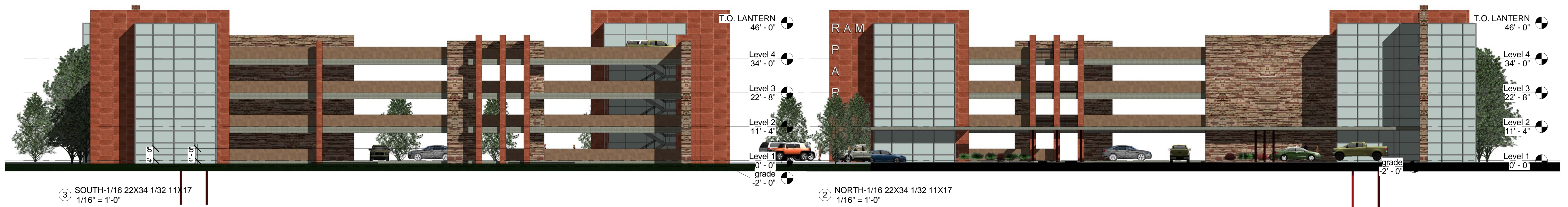
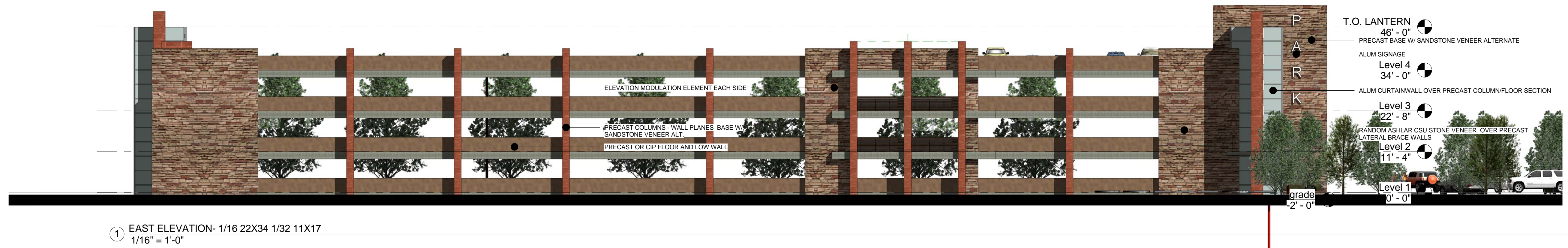


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ISOMETRIC  
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XN1-2015-142-IS0

