

Conceptual Review Agenda

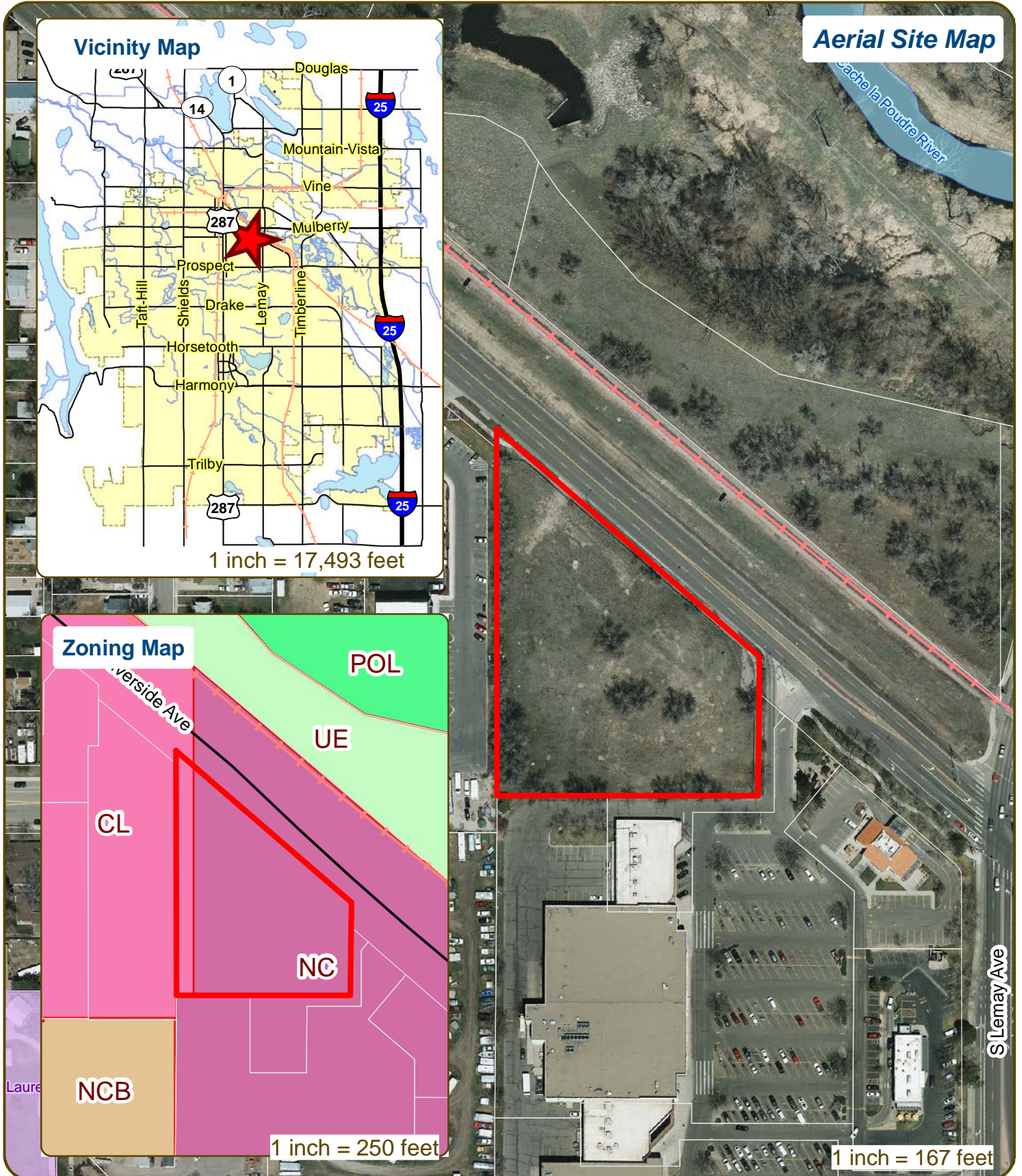
Schedule for 06/02/14 to 06/02/14

281 Conference Room A

Monday, June 2, 2014

Time	Project Name	Applicant Info	Project Description	Planner
9:30	1005 Riverside Avenue - Office CDR140036	Russell Lee (970) 224-5828 russ.lee@ripleydesigninc.com	This proposal is for a three-story office building on the vacant parcel at 1005 Riverside Ave. (Parcel #97131-00-004). The new building will be approximately 45,000 square feet with 134 surface parking spaces and 38 parking spaces located in a first floor garage. The site is located in the Neighborhood Commercial (NC) zone district. Offices are subject to Administrative (Type I) review.	Jason Holland
10:15	9570 Hearthfire Way - Annexation & Residential CDR140038	Scott Milewski (970) 581-9722 milewskib@aol.com	This proposal to annex land into the City for a residential or event center use at 9570 Hearthfire Way (Parcel # 88302-00-016). The site is approximately 9 acres containing a house, oil pump house, and wetlands. The development proposal calls for subdividing land for residential or an event center use. The City's Structure Plan calls for this area to be zoned Urban Estate (UE). Single family homes are subject to Administrative (Type 1) review & small scale reception centers are subject to Planning & Zoning Board (Type 2) review.	Ryan Mounce
11:00	1127 West Prospect Road - Wireless Telecommunications Facility CDR140037	Ken Bradtke (714) 726-9433 kbradtke@atlastowers.com	This proposal is for a wireless telecommunications tower at 1127 West Prospect Road (Parcel #9722-16-1004). The 85-foot monopole tower will be located in the center of the parcel surrounded by a 50x50 foot fence. The site is located in the Neighborhood Commercial (NC) zone district. Wireless telecommunications facilities are subject to Administrative (Type I) review.	Ryan Mounce

1005 Riverside Ave Office



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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) _____

Russell Lee, Ripley Design, Inc. Land Planner; Chuck Yocum, Developer

Business Name (if applicable) Ripley Design, Inc.

Your Mailing Address 401 West Mountain Fort Collins, CO 80521

Phone Number 970.224.5828 Email Address russ.lee@ripleydesigninc.com

Site Address or Description (parcel # if no address) 1005 Riverside Drive Fort Collins, CO

Description of Proposal (attach additional sheets if necessary) The proposed development consists of a single office building development. The site plan assumes storm water detention will not be required. After water quality treatment, storm water will be discharged into the adjacent old town outfall.

Proposed Use Office Existing Use Vacant

Total Building Square Footage 34,200 S.F. Number of Stories 2 Lot Dimensions 331'x468'x437'x183'

Age of any Existing 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.

A small portion is in the City's

Is your property in a Flood Plain? [x] Yes [] No If yes, then at what risk is it? high risk 100 year flood plain

