

Conceptual Review Agenda

Schedule for 07/28/14 to 07/28/14

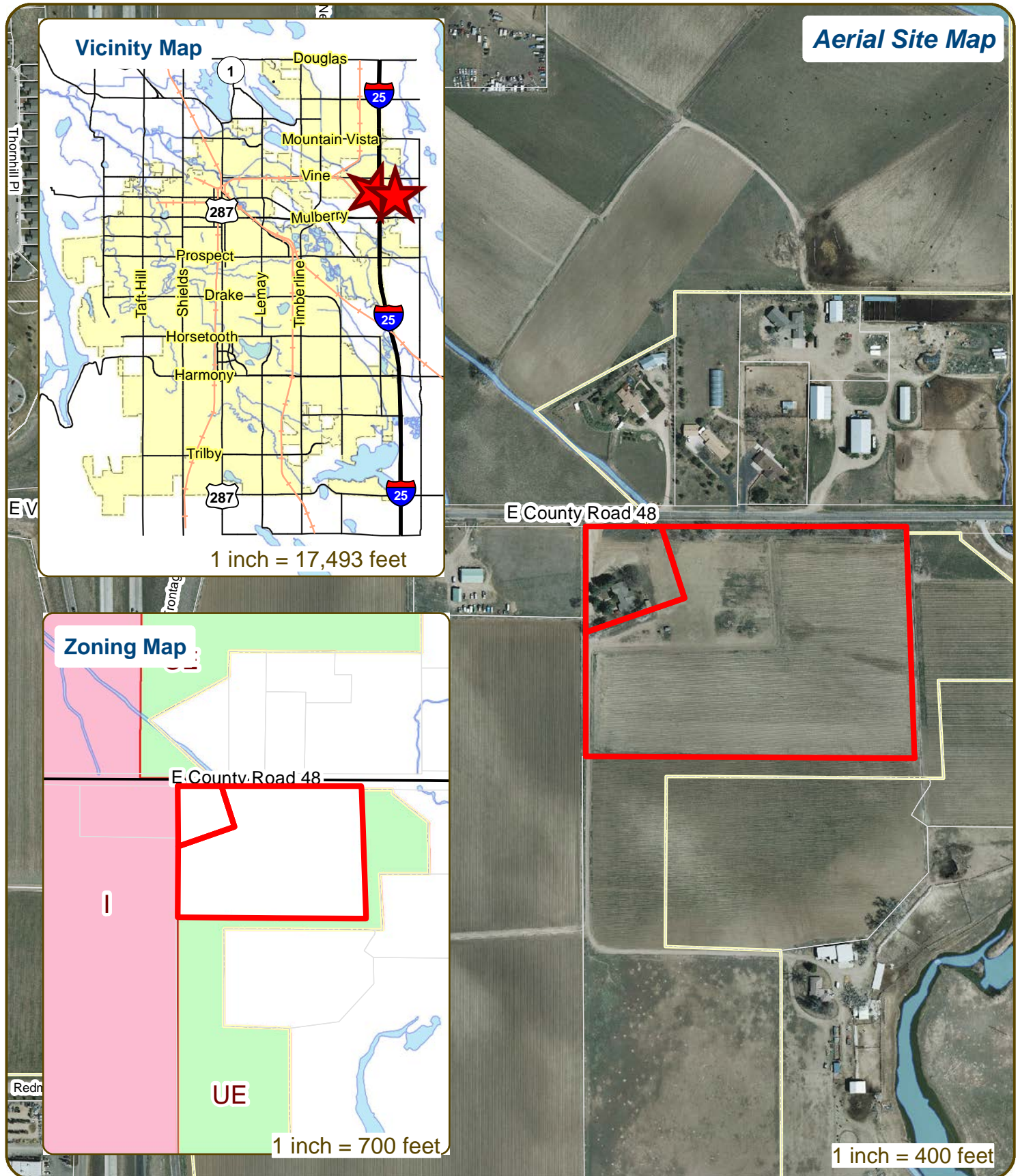
281 Conference Room A

Monday, July 28, 2014

Time	Project Name	Applicant Info	Project Description	Planner
9:30	4321 E Vine Dr - Annexation & Industrial	Jerry Chilson 970-691-5400 jerry.chilson@svn.com	This is a request to annex and utilize land for future industrial and outdoor storage purposes located at 4321 East Vine Drive (Parcel #s 87100-00-015 & 87100-00-031). An existing single family home would be utilized as office to run a local business with the intent to construct a future 5,000-10,000 square foot building for interior storage, with outdoor storage in the interim period. Industrial zoning is requested for the property and outdoor storage and light industrial uses are subject to Administrative (Type 1) review in the Industrial zone district.	Ryan Mounce
10:15	Registry Ridge 4th Filing	Bob Quinette (303) 587-1966 rquinette@aol.com	This is a request to construct 21 duplexes as originally proposed in the Registry Ridge Fourth Filing (Parcel #s 9615114001, 9615114002, 9615114003 and 9615114004). A proposal for this development was approved in 2002 and has since expired. The current owner of the parcels has re-submitted the previously approved plans from 2002. The parcels are located in the Low Density Mixed-Use (LMN) zone district. This project will be subject to Administrative (Type I) review.	Pete Wray
11:00	113 N Sherwood - Carriage House	Randy Everett (970) 214-2395 bizzy@everett1.us	This is a request to renovate the accessory building at 113 N. Sherwood St. (Parcel #9711409001). The owner wants to renovate and convert the accessory building from a woodworking shop into a habitable dwelling unit. The parcel is located in the Neighborhood Conservation, Medium Density (NCM) zone district. This project will be subject to Administrative (Type I) review.	Clark Mapes

4321 E Vine Dr (CR 48)

Annexation & Industrial/Outdoor Storage



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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) Jeray Chilson - Spray Van Ness

Lindsay Pierson / Jake Pierson - Pierson Concrete

Business Name (if applicable) Pierson Concrete

Your Mailing Address 2020 2020 Howe Street, Ftc 80525

Phone Number 970-691-5400 **Email Address** jeray.chilson@sprayvan.com

Site Address or Description (parcel # if no address) 4321 E. Vine Drive Ak.

4321 E. County Rd 48

Description of Proposal (attach additional sheets if necessary) Run business out of the house and outside storage for trucks/trailers

Proposed Use Light/medium Industrial **Existing Use** FA-1 / House

Total Building Square Footage 17 Acres S.F. **Number of Stories** 1 **Lot Dimensions** 736,600 SF

Age of any Existing Structures 1970

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

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

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

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

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

Suggested items for the Sketch Plan:

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

Regarding the site located at 4321 E. County Road 48 or also known as 4321 E. Vine Drive, Fort Collins. The site is currently located within the County and is zoned FA-1 Farming.

We are looking at purchasing the site in order to run Pierson Concrete business from the residential home that is on the site and use the 17 acres as outside storage and in the near future construct a professional industrial building with approximately 5,000-10,000 SF for interior storage. The buyer is looking to make minimal changes to the site, and if changes are made, they would only improve and enhance the site that is located east of interstate I-25.

If the site is annexed into the City of Fort Collins, we feel the highest and best use of the site is light to medium industrial due to the location East of the Interstate and the size of the property that is currently for sale. The site previously was a greenhouse at one time run by the existing owners; also, the neighbor just to the West is an existing plumbing business for the last several years.

We would appreciate your understanding and cooperation in order for the Buyer to pursue the property that is currently for sale in order for Pierson Concrete to continue to run their very successful business at the location.