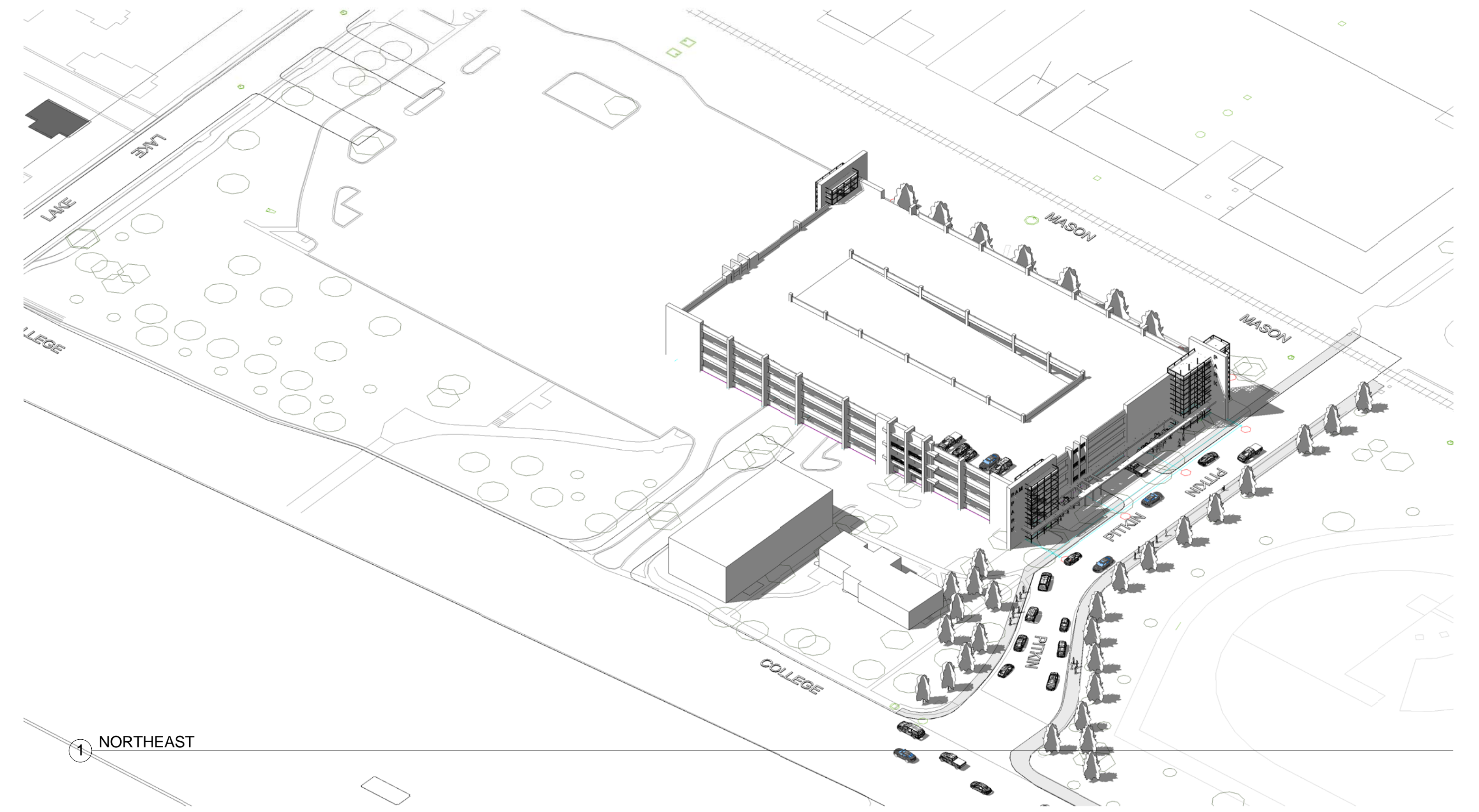




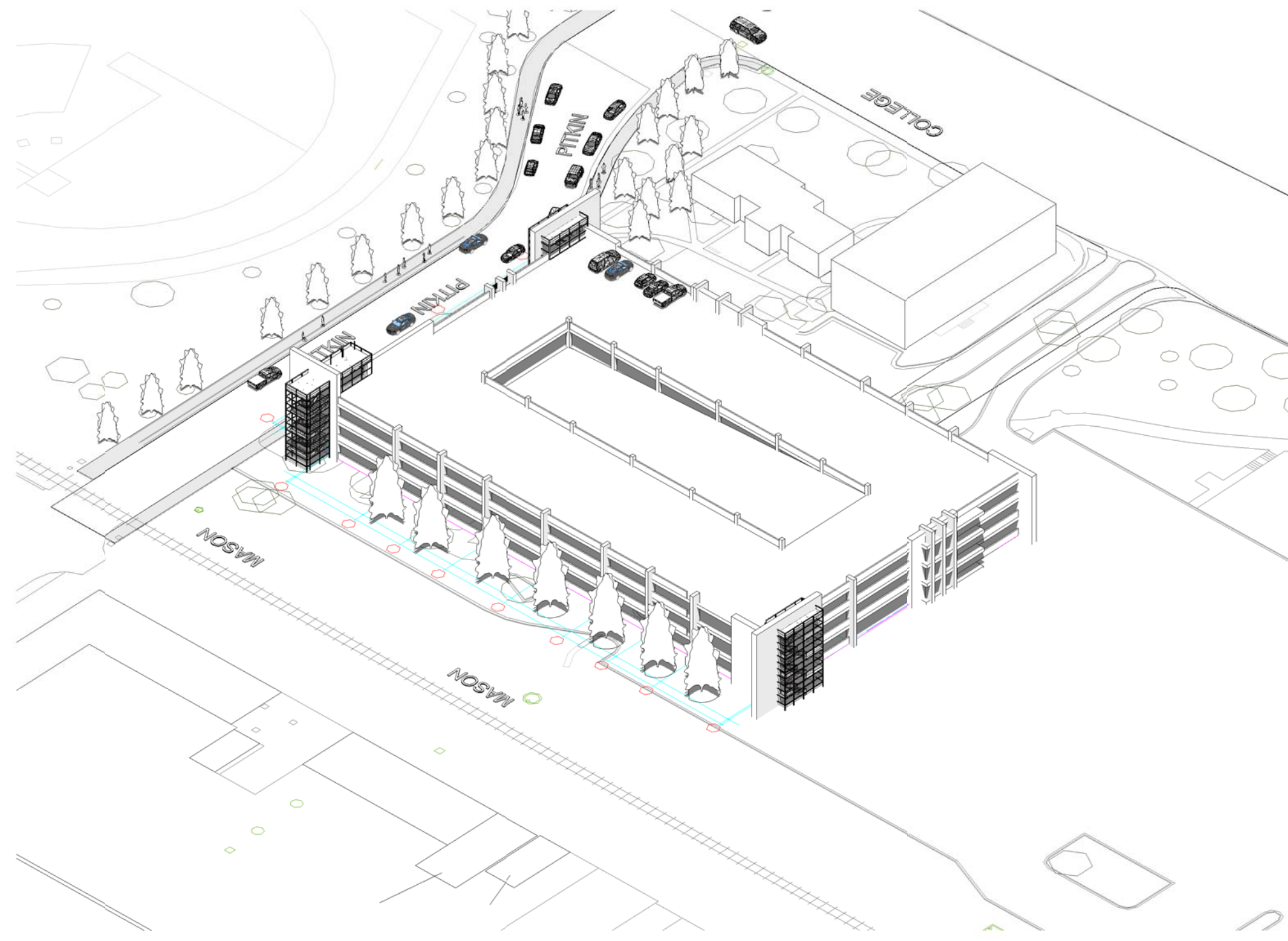




③ SOUTHEAST



① NORTHEAST



④ SOUTHWEST



② NORTHWEST



June 09, 2015

David Hansen  
Colorado State University  
6030 Campus Delivery  
Fort Collins, CO 80523

**Re:** CSU Parking Garage

**Description of project:** This is a request to build a parking garage on the CSU campus (Parcel #9714413904). The garage will replace an existing portion of a surface parking lot and result in a net gain of 466 parking spots. The proposed garage will be four stories. The parcel is located in the Community Commercial (CC) zone district. This proposal will be subject to Site Plan Advisory Review (SPAR).

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, Jason Holland, at 970-224-6126 or [jholland@fcgov.com](mailto:jholland@fcgov.com).

**Comment Summary:**

**Department: Zoning**

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

1. Regarding signage City code required a vertical sign or message be no taller than 7' in height. It appears that proposed signage shows the vertical message "PARK" to be taller than 7'.
2. No other comment.

**Department: Water-Wastewater Engineering**

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

1. It is anticipated no new water or sewer services will be needed with this project. If that changes, please coordinate with Water Utilities Engineering at 970-221-6700.
2. If needed for fire hydrant or fire line installation, the nearest City water main is located in the easternmost lane of College Avenue.

**Department: Traffic Operations**

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

1. We look forward to receiving a TIS to determine the impact of the structure on area City streets.
2. As noted in the kickoff meeting, the trail relocation to the east side of the garage and dumping onto Pitkin mid block is very concerning. With the signal going in at Mason, we believe that is a more appropriate location for peds/bike to cross Pitkin. Revising the layout of the garage to bring the trail from the underpass and along the south side of the garage to the Mason Trail is preferable (not just sharrows, but as a trail south of the drive aisle).