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

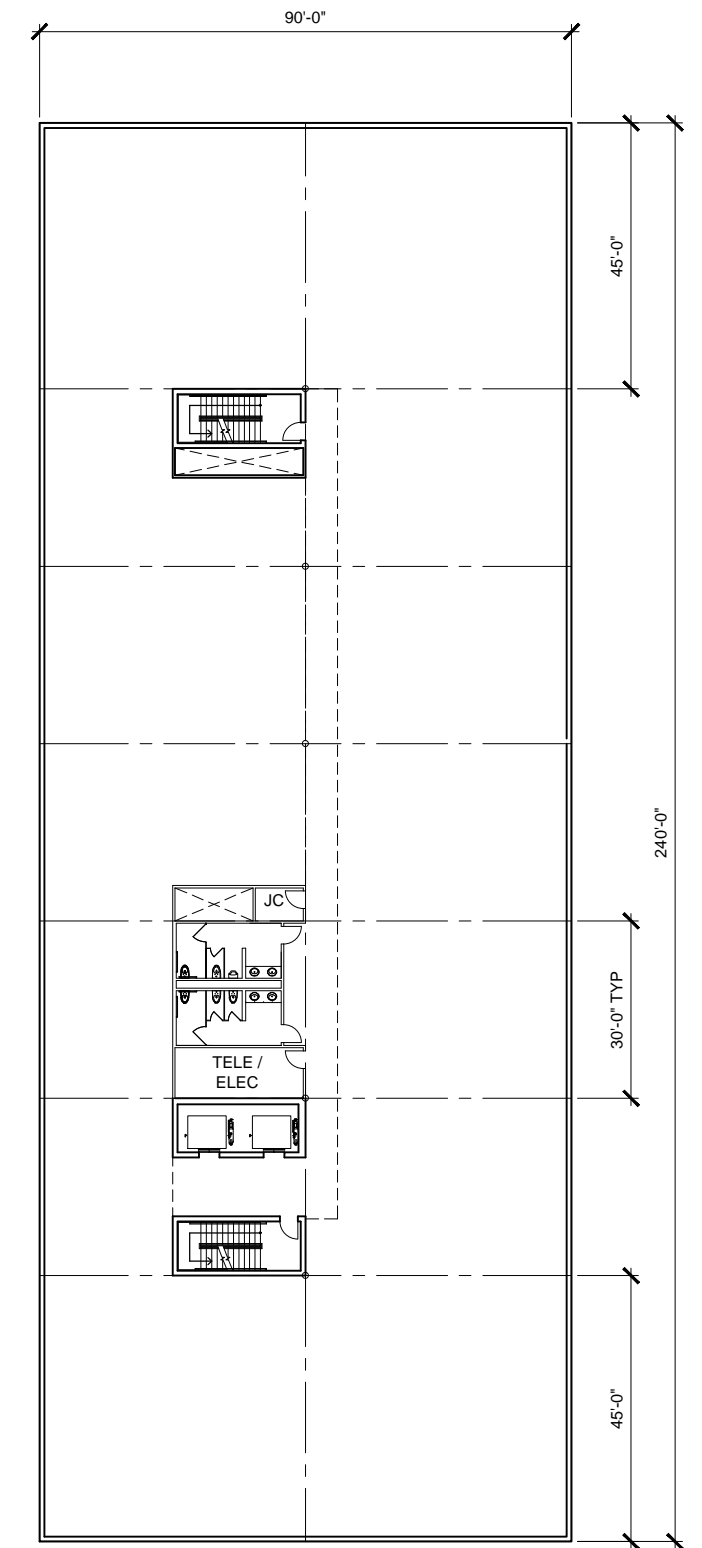
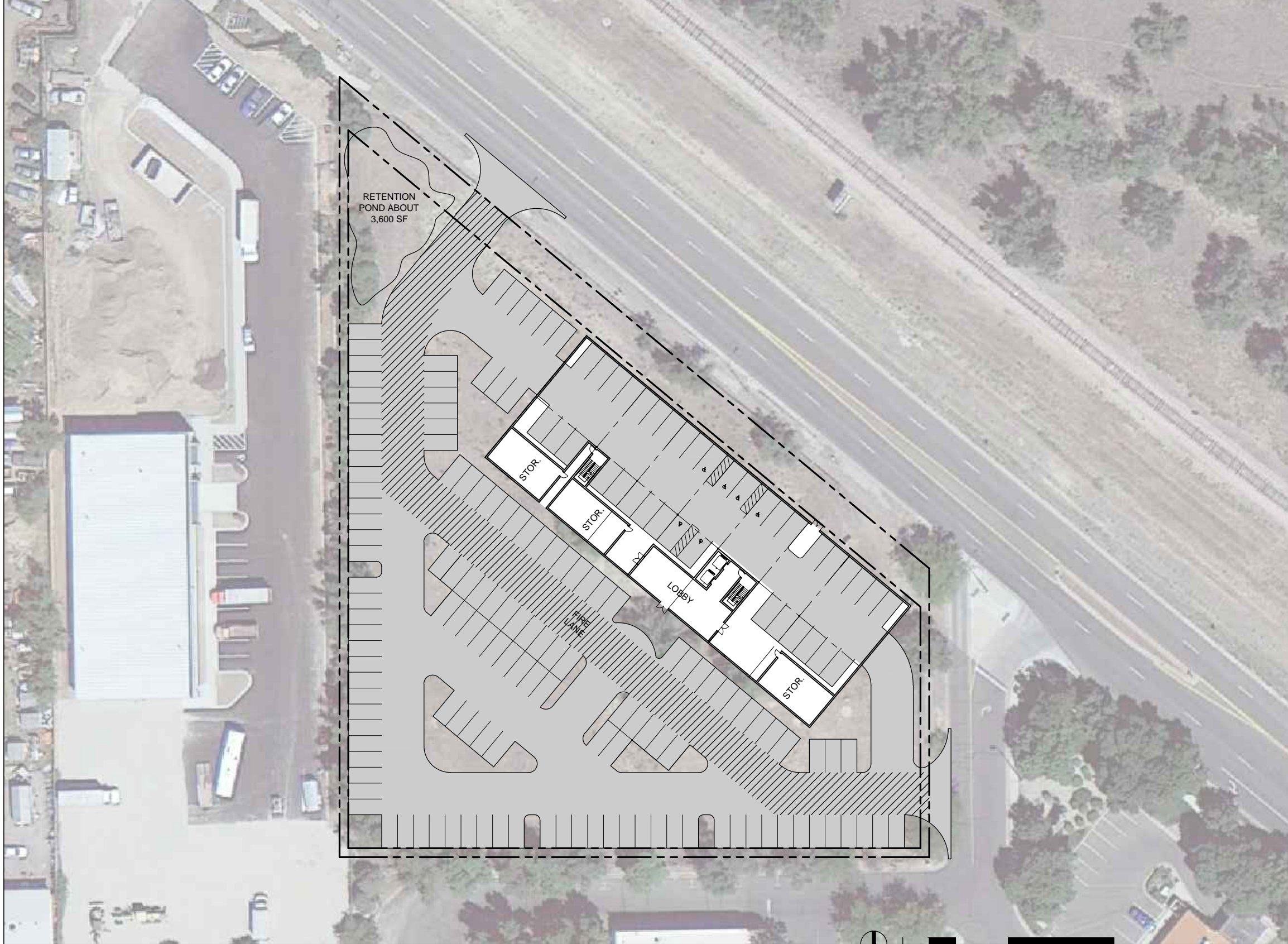
Increase in Impervious Area +/- 73,607 S.F. (Approximate amount of additional building, pavement, or etc. that will cover existing bare ground to be added to the site)

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?

SITE LAYOUT & UPPER LEVEL FLOOR PLAN

BUILDING AREA: 1ST FLOOR = 2,560 SF LOBBY & 2,819 SF STORAGE, 2ND FLOOR = 19,176 SF OFFICE, 3RD FLOOR = 20,520 SF OFFICE, TOTAL SF: 45,075 SF | PARKING: 172 SPOTS @ 4.0/1000



1005 RIVERSIDE MOB
a project for
UNITED PROPERTIES

powers
brown
archit
ecture



June 17, 2014

Russell Lee
Ripley Design, Inc.
401 West Mountain
Fort Collins, CO 80521

Re: 1005 Riverside Avenue - Office

Description of project: This proposal is for a three-story office building on the vacant parcel at 1005 Riverside Ave. (Parcel #97131-00-004). The new building will be approximately 45,000 square feet with 134 surface parking spaces and 38 parking spaces located in a first floor garage. The site is located in the Neighborhood Commercial (NC) zone district. Offices are 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, Jason Holland, at 970-224-6126 or jholland@fcgov.com.

Comment Summary:

Department: Zoning

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

1. The application indicates that the new building will be 34,200 s.f. and Conceptual Review Agenda indicates 45,000 s.f. As a general office use the 103 parking spaces would be the maximum number of parking spaces permitted if the 34,200 s.f. floor area were used and a maximum of 135 parking spaces permitted if the 45,000 s.f. floor area were used. This contrasts with the 172 parking spaces you propose. A modification or alternative compliance is required for what's proposed. (LUC 3.2.2[K][2][a]) If the use is for a medical office, then the maximum number of parking spaces allowed for a 45,000 sf. building is 202, in which case the proposed number is ok.
2. In addition a minimum one bicycle space is required for every 4000 s.f. of floor area with a split of 20% of these being interior or sheltered and 80% being open outside fixed rack(s) storage. (LUC 3.2.2[C][4][b])
3. No trash enclosures are shown. Please refer to LUC 3.2.5 for standards.
4. The height of the building needs to be clarified. The application states it's a two story building but the site plan indicates it's 3 stories.
5. The building design needs to comply with the requirements of Sec. 3.5.3 of the LUC.