Thank you

Jerry Chilson

From: tiffy.matkin@svn.com=j1c94y@mail.iresis.com on behalf of tiffy.matkin@svn.com via IRES MLS
Sent: Tuesday, June 17, 2014 3:09 PM
To: jerry.chilson@svn.com
Subject: 4321 E Vine Dr, Fort Collins

For a detailed view of these listings including all photos, virtual tours and more, visit:
<http://www.IRESis.com/cwa/link/?lId=nx49s3>



Elementary: Cache La Poudre
Middle/Jr.: Cache La Poudre
High School: Poudre
School District: Poudre

Lot Size: 736,600 Approx Acreage: 16.91
Elec: Xcel Water: ELCO
Gas: Xcel Taxes/Yr: \$1,501/2012
PIN: Zoning: FA1
Waterfront: No Water Meter Inst: Yes
Water Rights: No Well Permit #: 10312
HOA: No

Bedrooms: 3 Baths: 3 Rough Ins: 0

All Bedrooms Conform: Yes

Rooms	Level	Length	Width	Floor
Master Bd	Main	23	12	Carpet
Bedroom 2	Main	15	13	Carpet
Bedroom 3	Main	11	10	Carpet
Bedroom 4	-	-	-	-
Bedroom 5	-	-	-	-
Dining room	Main	15	12	Carpet
Family room	Main	30	13	Carpet
Great room	-	-	-	-

IRES MLS#: 728895 **PRICE:** \$599,900

ADDR: 4321 E Vine Dr, Fort Collins, 80524

RESIDENTIAL-DETACHED/FARM **ACTIVE**

Locale: Fort Collins

County: Larimer

Area/SubArea: 9/22

Subdivision: S10 T07 R68

Legal: TR IN NE 1/4 OF NW 1/4 10-7-68, BEG AT W 1/16 COR BET SEC 3 & 10, TH E 4.84 FT TPOB, E 212.99 FT, S 18 42' 40" E 277.46 FT, S 69 59' 17" W 317.55 FT, N 0 33' 56" W 138.91 FT, N 88 17' 20" E 17 FT, N 1 42' 40" W 20 FT, S 88 17' 20" W 16.6 FT, N 0 33' 30" W 212.57 FT M/L TPOB (C21N90E) AND ALSO TR IN NE OF NW 10-7-68, COM AT N COR, N 89 56' 46" W 324.46 FT TPOB, S 2 19' 12" E 737.98 FT, N 89 56' 35" W 1014.23 FT, N 0 31' 46" W 363.16 FT, N 69 59' 31" E 322.86 FT, N 18 42' 26" W 277.46 FT, S 89 59' 46" E 773.33 FT M/L TPOB (COMBINE 87100-00-031)

Total SqFt All Lvl:	2572	Basement SqFt:	0
Total Finished SqFt:	2572	Lower Level SqFt:	0
Finished SqFt w/o Bsmt:	2572	Main Level SqFt:	2572
Upper Level SqFt:	0	Addl Upper Lvl:	0
# Garage Spaces:	2	Garage Type:	Attached

Garage SqFt:

Year Built: 1970

SqFt Source: Assessor records

New Const: No

Est. Comp.:

Builder:

Model:

New Const Notes:

Listing Comments: OPEN HOUSE MAY 18th FROM 1-4. Exceptional mountain views from this 17 acre property which is only minutes to Ft Collins! This ranch home features 3 bedrooms, 3 bathrooms, sun room, large eat in kitchen with island, separate dining room, master suite with gas fireplace and 5 pc bath, 15 acres of level field suitable for irrigation,

Kitchen	Main	23	13	Tile
Laundry	-	-	-	-
Living room	Main	24	15	Carpet
Rec room	-	-	-	-
Study/Office	-	-	-	-

shared well and concrete ditch, septic and pole shed w/2 stalls & tack room, deeded right of way shared with one house 1/4 mile to the south.

Driving Directions: N on 25, Exit 269A/Ault, LT onto Frontage Road, RT onto E Vine Dr

Property Features

Style - 1 Story/Ranch, **Construction** - Wood/Frame, Brick/Brick Veneer, **Roof** - Composition Roof, **Type** - Farm House, **Location Description** - Wooded Lot, Evergreen Trees, House/Lot Faces W, **Horse Property** - Horse(s) Allowed, Zoning Appropriate for 4+ Horses, **Views** - Back Range/Snow Capped, Foothills View, **Road Access** - County Road/County Maintained, **Road Surface at Property Line** - Blacktop Road, **Basement/Foundation** - No Basement, **Heating** - Hot Water, Baseboard Heat, **Inclusions** - Self-Cleaning Oven, Dishwasher, Refrigerator, Clothes Washer, Clothes Dryer, Microwave, Disposal, Smoke Alarm(s), **Energy Features** - Double Pane Windows, **Design Features** - Eat-in Kitchen, Separate Dining Room, Open Floor Plan, Pantry, Walk-in Closet, Kitchen Island, **Master Bedroom Bath** - 5 Piece Master Bath, **Fireplace** - 2+ Fireplaces, Family/Recreation Room Fireplace, Master Bedroom Fireplace, **Utilities** - Natural Gas, Electric, **Water/Sewer** - District Water, Septic, **Mineral & Water Rights** - Irrigation Well Included, **Ownership** - Private Owner, **Possession** - Delivery of Deed, **Property Disclosures** - Seller's Property Disclosure, Lead Paint Disclosure, **Flood Plain** - Minimal Risk, **Possible Usage** - Single Family, Farm/Ranch, **New Financing/Lending** - Cash, Conventional, FHA, VA, **Exclusions** - Chandelier in Eat in kitchen

Contact: Tiffany Matkin **Phone:** 970-207-0700 **Email:** tiffy.matkin@svn.com

Office: Sperry Van Ness / TGC

Phone: 970-207-0700 **LO:** Redefy **LA:** Michelene Miller

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Community Development and
Neighborhood Services
281 North College Avenue
PO Box 580
Fort Collins, CO 80522

970.221.6750
970.224.6134 - fax
fcgov.com

August 01, 2014

Jerry Chilson
Sperry Van Ness
2020 Lowe Street
Fort Collins, CO 80525

Re: 4321 E Vine Dr - Annexation & Industrial

Description of project: This is a request to annex and utilize land for future industrial and outdoor storage purposes located at 4321 East Vine Drive (Parcel #s 87100-00-015 & 87100-00-031). An existing single family home would be utilized as office to run a local business with the intent to construct a future 5,000-10,000 square foot building for interior storage, with outdoor storage in the interim period. Industrial zoning is requested for the property and outdoor storage and light industrial uses are subject to Administrative (Type 1) review in the Industrial zone district.

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. At this time no comments without a site plan. However in that Pierson Concrete has previously come through a minor amendment process for their prior location in SE Fort Collins we will be looking at many of the same issues.

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: Traffic Operations

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

1. The anticipated change in traffic volume is not expected to rise to the threshold of needing a TIS. Based on section 4.2.3.D of LCUASS, the Traffic Impact Study requirement can be waived.
2. Access location for the new building will need to be located to meet access requirements including spacing, sight distance, etc.
3. Check in with Engineering on any adjacent street road improvements that may be needed.

Department: Stormwater Engineering

Contact: Wes Lamarque, 970-416-2418, wlamarque@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 needs to be determined. An outfall is required to a natural drainage way or an existing outfall that has a drainage easement. Drainage easements are required from any off-site properties where conveyance is needed to pass through to an existing drainage way.
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 Boxelder/Cooper Slough Master Drainage Plan as well the Fort Collins Stormwater Manual.

Department: Fire Authority

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

1. FIRE LANES

IFC 503.1.1: A fire Lane shall be provided to within 150' of all portions of the existing building/office on the site, as measured by an approved route around the exterior of the building. Should a fire lane not be possible, 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. Fire lane standards are provided below.

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, 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. A hammerhead configuraton would be acceptable in this situation.
- > The required turning radii of a fire apparatus access road shall be a minimum of 25 feet inside and 50 feet outside. Turning radii shall be detailed on submitted plans.
- > Be visible by signage and maintained unobstructed at all times.