3. The garage entrance on the south side is not aligned with the parking aisles to the south, and appears to have tight turning radius and sight distance issues.
4. It appears that a new access driveway is proposed on Pitkin for just the 7 parking spaces on the east side of the garage. Can the driveway be eliminated and the parking accessed from other directions? Also - if the trail to Pitkin is relocated to south of the garage, then additional parking could be provided in this area.

**Department: Stormwater Engineering**

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

1. The only stormwater requirement for this site is that the peak 100-year runoff cannot exceed the runoff assumed in the Mason Street Outfall design. Water quality is provided in the existing water quality pond at the MSO outfall. LID would be desirable from the City's standpoint but is not required.

**Department: Fire Authority**

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

1. FIRE LANES  
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.
2. SPECIAL ACCESS CONSIDERATIONS FOR BUILDINGS GREATER THAN 30' IN HEIGHT

**AERIAL FIRE APPARATUS ACCESS ROADS - WHERE REQUIRED**

IFC D105.1: Where the vertical distance between the grade plane and the highest roof surface exceeds 30 feet, approved aerial fire apparatus access roads shall be provided. For purposes of this section, the highest roof surface shall be determined by measurement to the eave of a pitched roof, the intersection of the roof to the exterior wall, or the top of parapet walls, whichever is greater.

**AERIAL FIRE APPARATUS ACCESS ROADS - WIDTH**

IFC D105.2; FCLUC 3.6.2(B)2006; and Local Amendments: Aerial fire apparatus access roads shall have a minimum unobstructed width of 30 feet, exclusive of shoulders, in the immediate vicinity of the building or portion thereof.