Department: Water-Wastewater Engineering

Contact: Roger Buffington, 970-221-6854, rbuffington@fcgov.com

1. Existing water mains and sanitary sewers in this area include a 12-inch water main and a 10-inch sewer in Riverside, an 8-inch water main and an 8-inch sewer in easements in the drive area on the property to the east and a 6-inch water main and a 27-inch sewer in easements on the property to the west.
2. At one time, there was a business located on this site which may have had water and sewer service. Additional research is needed to determine if water and sewer service had been established.
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. If service was previously established, credit will be applied to the fees.

Department: Stormwater Engineering

Contact: Wes Lamarque, 970-416-2418, wlararque@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.
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 now required when the impervious area is increased or a site is 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. Please contact Basil Hamdan at 224-6035 or bhamdan@fcgov.com for more information. There is also more information on the EPA web site at: http://water.epa.gov/polwaste/green/bbfs.cfm?goback=.gde_4605732_member_219392996.
LID design information can be found on the City's web site at:
<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guidelines-regulations/stormwater-criteria>.
5. The outfall for the site has 3 potential options. All 3 options are below grade with storm sewers. The applicant needs to schedule a meeting with the Stormwater Utility for the best outfall scenario.
6. 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.

7. The design of this site must conform to the drainage basin design of the Old Town Master Drainage Plan as well the Fort Collins Stormwater Manual.
8. Portions of this property are located in the City-regulatory 100-year Old Town Basin floodway and flood fringe, and the proposed project must satisfy all safety requirements of Chapter 10 of City Municipal Code. A City Flood Risk Map is attached.
9. It appears that the building will be located outside of the floodplain, but be advised that if any portion of the building is in the floodplain, the entire building is considered to be in the floodplain.
10. Non-residential structures are allowed in the 100-year flood fringe, as long as the lowest finished floor of the building, and all duct work, heating, ventilation, electrical systems, etc. are elevated 18-inches above the Base Flood Elevation (BFE). This elevation is known as the Regulatory Flood Protection Elevation (RFPE). $RFPE = BFE + 18\text{-inches}$.
11. Basements are not allowed in the flood fringe. Crawl spaces (if used rather than slab-on-grade) must be built in conformance with Section 10-40 of City Code; including venting, sump pumps, etc. Venting requirements are found in Section 10-39 of City Code.
12. Any construction activities in the 100-year flood fringe (e.g. building, parking areas, driveways, fences, utility work, landscaping, etc.), as well as any work in the 100-year floodway, must be preceded by an approved floodplain use permit, the appropriate permit application fees, and approved plans. The permit form can be obtained at <http://www.fcgov.com/utilities/what-we-do/stormwater/flooding/forms-documents>.
13. In addition to the floodplain use permit, any construction activities in the floodway (cut, fill, curb cuts, driveways, vegetation, etc.) must be preceded by a No-Rise Certification. The No-Rise Certification must be prepared by a professional engineer licensed in the State of Colorado. The permit and certification forms can be obtained at <http://www.fcgov.com/utilities/what-we-do/stormwater/flooding/forms-documents>.
14. Development review checklists for floodplain requirements can be obtained at <http://www.fcgov.com/utilities/what-we-do/stormwater/flooding/forms-documents>. Please utilize these documents when preparing your plans for submittal. You can contact Shane Boyle of Stormwater Master Planning at sboyle@fcgov.com for floodplain CAD line work as required per the floodplain development review check list.
15. Please contact Brian Varrella; 970.416.2217, bvarrella@fcgov.com or Mark Taylor, 970.416.2494, mtaylor@fcgov.com with any questions or comments.

Department: Park Planning

Contact: Craig Foreman, 970-221-6618, cforeman@fcgov.com

1. 1. 6/02/2014: No comments

Department: Fire Authority

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

1. 2012 IFC CODE ADOPTION

Be advised, the Poudre Fire Authority and the City of Fort Collins have adopted the 2012 International Fire Code. Building plan reviews shall be subject to the adopted version of the fire code in place at the time of plan review submittal and permit application.

2. 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 20 foot minimum unobstructed width* & 14 foot minimum overhead clearance.
 - > Be designed as a flat, hard, 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.
 - > 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 painting and/or signage, and maintained unobstructed at all times.
- 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.

*STRUCTURES EXCEEDING 30' (OR) THREE OR MORE STORIES IN HEIGHT

IFC Appendix D; Poudre Fire Authority Administrative Policy 85-5: In order to accommodate the access requirements for aerial fire apparatus (ladder trucks), required fire lanes shall be 30 foot wide minimum on at least one long side of the building. 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.

3. AUTOMATIC FIRE SPRINKLER SYSTEM

This building will require an automatic fire sprinkler system under a separate permit.

4. GROUP S-2 AUTOMATIC SPRINKLER SYSTEM REQUIREMENTS

06IFC 903.2.9 & 903.2.9.1: An automatic sprinkler system shall be provided throughout buildings classified as enclosed parking garages (Group S-2 occupancy) in accordance with IBC 406.4 OR where located beneath other groups. Exception: Enclosed parking garages located beneath Group R3 occupancies.

5. WATER SUPPLY

Hydrant spacing and flow must meet minimum requirements based on type of occupancy. The proposed building will need a hydrant at or near the entrance to the property.

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.

6. 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

Department: Environmental Planning

Contact: Lindsay Ex, 970-224-6143, lex@fcgov.com

1. The applicant should make note of Article 3.2.1(C) that requires developments to submit plans that "... (4) protects significant trees, natural systems, and habitat". Note that a significant tree is defined as a tree having DBH (Diameter at Breast Height) of six inches or more. As several of the trees within this site may 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.
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.

Department: Engineering Development Review

Contact: Sheri Langenberger, 970-221-6573, slangenberger@fcgov.com

1. Larimer County Road Impact Fees and Street Oversizing Fees are due at the time of building permit. Please contact Matt Baker at 224-6108 if you have any questions.
2. The City's Transportation Development Review Fee (TDRF) is due at the time of submittal. For additional information on these fees, please see: <http://www.fcgov.com/engineering/dev-review.php>
3. Any damaged curb, gutter and sidewalk existing prior to construction, as well as streets, sidewalks, curbs and gutters, destroyed, damaged or removed due to construction of this project, shall be replaced or restored to City of Fort Collins standards at the Developer's expense prior to the acceptance of completed improvements and/or prior to the issuance of the first Certificate of Occupancy.
4. Please contact the City's Traffic Engineer, Martina Wilkinson (221-6887) 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. Dedications known to be needed at this time are: Right-of-way along Riverside as well as the standard easement behind the right-of-way.
7. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
8. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
9. LCUASS parking setbacks (Figure 19-6) apply and will need to be followed.
10. The access into the adjacent site will not work as shown (it is too close to Riverside Drive) this access needs to align with the driveway in front of Albertsons.
11. Once a revised layout that meets planning requirements is worked on discussion regarding the location and restrictions for an access point directly onto Riverside will need to be discussed and addressed in the TIS.

12. Sidewalk along Riverside Drive will need to be designed and installed connecting the two existing sidewalks.

Planning Services

Contact: Jason Holland, 970-224-6126, jholland@fcgov.com

1. A significant aspect of the City Land Use Code is for site layouts to be designed to accommodate pedestrian and bicycle traffic. The project must provide a connecting walkway that directly connects the main entrance of the building to the street sidewalk without requiring pedestrians to walk across parking lots or driveways. We would suggest exploring several different site layout alternatives that focus on creating strong pedestrian connections that incorporate landscaping and outdoor spaces.
2. The NC District requires an outdoor open space or plaza with amenities such as benches, monuments, kiosks or public art be incorporated into this site plan.
3. Past reviews of this site have required a sidewalk connection from this site to East Laurel Street.
4. TRAFFIC OPERATIONS: An intermediate Traffic Impact Study (TIS) will be needed for this project, based on trip generation and access to an arterial. Contact Martina Wilkinson in Traffic Operations at 970-221-6887 or mwilkinson@fcgov.com to scope the study.
5. TRAFFIC OPERATIONS: Access to this site is a challenge. Access spacing requirements cannot be met, and the lack of a westbound left turn lane on Riverside is problematic. The TIS will need to address access options - and staff will work with the applicant to determine the best possible access scenario, but it should be noted that a full movement access onto Riverside cannot be guaranteed.
6. TRAFFIC OPERATIONS: The initial site layout shows an access connection at the east side of the site to the existing access drive for Albertson's. Because of proximity to Riverside, that access would be better suited to occur to the south of the site into the Albertson's parking drive aisle.
7. The proposed development project is subject to a Type 1 review and public hearing, the decision maker for Type 1 hearings is an Administrative Hearing Officer. The applicant for this development request is not required to hold a neighborhood meeting for a Type 1 hearing, but if you would like to have one to notify your neighbors of the proposal, please let me know and I can help you in setting a date, time and location for a meeting. Neighborhood Meetings are a great way to get public feedback and avoid potential hiccups that may occur later in the review process.
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.
14. Save the Poudre has requested to be contacted whenever a project is proposed within 800' of the Poudre River. Please add the following address to your APO labels: Save the Poudre, c/o Gary Wockner, PO Box 20, Fort Collins, CO 80522-0020.