See 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.

Should the property be secured by gating, further requirements may apply:

IFC 503.6: SECURITY GATES. The installation of security gates across a fire apparatus access road shall be approved by the fire chief. Where security gates are installed, they shall have an approved means of emergency operation. The security gates and the emergency operation shall be maintained operational at all times.

Gates securing fire apparatus access roads shall comply with all of the following criteria:

1. The minimum gate width for vehicle access shall be 20 feet.
2. Gates shall be of the swinging or sliding type.
3. Construction of gates shall be of materials that allow manual operation by one person.
4. Gate components shall be maintained in an operative condition at all times and replaced or repaired when defective.
5. Electric gates shall be equipped with a means of opening the gate by fire department personnel for emergency access. Emergency opening devices shall be approved by the fire code official.
6. Manual opening gates shall not be locked with an unapproved padlock, or chain and padlock, unless they are capable of being opened by means of forcible entry tools or when a key box containing the key(s) to the lock is installed at the gate location.
7. Gate design and locking device specifications shall be submitted for approval by the fire code official prior to installation.

2. WATER SUPPLY

New construction must be supported with a patent water supply. The local water utility infrastructure does not

support an existing system of hydrants in the area. As such, the conversion of the existing home to an office will not prompt any changes, however, a water supply will be required at such time as the proposed construction of a professional industrial building is approved.

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. If the installation of a hydrant is not possible, developing another means of water storage on site may be an alternative. Otherwise, the building may require a fire sprinkler system. Please contact me when it is applicable to the project to discuss the options. Fire code reference is provided below.

IFC 508.1 and Appendix B: COMMERCIAL REQUIREMENTS: Hydrants to provide 1,500 gpm at 20 psi residual pressure, spaced not further than 300 feet to the building, on 600-foot centers thereafter.

3. FIRE CONTAINMENT

Future construction of a professional industrial building exceeding 5000 square feet is required to be sprinklered or fire contained. If containment is used, the containment construction shall be reviewed and approved by the Poudre Fire Authority prior to installation.

4. PREMISE IDENTIFICATION

IFC 505.1: New and existing buildings shall be plainly identified. Address numbers shall be visible from the street fronting the property, plainly visible, and posted with a minimum of six-inch numerals on a contrasting background. Setback distances may require address numerals to be up-sized and/or posted at the road.

5. SITE PLAN

As the submitted application is general in nature, other comments may be applicable at such time the site plan is further developed.

Department: Environmental Planning

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

1. No comments on the annexation request.
2. Regarding any land development proposals, an irrigation ditch runs along the northern edge of the parcel. The ditch appears to be a lateral, but the tree cover indicates this area may serve as a wildlife corridor.

Accordingly, 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 (irrigation ditch). Please note the buffer zone standard of 50' for this feature, as identified in Section 3.4.1(E) of the Land Use Code, as you proceed with your site design process.

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

3. Within the buffer zone, according to Article 3.4.1(E)(1)(g), the City has the ability to determine if the existing landscaping within the buffer zone is incompatible with the purposes of the buffer zone. Please ensure that your ECS discusses the existing vegetation and identifies potential restoration options. If it is determined to be insufficient, then restoration and mitigation measures will be required.
4. With respect to 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.

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. A Fugitive Dust Control Permit must be obtained from Larimer County Environmental Health for development involving:
 - land clearing of 5-25 acres;
 - land development creating more than a 25 acre contiguous disturbance or exceeding 6 months in duration

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. 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.
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>
5. This project is responsible for dedicating any right-of-way and easements that are necessary for this project. E Vine Drive is considered a Minor Arterial in this area. The ½ right-of-way width that will need to be provided for the standard section is 42 feet. If a right turn lane is needed additional right-of-way will need to be provided. The standard utility easements will need to be provided.
6. The project will need to design Vine Drive and construct the improvements (curb, gutter and sidewalk) adjacent to the site. Per City Code a property has the obligation for the local street improvements adjacent or within the site.
7. Per the Land Use Code all developments must have adequate access to the City's improved Arterial Street network. Vine Drive is front of Waterfield would meet this definition. The roadway to the east does not meet this definition, so there are some off-site pavement improvements that would need to be completed.
8. The Land Use Code has some standards and requirements that identify access spacing locations and that street connections to adjacent developable property would need to be provided. See Section 3.6.3.
9. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
10. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
11. LCUASS parking setbacks (Figure 19-6) apply to any parking lot and will need to be followed depending on parking design.
12. Any ditches crossing the property need to be located outside of right-of-way. If there are any irrigation ditches on the property the ditch owner(s) will need to sign the plan approving any changes. Also the ditch

company will likely require the dedication of a ditch easement with the plating of the property.

Department: Electric Engineering

Contact: Jim Spaulding, 970-416-2772, jspaulding@fcgov.com

1. If proposed site is annexed by the city then Light & Power will cover the costs associated with bringing power to the corner of lot. From said corner of lot and thereafter normal development charges will apply. Please contact Electrical Engineering at 221-6700 if you have any further questions.
2. Light & Power requires a Commercial Service (C-1) form specifying main panel(s) size(s) and an electrical one-line diagram of building service(s).
3. If a pad mounted transformer is installed to feed new service, clearance requirements will need to be considered during the design and construction phases.
4. Please provide a site/utility plan to Light & Power electric utility project manager and an AutoCad (v. 2007, 2010, or 2013) drawing of site/utility plan to CJ Housley (cjhousley@fcgov.com) with electric utility project manager cc'd in email.

Planning Services

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

1. The potential changes to the Fort Collins Growth Management Area (GMA) boundary are currently scheduled to be considered before City Council on August 19th. This property may be moved out of the Fort Collins GMA. If the property becomes part of the Timnath GMA as a result of Council action, the property could be developed in Larimer County's jurisdiction and subject to execution of an annexation agreement with Timnath.

For information on annexation fees, please visit <http://www.fcgov.com/developmentreview/applications.php> and scroll down to the "Application Fee Schedules" section.

2. Annexation & Zoning: Upon any potential annexation, the City's Structure Plan anticipates this property being zoned Urban Estate (U-E). The U-E district is intended primarily for low-density and large-lot residential uses. Given the site's proximity to I-25, established Industrial zoning to the west and frontage along an arterial street, there may be opportunity to consider a portion of the overall site for Industrial zoning.
3. For any potential Industrial zone classification, it will be important to incorporate a buffer and decrease in the intensity of uses along the eastern and southern edges where Urban Estate zoning already exists.
4. Office, outdoor storage and warehouse/light industrial uses are permitted in the Industrial zone district subject to Administrative (Type 1) review, but are not permitted uses in the Urban Estate zone district.
5. Within the Industrial zone district, a minimum 30' deep landscaped area will need to be provided along arterial streets (Vine Drive). Any new building(s) would need to have 30% of their building frontage abutting this landscape yard. The abutting building face should not consist of a blank wall.
6. Areas of outdoor storage, truck parking, and other mechanical equipment should be located and screened so they are out of public view. Areas of outdoor storage should be screened with a combination of high-quality, durable fencing and landscaping elements.
7. An 80' landscaped yard is also required when the development abuts residential zone districts, such as Urban Estate.

8. As specifics of the proposal and future site planning evolve, consider standards for:

LUC 3.2.1 Additional landscaping around buildings, within parking lots, and in high-visibility areas, as well as provisions for street trees and sidewalks along roadways.

LUC 3.2.2(C)(4)(b) & LUC 3.2.2(K)(2)(a) Maximum vehicle parking spaces and bicycle parking minimums (dependent upon exact uses).