**AERIAL FIRE APPARATUS ACCESS ROADS - PROXIMITY TO BUILDING**

2012 IFC D105.3: At least one of the required access routes meeting this condition shall be located within a minimum of 15 feet and a maximum of 30 feet from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial fire apparatus access road is positioned shall be approved by the fire code official.

### 3. FIRE STANDPIPE SYSTEM

IFC Sections 905 and 913: Standpipe systems shall be provided in new buildings and structures in accordance with Section 905 or the 2006 International Fire Code. Approved standpipe systems shall be installed throughout buildings where the floor level of the highest story is located more than 30 feet above the lowest level of fire department vehicle access, or where the floor level of the lowest story is located more than 30 feet below the highest level of fire department vehicle access. The standpipe system shall be capable of supplying at minimum of 100 psi to the top habitable floor. An approved fire pump may be required to achieve this minimum pressure.

### 4. HYDRANT FOR STANDPIPE SYSTEMS

IFC 507.1.1: Buildings equipped with a standpipe system installed in accordance with Section 905 shall have a fire hydrant within 100 feet of the fire department connections. Exception: The distance shall be permitted to exceed 100 feet where approved by the fire code official.

### 5. 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.
2. 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.

Looking down the road, please include a note on the tree mitigation plan or landscape plan, as appropriate, that requires a tree removal to occur outside of the migratory songbird nesting season (February 1-July 31), or that a survey be conducted prior to removal to ensure no active nests in the area.

#### **Department: Engineering Development Review**

**Contact: Sheri Langenberger, 970-221-6573, [slangenberger@fcgov.com](mailto:slangenberger@fcgov.com)**

1. If there is any way that this project could improve the sidewalk along College Ave that would be great. A detached sidewalk would be best, but even if it could just be the widening of the narrow sidewalk it would improve this situation.
2. This project is responsible for dedicating any right-of-way and/ or easements that are necessary for infrastructure to be owned and maintained by the City.
3. This site is adjacent to CDOT roadway and all access to the site is governed by an access control plan. Plans will need to be routed to CDOT for review and the applicant may need to obtain updated access permits from CDOT.

4. Engineering, Traffic Operation, and FC Moves met and discussed the bicycle route that you are proposing and we are not fans of the midblock crossing on Pitkin. We think the route would be more effective, efficient and better if the route either curled back to the south and ran along the drive isle to the south of the structure or even if the bikes were directed west along the north side of the structure and then crossed at the controlled crossing at Mason Street.
5. Utility plans will be needed if you decide that you will be installing a water main and fire hydrant off of the City main in College Avenue. For the portion of the main and hydrant that are located outside of College Avenue right-of-way utility easement dedication will be needed for this.  
As discussed at the meeting, plans for a connection to the City water main in College can be reviewed and approved ahead of the project to facilitate getting the work in College done prior to the CDOT overlay project.
6. It was identified in the conceptual meeting that a City electric line is within an easement across the parking lot where the structure is planned and that the line will need to be relocated around the new structure. A utility easement will need to be dedicated to the City for this line relocation.

**Department: Electric Engineering**

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

1. Light & Power has existing electric facilities running North & South adjacent to the proposed site and also running East & West across the proposed site feeding 1301 & 1311 S. College. Any modification or relocation to the existing electric facilities will be at the applicants expense.
2. Will CSU be providing power to the proposed garage or will the City be providing power?
3. If Light & Power will be providing power a transformer location will need to be coordinated within 10' of an all weather drive-over surface accessible by a line truck.
4. A C-1 Form and a One-line diagram will need to be submitted to Light & Power Engineering with power needs.
5. Electric Capacity fee, Building Site charges, and system modification charges where applicable will apply.  
Contact Light & Power Engineering @ 970-221-6700.

**Planning Services**

**Contact: Jason Holland, 970-224-6126, [jholland@fcgov.com](mailto:jholland@fcgov.com)**

1. It might help to clarify on the elevations the character of the glazing material enclosing the stair towers. How much opacity/reflectivity? Example photographs of materials for P&Z might be helpful.
2. Are lighting fixtures proposed on the parking structure? It would help to show the locations for new exterior lighting fixtures and clarify full cutoff/down directional lighting will be provided.
3. 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.

4. 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.
5. 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>.
6. 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.
7. Please see the Submittal Requirements and Checklist at:  
<http://www.fcgov.com/developmentreview/applications.php>.
8. 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.
9. When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.