Pre-Submittal Meetings for Building Permits

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

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

Construction shall comply with the following adopted codes as amended:

2009 International Building Code (IBC)

2009 International Residential Code (IRC)

2009 International Energy Conservation Code (IECC)

2009 International Mechanical Code (IMC)

2009 International Fuel Gas Code (IFGC)

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

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

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

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

Frost Depth: 30 inches.

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

Seismic Design: Category B.

Climate Zone: Zone 5

Energy Code Use

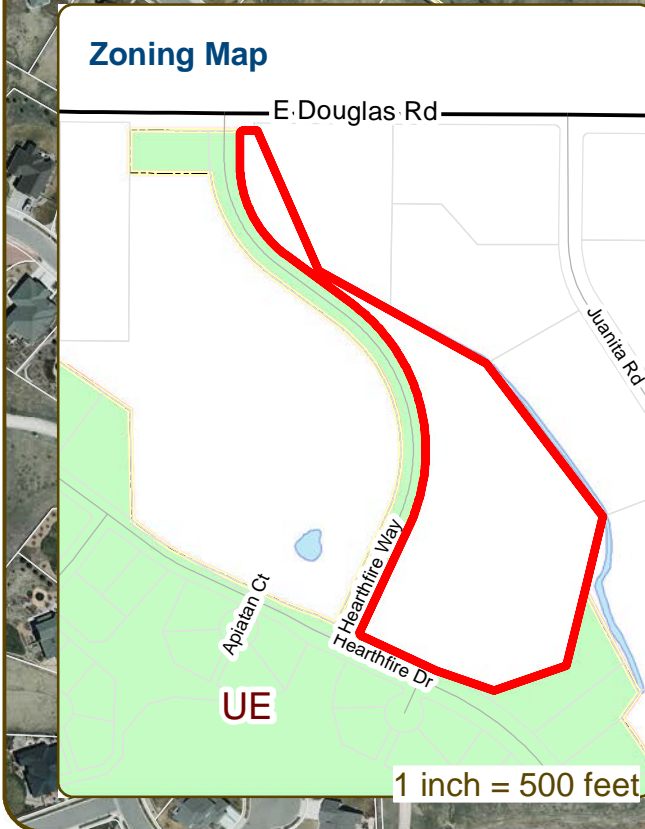
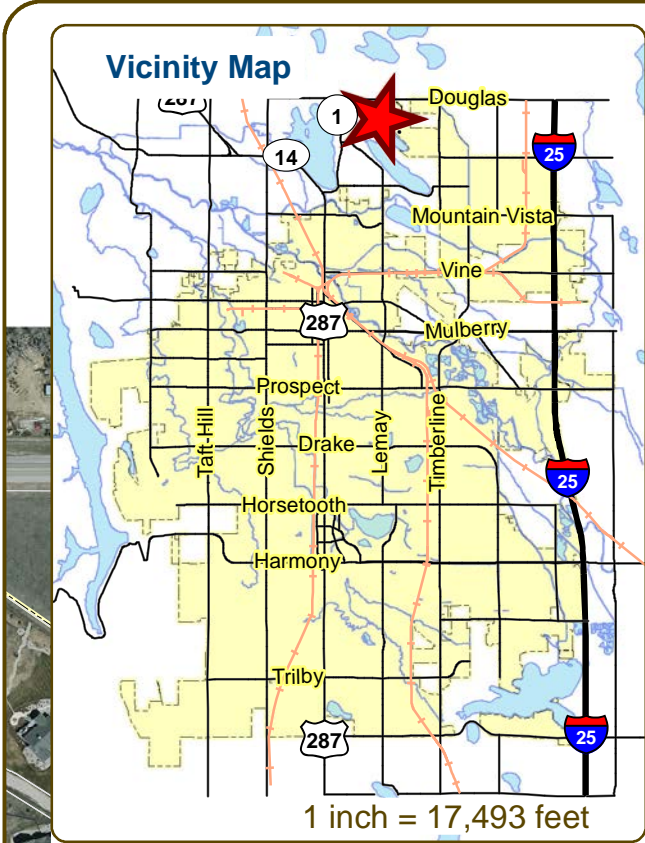
1. Single Family; Duplex; Townhomes: *2009 IRC* Chapter 11 or *2009 IECC* Chapter 4
2. Multi-family and Condominiums 3 stories max: *2009 IECC* Chapter 4.
3. Commercial and Multi-family 4 stories and taller: *2009 IECC* Chapter 5.

Fort Collins Green Code Amendments effective starting 1-1-2012. A copy of these requirements can be obtained at the Building Office or contact the above phone number.

City of Fort Collins
Building Services
Plan Review
416-2341

3570 Hearthfire Way Annexation & SF Homes

Aerial Site Map



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





CONCEPTUAL REVIEW: APPLICATION

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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)

Scott and Kim Milewski (property owners) Matt Haskell (consultant)

Business Name (if applicable) N/A

Your Mailing Address 3570 Heartfire Way Fort Collins, CO. 80524

Phone Number 970-581-9722 Email Address milewskib@aol.com

Site Address or Description (parcel # if no address) same as above

Description of Proposal (attach additional sheets if necessary) proposed agreement to annex into city limits

w/ approval of subdividing lots on acreage. And/OR using the acreage for an event destination i.e. wedding venue.

Proposed Use subdivide additional lots on acreage and/or event venue. Existing Use residential acreage

Total Building Square Footage S.F. Number of Stories Lot Dimensions see attached 9+ acres

Age of any Existing Structures 12 years

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

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

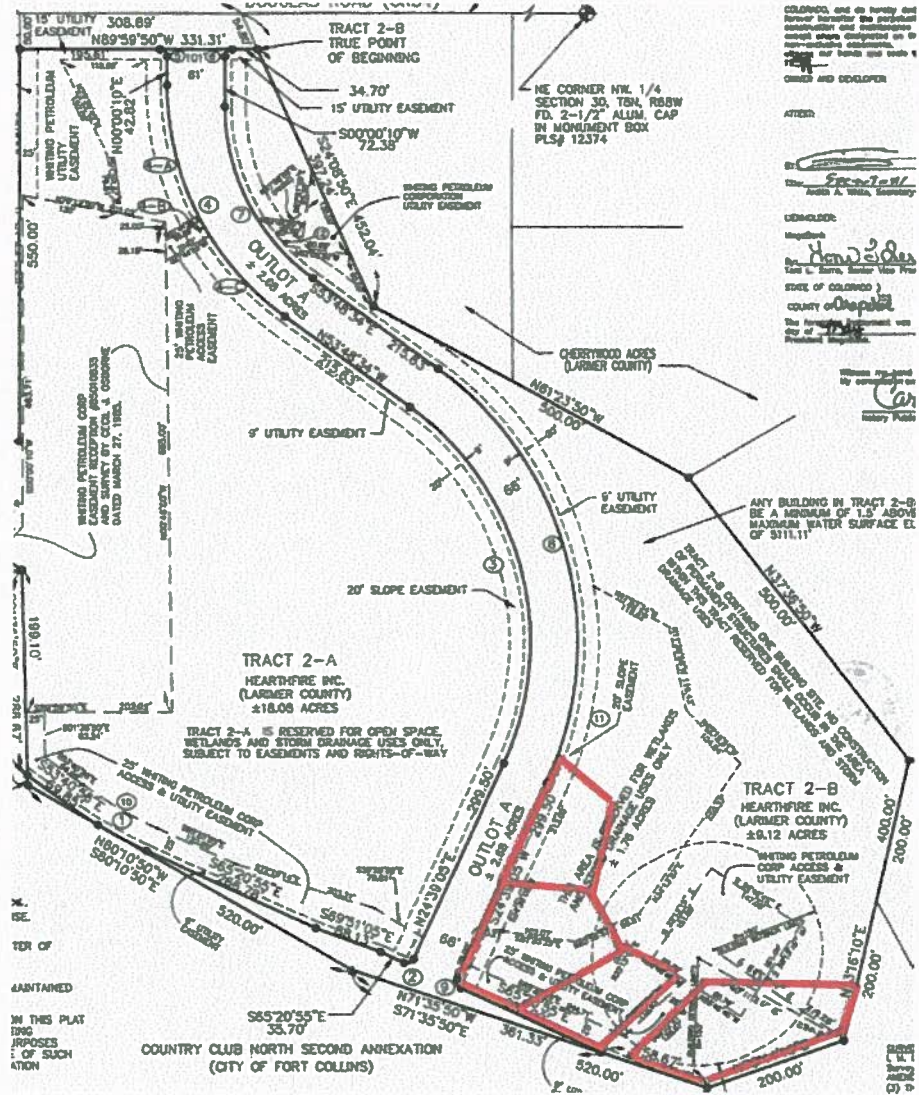
Is your property in a Flood Plain? [] Yes [X] No If yes, then at what risk is it?