LUC 3.2.2(D)(3)(c) & LUC 3.2.2(K)(5) Requirements that vehicle use areas such as driveways and parking lots need to be built of concrete or asphalt, and at least one handicap space must be provided.

9. If the property is to be developed in multiple phases, an Overall Development Plan (ODP) will need to be submitted identifying proposed land uses, phasing and future street connections.

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.

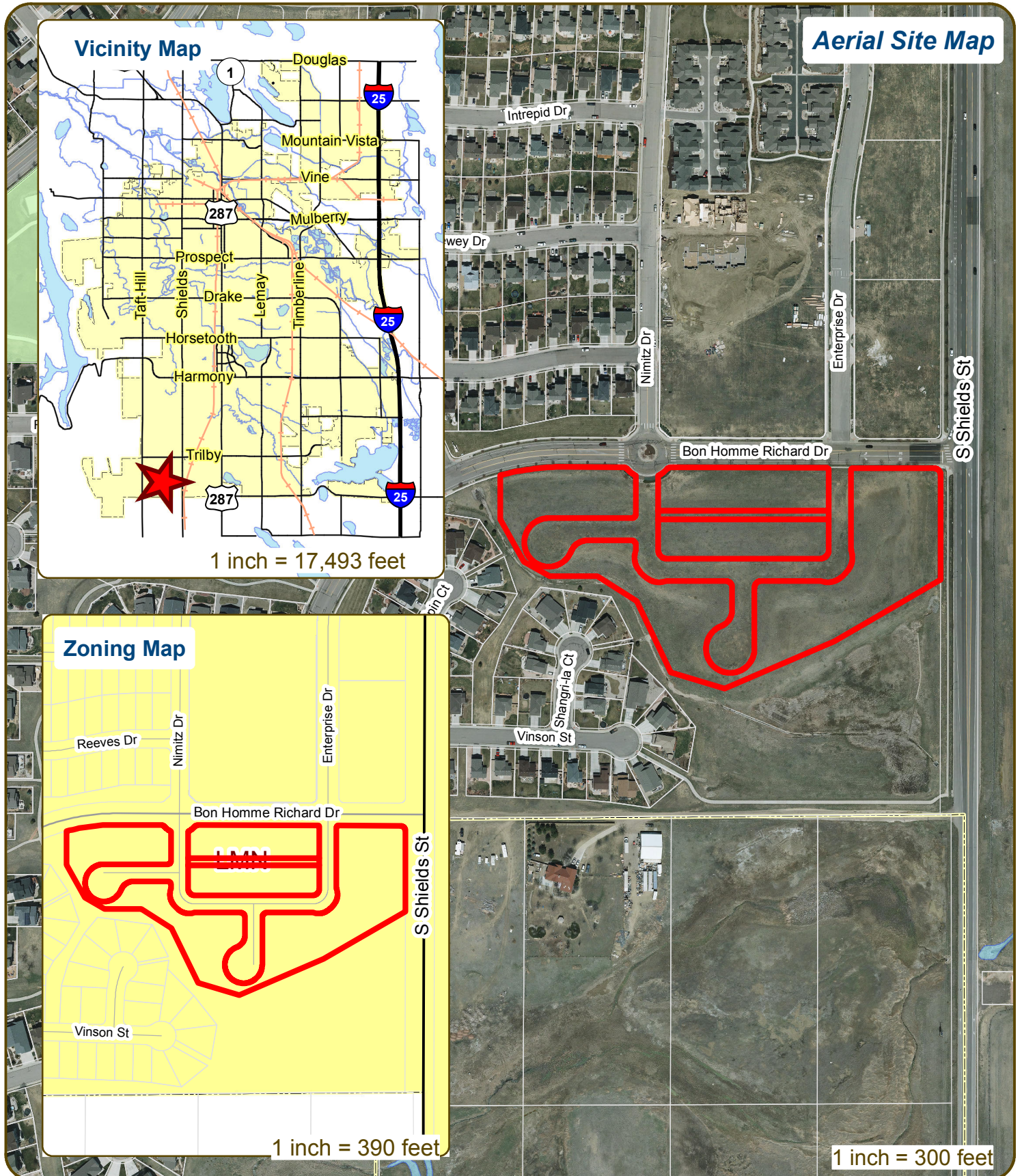
City of Fort Collins

Building Services

Plan Review

416-2341

Registry Ridge 4th Filing Duplexes



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.

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) _____

Bob Quinette, Owner

Business Name (if applicable) RC Ventures

Your Mailing Address 10221 Prestwick Trl. Lone Tree, CO 80124

Phone Number 303 587-1966 **Email Address** RQuinette@AOL.com

Site Address or Description (parcel # if no address) Registry Ridge Filing 4

Description of Proposal (attach additional sheets if necessary) _____

Proposed Use Duplex/Townhome **Existing Use** Duplex

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

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.

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

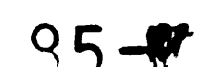
Info available on FC Maps: <http://gisweb.fcgov.com/redirect/default.aspx?layerTheme=Floodplains>.

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

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

Suggested items for the Sketch Plan:

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



A PLAT OF REGISTRY RIDGE FOURTH FILING

A TRACT OF LAND LOCATED IN THE NORTHEAST QUARTER OF SECTION 15, TOWNSHIP 6 NORTH, RANGE 69 WEST
OF THE 6TH PRINCIPAL MERIDIAN, CITY OF FORT COLLINS, COUNTY OF LARIMER, STATE OF COLORADO.

STATEMENT OF OWNERSHIP AND SUBDIVISION:

Know all men by these presents, that the undersigned, being all the owners and proprietors of the following described land to-wit:

A Tract of land located in the Northeast Quarter of Section 15, Township 6 North, Range 69 West of the 6th Principal Meridian, County of Larimer, State of Colorado, being more particularly described as follows:

Considering the North line of the Northeast Quarter of Section 15 as bearing South 89°28'18" West and with all bearings contained herein relative thereto:

Commencing at the Northeast corner of said Section 15; thence, South 00°59'50" West, 1865.07 feet to the Southeast corner of Registry Ridge P.U.D., First Filing; thence along the South line of said Registry Ridge P.U.D., First Filing, North 89°55'28" West, 32.00 feet to the POINT OF BEGINNING; thence departing said line and along the West line of Reception No. 99092906, South 00°04'32" West, 239.29 feet to a point on the North line of Registry Ridge P.U.D., Third Filing; thence along the Northerly and Westerly lines of said Registry Ridge P.U.D., Third Filing, by the following nine (9) courses and distances, South 59°47'06" West, 280.74 feet; thence, South 66°38'42" West, 273.16 feet; thence, North 73°15'19" West, 128.33 feet; thence, North 25°38'34" West, 180.72 feet; thence, North 57°43'10" West, 106.21 feet; thence, North 89°47'46" West, 109.84 feet; thence, North 60°13'13" West, 67.57 feet; thence, North 29°19'30" West, 111.11 feet; thence, North 00°12'14" East, 100.65 feet to a point on the South line of Registry Ridge P.U.D., First Filing, said point being on a non-tangent curve concave to the South having a central angle of 14°53'02", a radius of 576.00 feet and the chord of which bears North 82°45'43" East, 149.21 feet; thence along said South line and along the Westerly lines by the following eight (8) courses and distances, along the arc of said curve 149.63 feet; thence, South 89°47'46" East, 132.15 feet to a point on a curve concave to the Southwest having a central angle of 48°32'06", a radius of 15.00 feet and the chord of which bears South 65°31'43" East, 12.33 feet; thence along the arc of said curve 12.71 feet to a point on a reverse curve concave to the North having a central angle of 97°04'12", a radius of 59.00 feet and the chord of which bears South 89°47'46" East, 88.42 feet; thence along the arc of said curve 99.96 feet to a point on a reverse curve concave to the Southeast having a central angle of 48°32'06", a radius of 15.00 feet and the chord of which bears North 65°56'11" East, 12.33 feet; thence along the arc of said curve 12.71 feet; thence, South 89°47'46" East, 601.11 feet (record 600.80 feet) to a point on a curve concave to the Southwest having a central angle of 89°52'18", a radius of 15.00 feet and the chord of which bears South 44°51'37" East, 21.19 feet; thence along the arc of said curve 23.53 feet to the POINT OF BEGINNING.