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

Increase in Impervious Area Adequate for 4 lots 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?

UREALTY



CELESTIAL, and do hereby cert
 former boundary the present
 easement and easements
 which shall be deemed to be
 non-establis easements,
 along the line and with a
 15' UTILITY EASEMENT

OWNER AND DEVELOPER

ATTORNEY

By: *[Signature]*
 Anna A. Wills, Secretary

WITNESSES

By: *[Signature]*
 Tom C. Stone, Mayor Vice Pres
 STATE OF COLORADO)
 COUNTY OF ORCHARD)
 The foregoing instrument was
 presented to me
 by *[Signature]*
 My Public

Project Proposal

Prepared for: City of Fort Collins/Larimer County
 Prepared by: Kim Milewski & Matt Haskell Urealty
 May 6, 2014

RE: Minor subdivision to add less than 5 single family lots to 3750 Hearthfire, Fort Collins, CO.

COMPANY NAME

EXECUTIVE SUMMARY

Objective

Potential Buyer would like to understand if the property referenced above can be “annexed” to the City of Fort Collins and subdivided. There is currently setback and wetland issues outside of the city requirements under the current and/or “city zoning” when annexed, relating to size and number of lots.

Solution

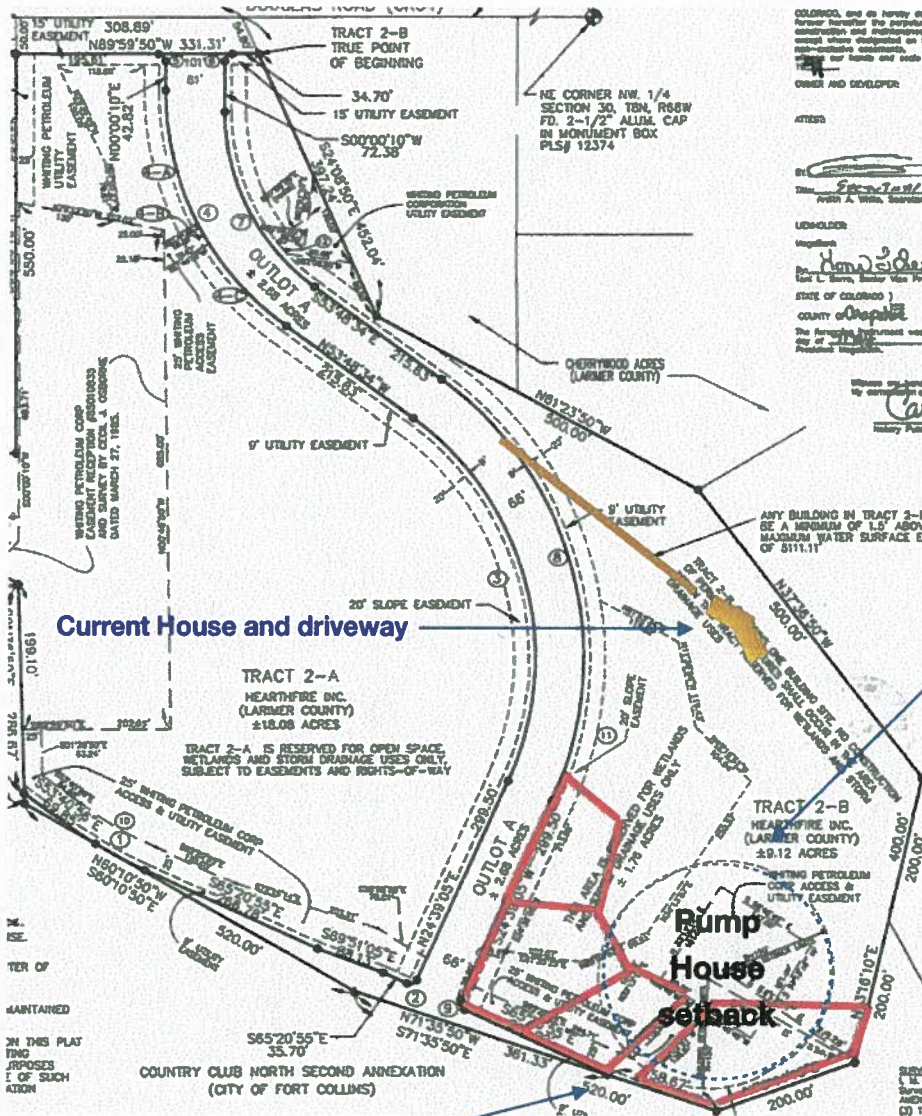
We have opened lines of communication with Kam Gracie with, “the oil company” (previously whitening oil) to understand their needs for the current “pump house” and discuss the easement terms. We also have contacted EDM to develop a wetlands delineation plan to understand if the current wetlands are protected and relocation options.

Project Outline

Currently the property is located in the county of Larimer and our understanding is the City of Fort Collins would require the property to be annexed prior to any development proposal due to the contiguous city property.

- Understand if the zoning will allow
- Requirement from City to Annex
- Possible trigger of offsite improvements
- Sewer and water availability
- Process all together if feasible
- Can the Current “house” remain in the county and annex the “developed area” only
- departments involved
- access, city requirements and Fire access.
- Why wasn't the property developed with Hearthfire PUD
- Wedding venue requirements

UREALTY- HEARTHFIRE PROPERTY



Current House and driveway

Oil company "Pump House" setback

ADDITIONAL LOTS IN RED

Pump House setback

Access for "pump house".

BUDGET

Below will be adjusted with meeting

"Soft Costs" related to development		Unit Price	Cost
Submittal fees		\$	
Wetland deliniation cost		\$	
Reports		\$	
Traffic study			
Total			

"Hard Costs"		Unit Price	Cost
Utility		\$	
Wetland deliniation cost		\$	
Off sites		\$	
Actual "Horizontal development"			
Total			



June 17, 2014

Scott Milewski
3570 Hearthfire Way
Fort Collins, CO 80524

Re: 9570 Hearthfire Way - Annexation & Residential

Description of project: This proposal to annex land into the City for a residential or event center use at 9570 Hearthfire Way (Parcel # 88302-00-016). The site is approximately 9 acres containing a house, oil pump house, and wetlands. The development proposal calls for subdividing land for residential or an event center use. The City's Structure Plan calls for this area to be zoned Urban Estate (UE). Single family homes are subject to Administrative (Type 1) review & small scale reception centers are subject to Planning & Zoning Board (Type 2) review.

Please see the following summary of comments regarding the project request referenced above. The comments offered informally by staff during the Conceptual Review will assist you in preparing the detailed components of the project application. Modifications and additions to these comments may be made at the time of formal review of this project. If you have any questions regarding these comments or the next steps in the review process, you may contact the individual commenter or direct your questions through the Project Planner, Ryan Mounce, at 970-224-6186 or rmounce@fcgov.com.

Comment Summary:

Department: Zoning

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

1. Urban Estate cluster development required if the proposed lots are less than one-half acre in size which the existing Hearthfire PUD is. If a cluster plan is needed, the process will change from a Type 1 review to a Type 2 review.
2. A small scale reception center in the UE zone requires a Type 2 review and compliance with Sec. 3.8.27 of the Land Use Code. It appears that it will be difficult to comply with several of the requirements listed in this section.