The above described tract of land contains 8.146 acres more or less.

The undersigned have caused the above described land to be surveyed and subdivided into lots, tracts, streets and easements as shown on this plat to be known as "REGISTRY RIDGE FOURTH FILING" subject to all easements and rights-of-way now of record or existing or indicated on this plat.

CERTIFICATE OF DEDICATION:

The undersigned does hereby dedicate and convey to the City of Fort Collins, Colorado, for public use, forever, the streets and easements as laid out and designated on this plat; provided, however, that (1) acceptance by the City of this dedication of easements does not impose upon the City a duty to maintain the easements so dedicated, and (2) acceptance by the City of this dedication of streets does not impose upon the City a duty to maintain streets so dedicated until such time as the streets are inspected and accepted by City Engineer. All maintenance of the above described streets shall be performed by the undersigned (and his/her successors in interest) until such time as the City expressly assumes, in writing, the duty of such maintenance.

MAINTENANCE GUARANTEE:

The undersigned hereby warrants and guarantees to the City of Fort Collins, for a period of two (2) years from the date of completion and acceptance by the City of the improvements warranted hereunder, the full and complete maintenance and repair of the improvements constructed under the authority of this plat. This warranty and guarantee is made in accordance with the City of Fort Collins Land Use Code and/or the Transitional Land Use Regulations, as applicable. This guarantee applies to the streets and all other appurtenant structures and amenities lying within the rights-of-way, easements and other public properties, including, without limitation, all curbing, sidewalks, bike paths, drainage pipes, culverts, catch basins, drainage ditches and landscaping. Any maintenance and/or repair required on utilities shall be coordinated with the owning utility company or department.

The undersigned shall maintain said improvements in a manner that will assure compliance on a consistent basis with all construction standards, safety requirements and environmental protection requirements of the City. The undersigned shall also correct and repair, or cause to be corrected and repaired, all damages to said improvements resulting from development-related or building-related activities. In the event the undersigned fails to correct any damages within thirty (30) days after written notice thereof, then said damages may be corrected by the City and all costs and charges billed to and paid by the undersigned. The City shall also have any other remedies available to it as authorized by law. Any damages which occurred prior to the end of said two (2) year period and which are unrepaired at the termination of said period shall remain the responsibility of the undersigned.

REPAIR GUARANTEE:

In consideration of the approval of this final plat and other valuable consideration, the undersigned does hereby agree to hold the City of Fort Collins, Colorado, harmless for a five (5) year period, commencing upon the date of completion and first acceptance by the City of the improvements constructed under the authority of this plat, from any and all claims, damages, or demands arising on account of the design and construction of public improvements of the property shown herein; and the owner furthermore commits to make necessary repairs to said public improvements, to include, without limitation, the roads, streets, fills, embankments, ditches, cross pans, sub-drains, culverts, walls and bridges within the right-of-way easements and other public properties, resulting from failures caused by design and/or construction defects. This agreement to hold the City harmless includes defects in materials and workmanship, as well as defects caused by or consisting of settling trenches, fills or excavations.

Further, the undersigned warrants that he/she owns fee simple title to the property shown hereon and agrees that the City of Fort Collins shall not be liable to the undersigned or his/her successors in interest during the warranty period, for any claim of damages resulting from negligence in exercising engineering techniques and due caution in the construction of cross drains, drives, structures or buildings, the changing of courses of streams and rivers, flooding from natural creeks and rivers, and any other matter whatsoever on private property. Any and all monetary liability occurring under this paragraph shall be the liability of the owner. I further warrant that I have the right to convey said land according to this plat.

The obligations of the undersigned pursuant to the "maintenance guarantee" and "repair guarantee" provisions set forth above may not be assigned or transferred to any person or entity unless the warranted improvements are completed by, and a letter of acceptance of the warranted improvements is received from the City by, such other person or entity.

NOTICE OF OTHER DOCUMENTS

All persons take notice that the developer and/or owner has executed certain documents pertaining to this development which creates certain rights and obligations of the development, the developer and/or subsequent owners of all or portions of the development site, many of which obligations constitute promises and covenants which run with the land. The said documents may also be amended from time to time and may include, without limitation, the development agreement, site and landscape covenants, final site plan, final landscape plan, and architectural elevations, which documents are on file in the Office of the Clerk of the City of Fort Collins and should be closely examined by all persons interested in purchasing any portion of the development site.

NOTE:

- Reference the Site Plan and Building Elevations that are to be recorded and of record in the City to indicate building types and colors.
- Basis of Bearings is the North line of Northeast Quarter of Section 15, T. 6 N., R. 69 W. as bearing S 89°28'18" W (Assumed Datum).
- All tracts shall be maintained by the Home Owners Association.
- Vehicular access to units 14, 15, 16, 17, 18, 19, 20 & 21 shall be limited to the private drive, shown as Tract C, and that vehicular access is prohibited from Bon Homme Richard Drive.

OWNERS:

Witness our hands and seals this 11 day of January, A.D., 200th.

U.S. Home Corporation, a Delaware corporation.

By: [Signature] Attest:
Ed Zebrowski, President
Mountain Operations Land Division-Colorado

STATE OF COLORADO)

County of Douglas)

The foregoing instrument was acknowledged before me this 11th day

of January, A.D., 2002 by

Ed Zebrowski, President Mountain Operations Land Division-Colorado of U.S. Home Corporation, a Delaware corporation.

Witness my hand and official seal.

My Notarial Commission expires March 5, 2005

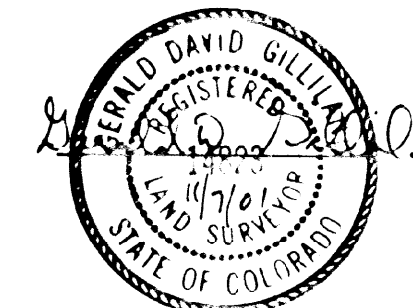
Notary Public [Signature]

Address: 990 Oak Knoll Drive
Long Tree, CO 80424

SURVEYOR'S STATEMENT

I, Greald D. Gilliland, a Colorado Registered Professional Land Surveyor, do hereby state that this Subdivision Plat was prepared from an actual survey under my personal supervision, that the monumentation as indicated hereon were found or set as shown, and that the foregoing plat is an accurate representation thereof, all this to the best of my knowledge, information and belief.

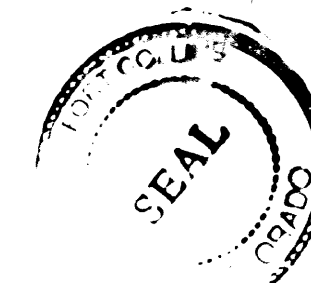
Greald D. Gilliland
Colorado Registered Professional
Land Surveyor # 14823



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

APPROVED AS TO FORM, CITY ENGINEER:

By the City Engineer of the City of Fort Collins, Colorado this 18th day of April, A.D., 2002.



[Signature]
City Engineer

PLANNING APPROVAL:

By the Director of Planning the City of Fort Collins, Colorado this 19th day of April, A.D., 2002.