Department: Water-Wastewater Engineering

Contact: Roger Buffington, 970-221-6854, rbuffington@fcgov.com

1. Water and wastewater services in this area are provided by the ELCO Water District (493-2044) and the Boxelder Sanitation District (498-0604).

Department: Stormwater Engineering

Contact: Glen Schlueter, 970-224-6065, gschlueter@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 with the 2 year historic release rate. In the Dry Creek basin the two year historic release rate is 0.2 cfs/acre.
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 now required when the impervious area is increased or a site is 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. Please contact Basil Hamdan at 224-6035 or bhamdan@fcgov.com for more information. There is also more information on the EPA web site at: http://water.epa.gov/polwaste/green/bbfs.cfm?goback=.gde_4605732_member_219392996.
LID design information can be found on the City's web site at:
<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guidelines-regulations/stormwater-criteria>.
5. The proposed development shows lots located within an existing detention pond for Hearthfire First Filing. In order to have these lots located in this location the detention pond would have to be reconfigured and the existing detention volume preserved.
6. The drainage outfall for the site is the existing detention pond located on the site.
7. 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.
8. The design of this site must conform to the drainage basin design of the Dry 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

No comments related to the annexation. Further review and comment will be needed if the property is developed for commercial purposes.

2. WATER SUPPLY

Fire hydrants must be the type approved by the water district having jurisdiction and the Fire Department. Hydrant spacing and flow must meet minimum requirements based on type of occupancy.

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.

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. Outside the Urban Growth Area, hydrants to provide 500 gpm at 20 psi residual pressure, spaced not further than 400 feet to the building, on 800-foot centers thereafter.

3. 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. When fire lanes cannot be provided, the fire code official is authorized to increase the dimension of 150 feet if the building is equipped throughout with an approved, automatic fire-sprinkler system.

Department: Environmental Planning

Contact: Lindsay Ex, 970-224-6143, lex@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 (wetlands and riparian forests). Please note the buffer zone standards range from 50 - 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. As several of the trees within this site may 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. The subject parcel also contains active oil and gas operations. Residential uses in proximity (within 1000') of an oil and gas operation are required to buffer these proposed uses from existing oil and gas operations to minimize future conflicts. The Land Use Code requires three things when in close proximity to an oil and gas operation:
 1. A 1,000' radius must be drawn on the plat and a note shall be included in the plat informing property owners they are in close proximity to an oil and gas operation.
 2. If the residential development is within 500' of an existing operation and a fence does not surround the operation, the development must erect a fence along the property boundary between the operation and the development that restricts public access to the operation.
 3. Regarding buffering standards, if any residential development is proposed within 500' of an existing operation, then certain landscaping and berming requirements apply. The Land Use Code does not allow residential development closer than 350' of an existing operation.
- 6.

Planning Services

Contact: Ryan Mounce, 970-224-6186, rmounce@fcgov.com

1. The site has the necessary 1/6 contiguity with Fort Collins city limits and a proposed development triggers the need to annex the property into the City of Fort Collins, including the existing house. According to the City's Structure Plan, Urban Estate (U-E) is the anticipated zoning for this location upon annexation.
2. The annexation process begins by submitting a signed and notarized annexation petition. The annexation requires an initiating resolution with City Council, a Planning & Zoning Board recommendation, and two readings before City Council. Annexations become effective 10 days after the second City Council reading.
3. A development proposal can be submitted as part of a Project Development Plan (PDP) only after the initiation resolution for the annexation has gone before City Council. After the initiating resolution, the annexation and development processes can run concurrently.
4. The maximum overall density for single family homes in the U-E district is 2 units/acre. For units that are not part of a cluster development, lots need to be a minimum of a half-acre in size, with a minimum lot width of 100'. A clustered development that preserves at least half of the available land as open space allows for increased density of homes on a portion of the site while maintaining the overall 2 units/acre maximum density.
5. A single family home development that is not clustered is subject to Administrative (Type 1) review. A clustered single family home development is subject to Planning & Zoning Board (Type 2) review.
6. A Small scale reception center (wedding venue) is a permitted use in the U-E District, but must meet the following requirements:
 - Have a minimum of 7 acres
 - Take access from an arterial street
 - Be located a minimum of 300 feet from the nearest dwelling units
 - At least 1/6 of the site needs to be contiguous with a nonresidential zone district within the City. The

existing adjacent City zoning, and anticipated future city zoning for land still located in the County are all Urban Estate, a residential zone district.

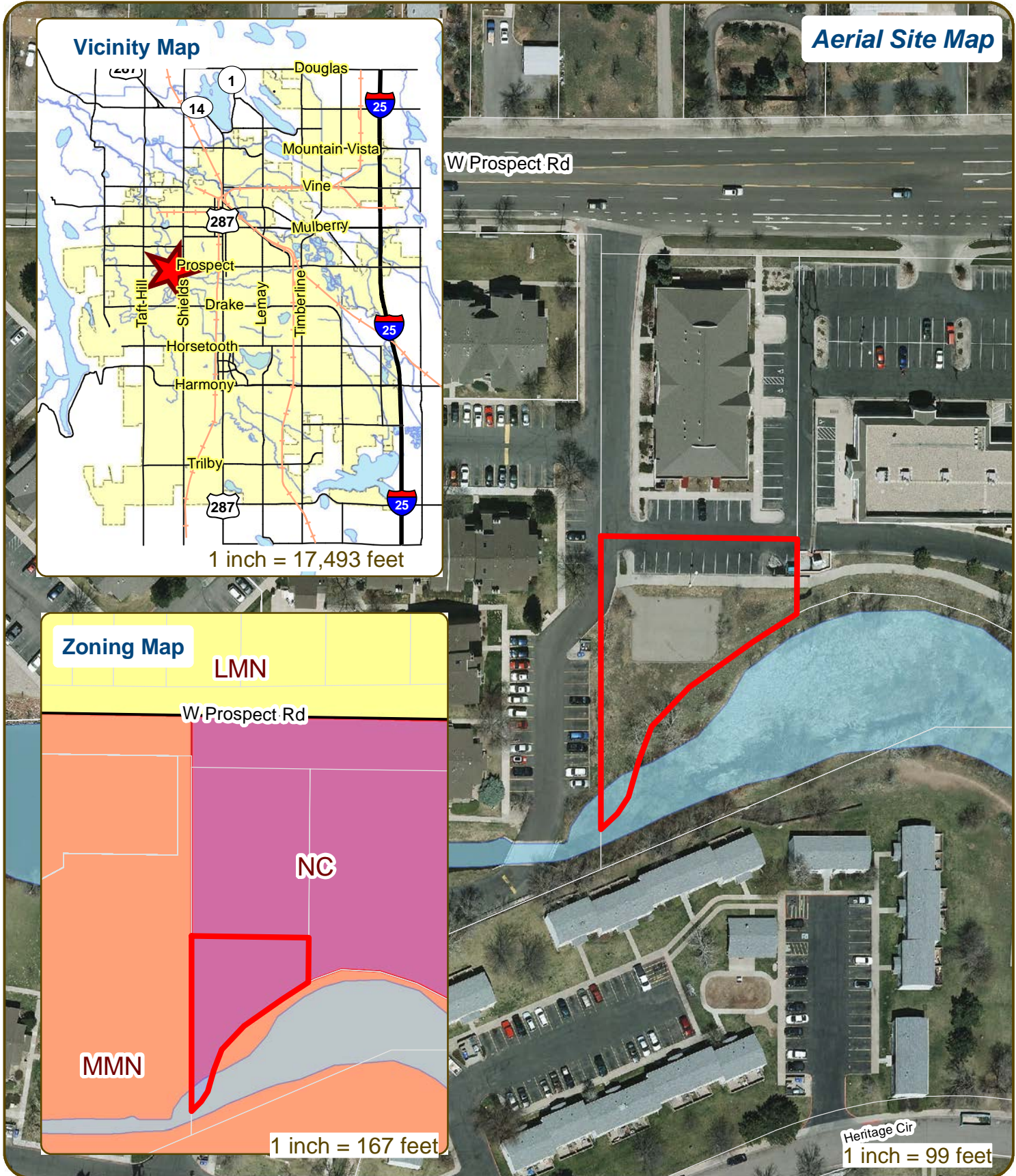
- Screen buildings, parking, outdoor lighting or other reception center activities from adjacent residential users or zone districts

- Limits on the hours of operation

- Have an onsite owner or caretaker that is present during hours of operation

7. **TRAFFIC OPERATIONS:** For the additional lots, the anticipated change in traffic volume is not expected to rise to the threshold of needing a Traffic Impact Study. Based on section 4.2.3.D of LCUASS, the Traffic Impact Study requirement can be waived.
8. **TRAFFIC OPERATIONS:** A special event facility will need some level of traffic review to address peak time traffic and parking. Please contact Martina Wilkinson in Traffic Operations at 970-221-6887 or mwilkinson@larimer.org to scope the study.
9. **TRAFFIC OPERATIONS:** Transportation Planning staff would like to note that sidewalks, bike lanes, and internal pedestrian connections will need to be reviewed.
10. 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.
11. 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.
12. 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>.
13. 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.
14. Please see the Submittal Requirements and Checklist at: <http://www.fcgov.com/developmentreview/applications.php>.
15. 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.
16. When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.