[Signature]
Director of Planning

[Signature]
City Clerk

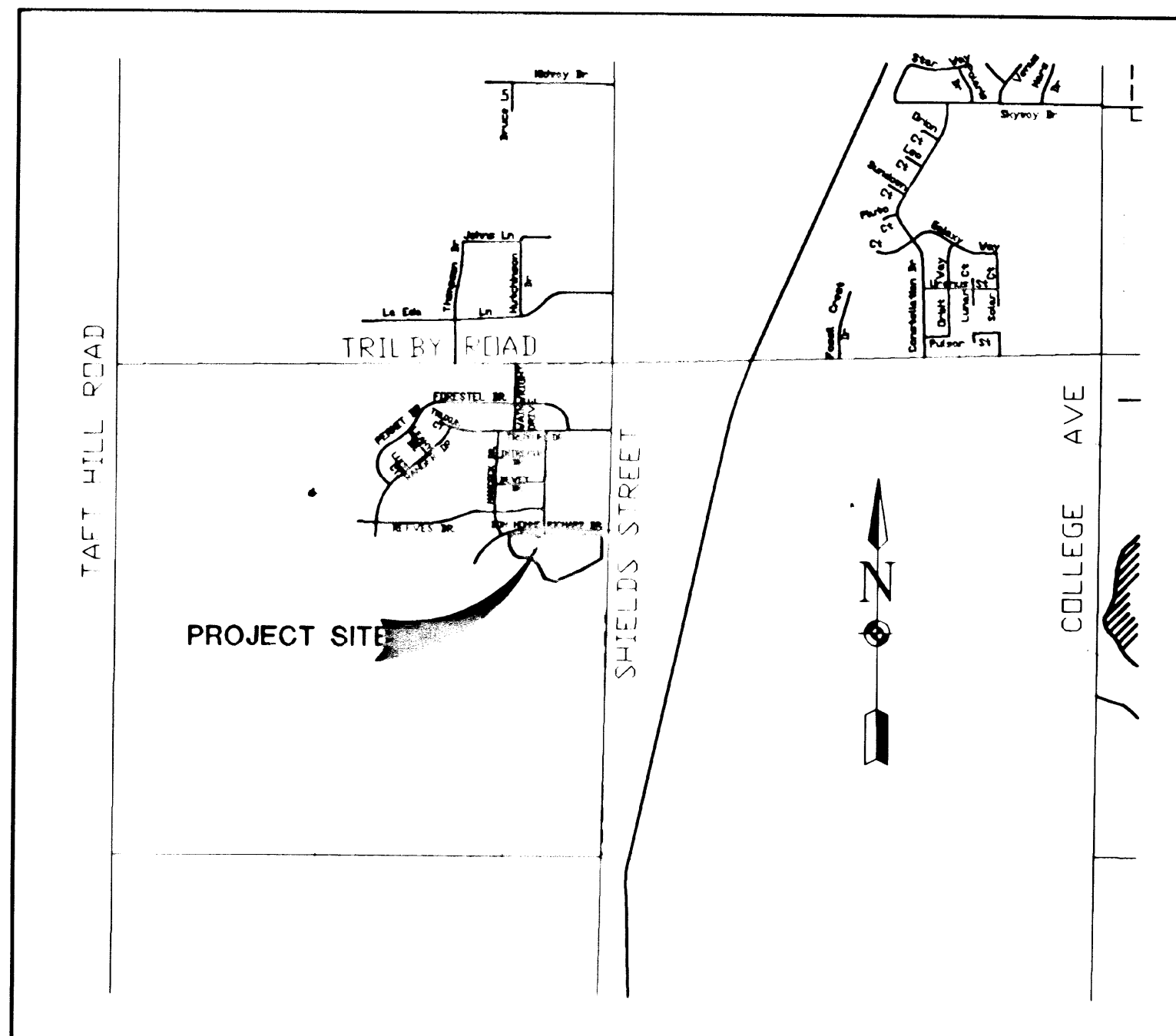
ATTORNEY'S CERTIFICATION:

I hereby certify that this Subdivision Plat has been duly executed as required pursuant to Section 2.2.3(C)(3)(a) through (e) inclusive of the Land Use Code of the City of Fort Collins and that all persons signing this Subdivision Plat on behalf of a corporation or other entity are duly authorized signatories under the laws of the State of Colorado. This Certification is based upon the records of the Clerk and Recorder of Larimer County, Colorado as of the date of execution of the plat and other information discovered by me through reasonable inquiry and is limited as authorized by Section 2.2.3(C)(3)(f) of the Land Use Code.

March, 2002
By Attorney: [Signature]
Address: 110 E. Oak St., Ft. Collins, CO.
Registration No.: 6402

VICINITY MAP

N.T.S.



SOUTH FORT COLLINS SANITATION DISTRICT,
a political subdivision of the State of Colorado

By: [Signature]
Michael D. DiIullo, General Manager

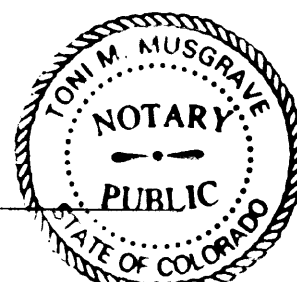
STATE OF COLORADO)
County of Larimer)

The foregoing instrument was acknowledged before me this 25th day of February, 2002, by Michael D. DiIullo as General Manager of SOUTH FORT COLLINS SANITATION DISTRICT, a political subdivision of the State of Colorado.

Witness my hand and official seal.

My Commission Expires: December 12, 2005

[Signature]
Notary Public

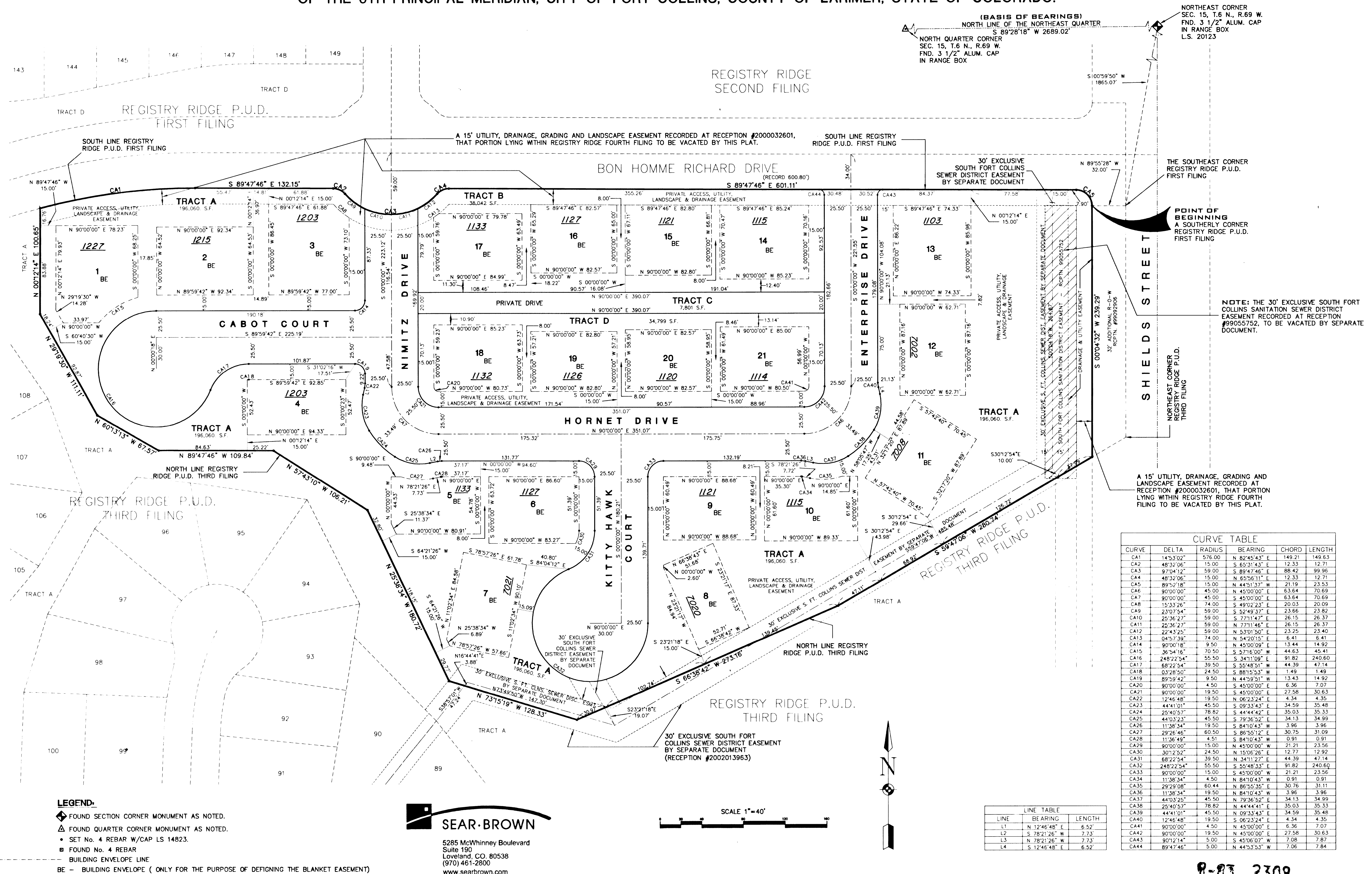


SEAR-BROWN

5285 McWhinney Boulevard
Suite 190
Loveland, CO 80538
(970) 461-2800
www.searbrown.com

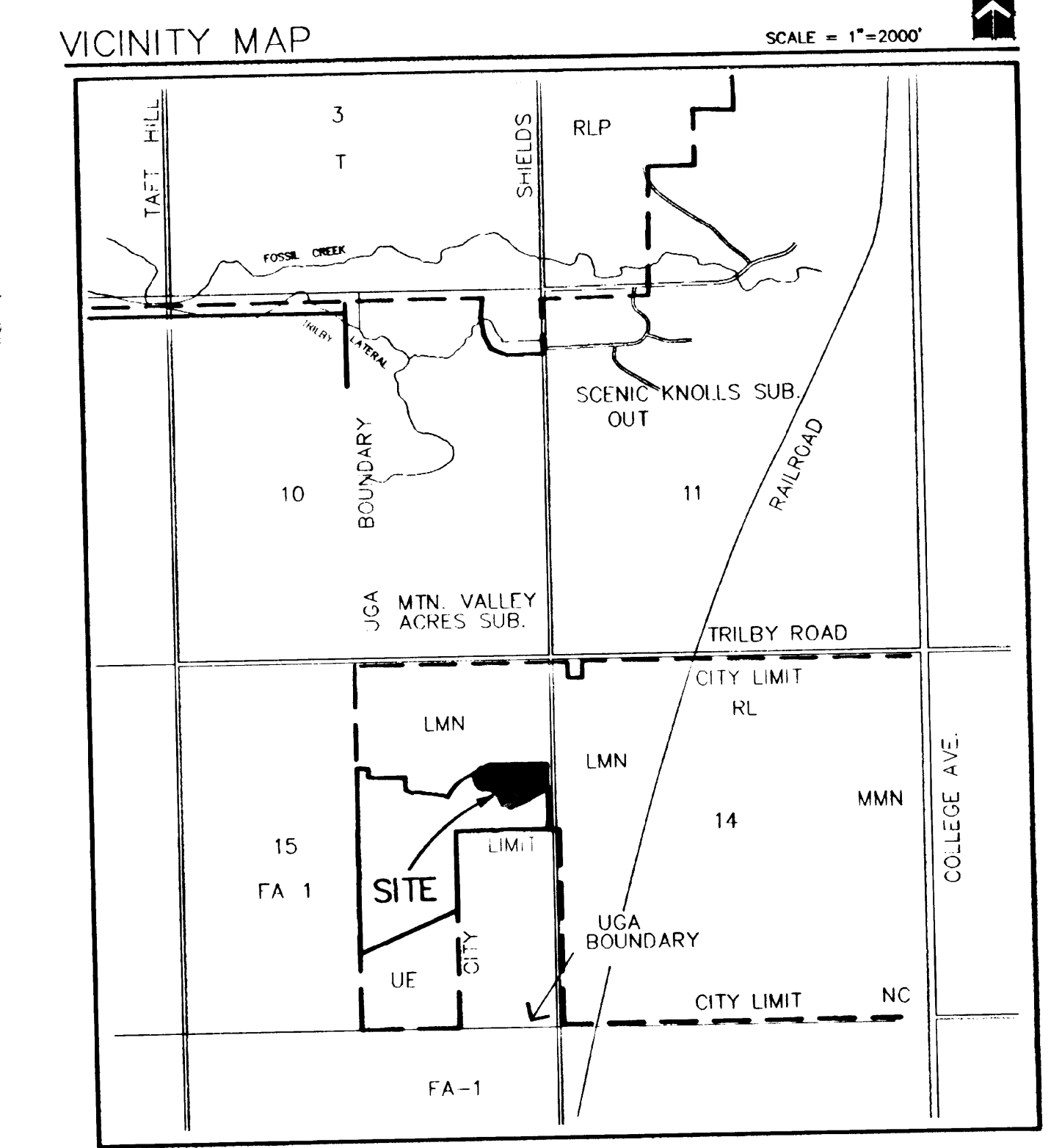
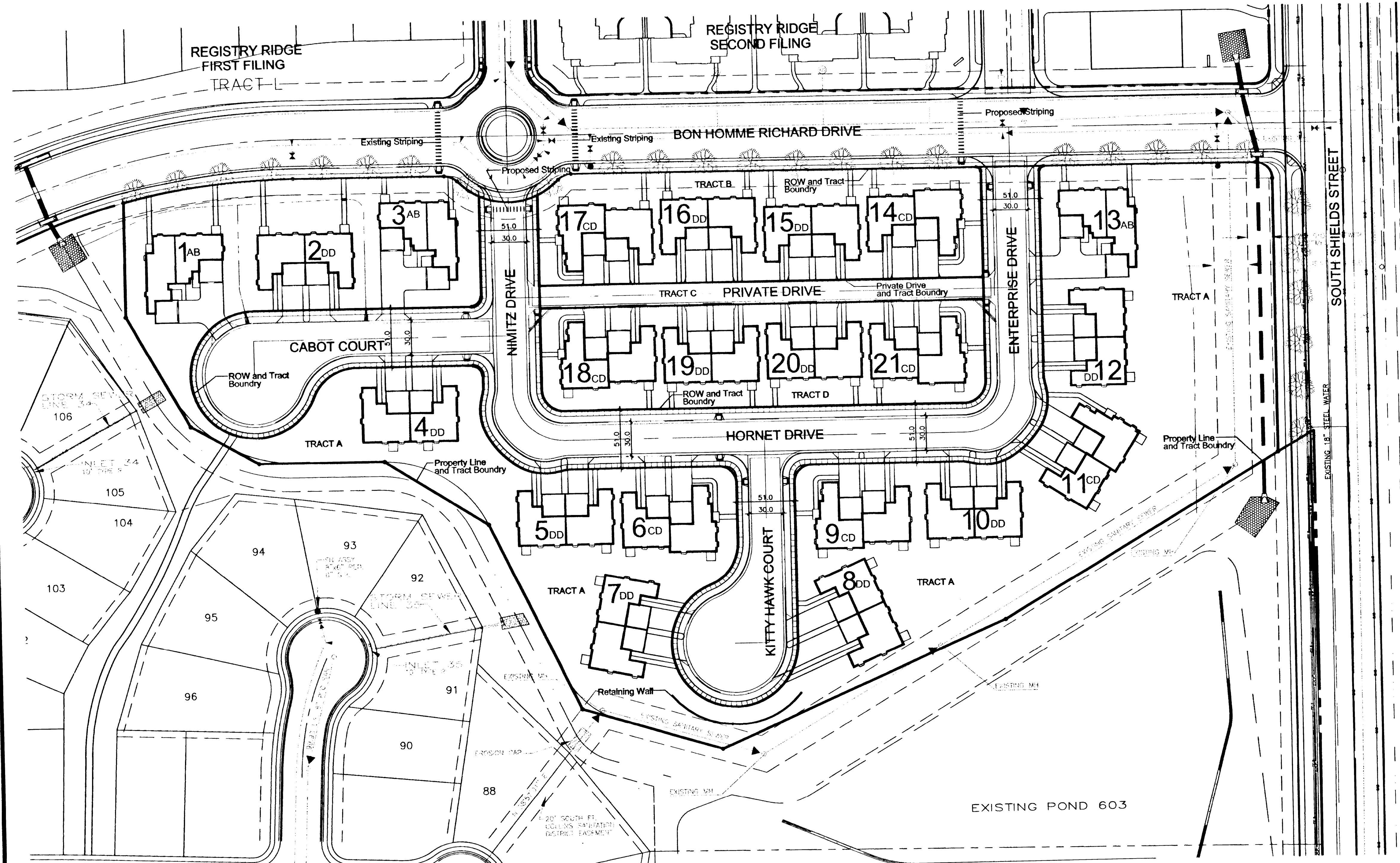
A PLAT OF REGISTRY RIDGE FOURTH FILING