1127 Prospect Rd Wireless Telecommunications Facility



Aerial Site Map

Vicinity Map

1 inch = 17,493 feet

Zoning Map

1 inch = 167 feet

Heritage Cir
1 inch = 99 feet

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





CONCEPTUAL REVIEW: APPLICATION

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.

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

Contact Name(s) and Role(s) (Please identify whether Consultant or Owner, etc) Ken Bradtke,
site representative for Atlas Tower Holdings, LLC

Business Name (if applicable) Atlas Tower Holdings, LLC

Your Mailing Address 4450 Arapahoe Ave., Suite 100, Boulder, CO 80303

Phone Number 714-726-9433 Email Address kbradtke@atlastowers.com

Site Address or Description (parcel # if no address) 1127 W. Prospect Rd., Fort Collins,
CO 80526, Parcel # 97221-61-004

Description of Proposal (attach additional sheets if necessary) 50x50 fenced compound
with 85 ft. monopole tower in the center

Proposed Use Wireless Telecommunications Tower Existing Use Commercial unimproved

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

Age of any Existing Structures None

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

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

Is your property in a Flood Plain? Yes No If yes, then at what risk is it? High (only small portion of property)
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)

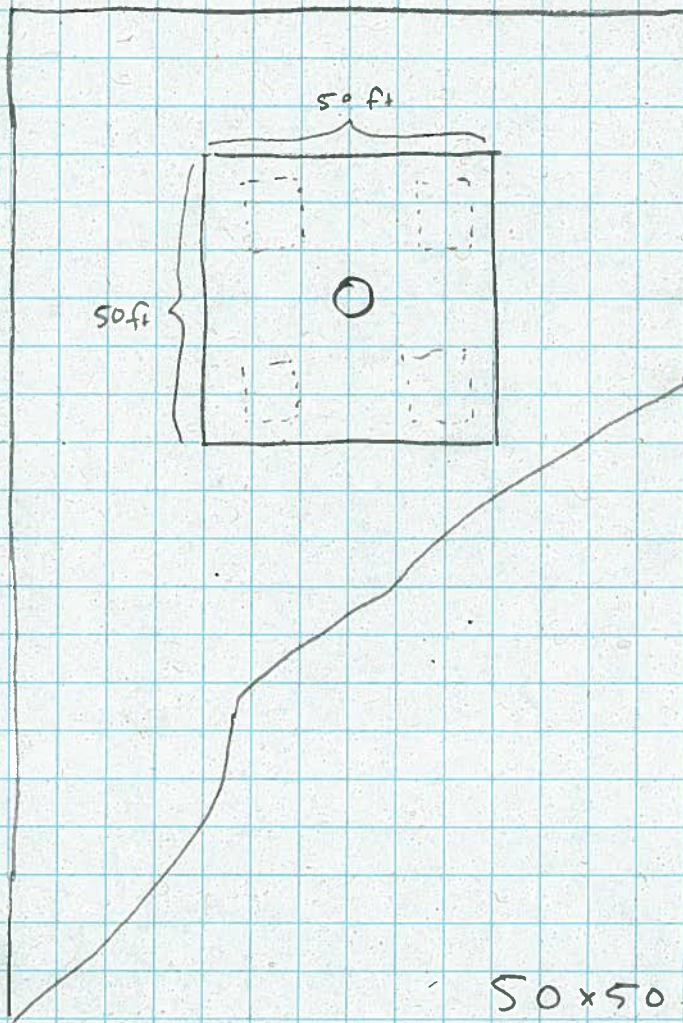
Suggested items for the Sketch Plan:

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?

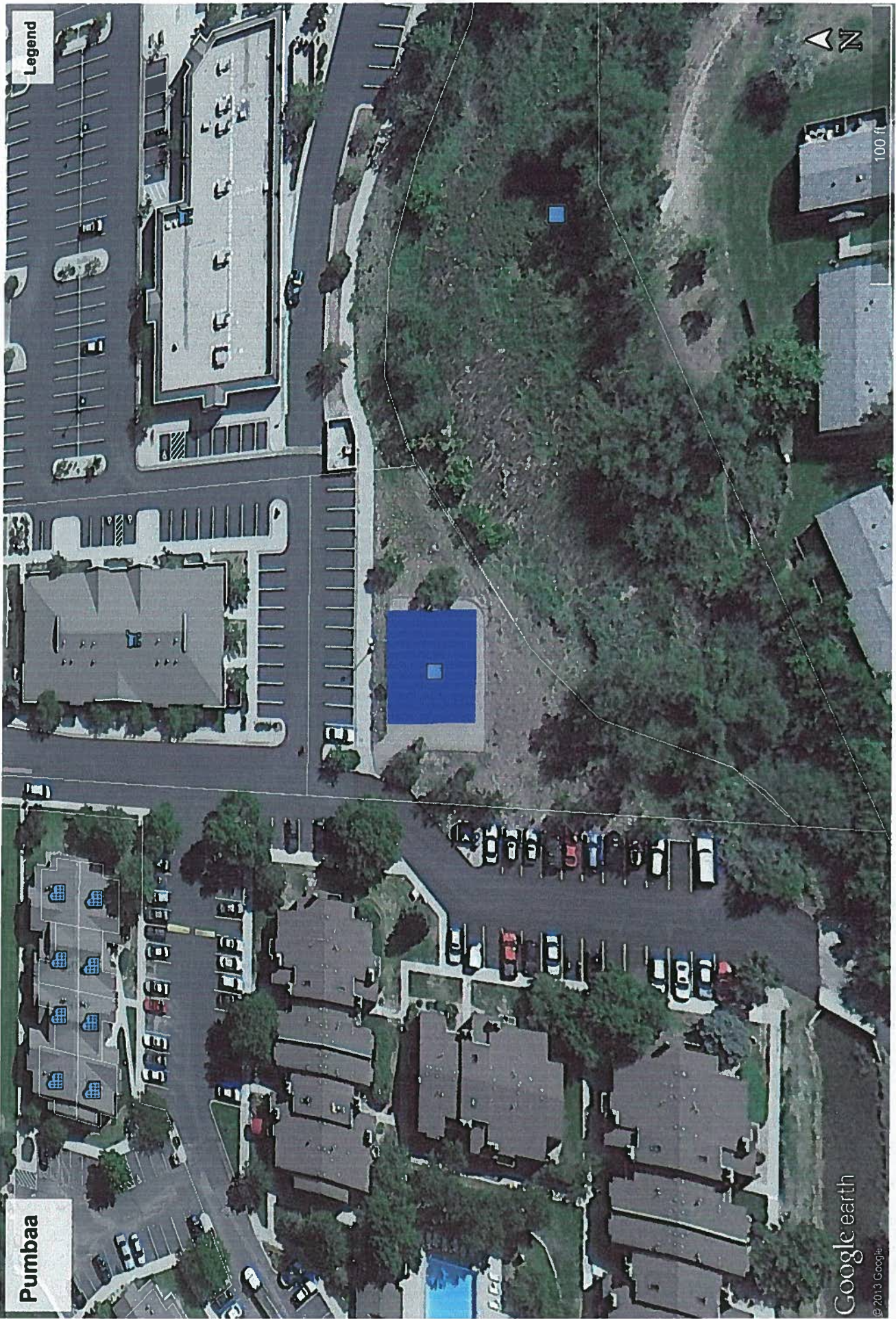
1127 W. Prospect Rd., Fort Collins, CO 80526

Parcel #: 97221-61-004

Zoned : Commercial



50x50 fenced compound
w/ 85 ft. Monopole
in the center.



Legend



Pumbaa

Google earth
© 2013 Google



June 17, 2014

Ken Bradtke
Atlas Tower Holdings, LLC
4450 Arapahoe Ave.
Suite 100
Boulder, CO 80303

Re: 1127 West Prospect Road - Wireless Telecommunications Facility

Description of project: This proposal is for a wireless telecommunications tower at 1127 West Prospect Road (Parcel #9722-16-1004). The 85-foot monopole tower will be located in the center of the parcel surrounded by a 50x50 foot fence. The site is located in the Neighborhood Commercial (NC) zone district. Wireless telecommunications facilities are 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, Ryan Mounce, at 970-224-6186 or rmounce@fcgov.com.

Comment Summary:

Department: Zoning

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

1. Please see LUC 3.8.13 for standards. LUC 3.8.13(C)(1) requires the pole never to fall outside of the property lines (horizontally). I don't see how an eight-five foot mono pole can meet the standard on this lot. Therefore, the pole either needs to be relocated or designed to collapse rather than topple.
2. Please provide elevations with proposed and potential future antenna if known.
3. At a minimum fencing material screening the ground equipment should be solid wood fencing with brick columns as posts which match the brick at 1121 W Prospect.
4. Consider native plant species for landscaping similar to that which is found in the natural area to the south.
5. The legal description of the property is Lot 1, Prospect Park, PUD.

Department: Water-Wastewater Engineering

Contact: Roger Buffington, 970-221-6854, rbuffington@fcgov.com

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

Department: Stormwater Engineering

Contact: Glen Schlueter, 970-224-6065, gschlueter@fcgov.com

1. It is important to document the existing impervious area since drainage requirements and fees are based on new impervious area. An exhibit showing the existing and proposed impervious areas with a table summarizing the areas is required prior to the time fees are calculated for each building permit.
2. If there is an increase in imperviousness greater than 1000 square feet a drainage report, erosion control report and construction plans are required and they must be prepared by a Professional Engineer registered in Colorado. The drainage report must address the four-step process for selecting structural BMPs. Standard operating procedures (SOPs) for all onsite drainage facilities need to be prepared by the drainage engineer. If there is less than 1,000 square feet of new impervious area on an existing development, a drainage letter along with a grading plan should be sufficient to document the existing and proposed drainage patterns. If there is less than 1,000 but more than 350 square feet of new impervious area; a site grading and erosion control plan is required instead of a complete construction plan set.
3. When improvements are proposed to an existing developed site and there is an increase in impervious area greater than 1000 square feet, onsite detention and water quality mitigation is required with a 2 year historic release rate for water quantity. Parking lot detention for water quantity is allowed as long as it is not deeper than one foot. If there is less than 1000 but more than 350 square feet of new impervious area, a site grading plan is required along with the impervious area documentation.
4. The drainage outfall for the site is Canal Importation Channel. There is an existing inlet and pipe draining the pad site.
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 Canal Importation Master Drainage Plan as well the Fort Collins Stormwater Manual.
7. Floodplain Comments:
A small portion in the southern tip of this property is located in the City-regulatory 100-year Canal Importation

Basin floodway and flood fringe, and the proposed project must satisfy all safety requirements of Chapter 10 of City Municipal Code. A City Flood Risk Map is attached.

8. As shown in the submittal package, the fenced compound and tower will not be located in the 100-year floodplain. As long as they remain out of the floodplain, there will be no floodplain permitting requirements for the development of this property. If however, any work is proposed within the floodplain, the following requirements will be relevant:
9. Any work done in the flood fringe (cut, fill, sidewalks, paving, utility work, landscaping, etc.), as well as any work in the floodway, must be preceded by an approved floodplain use permit, the appropriate permit application fees, and approved plans. The permit form can be obtained at <http://www.fcgov.com/utilities/what-we-do/stormwater/flooding/forms-documents>.
10. In addition to the floodplain use permit, any construction activities in the floodway (hard surface paths, fill, sidewalks, vegetation, etc.) must be preceded by a No-Rise Certification. The No-Rise Certification must be prepared by a professional engineer licensed in the State of Colorado. The permit and certification forms can be obtained at <http://www.fcgov.com/utilities/what-we-do/stormwater/flooding/forms-documents>.
11. Development review checklists for floodplain requirements can be obtained at <http://www.fcgov.com/utilities/what-we-do/stormwater/flooding/forms-documents>. Please utilize these documents when preparing your plans for submittal. You can contact Shane Boyle of Stormwater Master Planning at sboyle@fcgov.com for floodplain CAD line work as required per the floodplain development review check list.
12. Please contact Brian Varrella; 970.416.2217, bvarrella@fcgov.com or Mark Taylor, 970.416.2494, mtaylor@fcgov.com with any questions or comments.

Department: Environmental Planning

Contact: Lindsay Ex, 970-224-6143, lex@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 (wetlands). Please note the buffer zone standard of 100' for this feature (wetlands greater than 1/3 of an acre), 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. Contact me when you have a moment and we can discuss scoping of the ECS.

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. Projects in the Vicinity of Spring Creek must also comply with Section 3.4.1(I)(1) of the Land Use Code, which states the following: "Projects in the vicinity of large natural habitats and/or natural habitat corridors, including, but not limited to, the Poudre River Corridor and the Spring Creek Corridor, shall be designed to

complement the visual context of the natural habitat. Techniques such as architectural design, site design, the use of native landscaping and choice of colors and building materials shall be utilized in such manner that scenic views across or through the site are protected, and manmade facilities are screened from off-site observers and blend with the natural visual character of the area. These requirements shall apply to all elements of a project, including any aboveground utility installations.”

Department: Engineering Development Review

Contact: Sheri Langenberger, 970-221-6573, slangenberger@fcgov.com

1. Larimer County Road Impact Fees and Street Oversizing Fees are due at the time of building permit. Please contact Matt Baker at 224-6108 if you have any questions.
2. The City's Transportation Development Review Fee (TDRF) is due at the time of submittal. For additional information on these fees, please see: <http://www.fcgov.com/engineering/dev-review.php>
3. Any damaged curb, gutter and sidewalk existing prior to construction, as well as streets, sidewalks, curbs and gutters, destroyed, damaged or removed due to construction of this project, shall be replaced or restored to City of Fort Collins standards at the Developer's expense prior to the acceptance of completed improvements and/or prior to the issuance of the first Certificate of Occupancy.
4. 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>

Planning Services

Contact: Ryan Mounce, 970-224-6186, rmounce@fcgov.com

1. The tower or monopole needs to be set back from property lines a minimum of one foot for every foot of height, or be able demonstrate that the structure will collapse rather than topple.
2. At ground-level, the facility and any equipment shelter(s) will need to be screened with high-quality, durable fencing and landscaping. Consider using some coniferous elements for year-round screening.
3. The facility and equipment should be designed to be consistent with the surrounding architecture and natural environment. The tower or monopole should employ stealth technology, and appropriate colors/materials to help mitigate visual impacts.

Recent examples of stealth technology for monopoles have included disguising them as flag poles and use of canister or sheathed antenna designs.

4. As part of the development submittal, please include site/landscape plan, elevations, and photo-simulations of the proposed monopole/tower.
5. TRAFFIC OPERATIONS AND TRANSPORTATION PLANNING: No comments. No Traffic Impact Study needed.
6. 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.

7. 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.
8. 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>.
9. 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.
10. Please see the Submittal Requirements and Checklist at:
<http://www.fcgov.com/developmentreview/applications.php>.
11. 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.
12. When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.

Pre-Submittal Meetings for Building Permits

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

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

Construction shall comply with the following adopted codes as amended:

2009 International Building Code (IBC)

2009 International Residential Code (IRC)

2009 International Energy Conservation Code (IECC)

2009 International Mechanical Code (IMC)

2009 International Fuel Gas Code (IFGC)

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

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

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

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

Frost Depth: 30 inches.

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

Seismic Design: Category B.

Climate Zone: Zone 5

Energy Code Use

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

Fort Collins Green Code Amendments effective starting 1-1-2012. A copy of these requirements can be obtained at the Building Office or contact the above phone number.

City of Fort Collins
Building Services
Plan Review
416-2341