A TRACT OF LAND LOCATED IN THE NORTHEAST QUARTER OF SECTION 15, TOWNSHIP 6 NORTH, RANGE 69 WEST
OF THE 6TH PRINCIPAL MERIDIAN, CITY OF FORT COLLINS, COUNTY OF LARIMER, STATE OF COLORADO.



06-11-2002 15:52:07 2002 6.1999/08-1

2-83 2308



- GENERAL NOTES**
1. ALL PORTIONS OF THE EXTERIOR WALLS OF THE FIRST STORY OF ALL BUILDINGS WILL BE LOCATED WITHIN 150' OF AN ACCESS ROADWAY IN WHICH EMERGENCY FIRE EQUIPMENT CAN BE MANEUVERED OR THE BUILDINGS WILL BE PROVIDED WITH AN APPROVED FIRE EXTINGUISHING SYSTEM.
 2. REFER TO UTILITIES PLAN FOR LOCATION OF UTILITIES AND DRAINAGE.
 3. THE CITY WILL NOT BE RESPONSIBLE FOR MAINTENANCE OF ON-SITE STORM DRAINAGE FACILITIES.
 4. SIDEWALKS AND RAMPS WILL CONFORM TO CITY STANDARDS.
 5. CONSTRUCTION IS SCHEDULED TO BEGIN 2001 AND COMPLETED BY 2002.
 6. PROPOSED EXTERIOR LIGHTING WILL BE POLE-MOUNTED LUMINARIES. BOTH POLE AND BUILDING-MOUNTED FIXTURES WILL FEATURE DOWN-DIRECTIONAL AND SHARP CUTOFF LUMINARIES.
 7. ALL ROOF TOP AND GROUND MOUNTED MECHANICAL EQUIPMENT IS TO BE FULLY SCREENED FROM PUBLIC VIEW WITH ROOF TOP PARAPET WALLS AND LANDSCAPING.
 8. ALL SIGNAGE TO COMPLY WITH LOCAL SIGN CODE.
 9. SCORE MARKS ARE FOR ILLUSTRATIVE PURPOSES ONLY AND ARE NOT FOR CONSTRUCTION.
 10. "NO PARKING" SIGNAGE AND CURB PAINTING SHALL BE PROVIDED WITHIN 50' OF THE ROUNDABOUT.
 11. "NO PARKING" SIGNAGE AND CURB PAINTING SHALL BE PROVIDED ALONG BON HOMME RICHARD DRIVE, NORTH OF THE 4TH FILING.
 12. ALL BUILDING COLORS MUST COMPLY WITH THE CITY OF FORT COLLINS LANDUSE STANDARDS.
 13. ALL TRACTS SHALL BE MAINTAINED BY THE HOMEOWNERS ASSOCIATION.

LAND USE STATISTICS

DESCRIPTION	GROSS AREA SQ. FT.*	GROSS AREA ACRES*	% OF TOTAL	NET AREA SQ. FT.**	NET AREA ACRES**	% OF TOTAL
BUILDING COVERAGE	76,545.2 SQ. FT.	1.76 ACRES	22%	76,545.2 SQ. FT.	1.76 ACRES	22%
PARKING & DRIVES	34,326.5 SQ. FT.	.78 ACRES	9%	34,326.5 SQ. FT.	.78 ACRES	9%
PUBLIC ROW	58,315.3 SQ. FT.	1.34 ACRES	16%	58,315.3 SQ. FT.	1.34 ACRES	16%
OPEN SPACE	185,649.02 SQ. FT.	4.26 ACRES	53%	185,649.02 SQ. FT.	4.26 ACRES	53%
TOTAL SITE AREA	354,836.02 SQ. FT.	8.14 ACRES	100%	354,836.02 SQ. FT.	8.14 ACRES	100%

* NET AND GROSS AREAS ARE THE SAME.

STREET RIGHT-OF-WAY: 58,315.3 SQ. FT.

BUILDING INFORMATION:
21 BUILDINGS
42 DWELLING UNITS
2 UNITS PER BUILDING
2 BEDROOMS PER UNIT

OVERALL DENSITY:
GROSS: 5.16 DWELLING UNITS / ACRE
NET: 5.16 DWELLING UNITS / ACRE

MAXIMUM BUILDING HEIGHT: 26.5' APPROXIMATE

EXISTING ZONING: LMN

ADMINISTRATIVE APPROVAL

APPROVED BY THE DIRECTOR OF PLANNING OF THE CITY OF FORT COLLINS, COLORADO ON THIS 14th DAY OF Sept 2002

Ramon Glor
Director of Planning

OWNER'S CERTIFICATION

THIS IS TO CERTIFY THAT, AS OF the 14th DAY OF January 2002, THE UNDERSIGNED PARTIES ARE THE SOLE OWNERS OF RECORD OF THE REAL PROPERTY DESCRIBED IN THE ABOVE SITE PLAN AS CONSTRUED IN C.R.S. 31-23-11, AND CONSENTS TO THE DEVELOPMENT OF SAID PROPERTY AS SHOWN.

U.S. Home Corporation, a Delaware Corporation.
By: Ed Zebrowski, President, Mountain Operations Land Division - Colorado

The acknowledgment should be as follows:
STATE OF COLORADO)
COUNTY OF Douglas)
The foregoing instrument was acknowledged before me by Ed Zebrowski, President of Mountain Operations Land Division - Colorado of U.S. Home Corporation, a Delaware corporation on the 14th day of January, 2002.

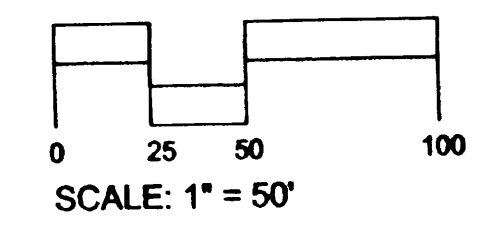
Witness my hand and official seal.
My commission expires: March 5, 2005
Sharon K. Kray
Recorder

- LEGEND**
- RAMP
 - CROSSWALK
 - EXISTING TREES

REGISTRY RIDGE 4th FILING

FORT COLLINS COLORADO

ENGINEERING DEPT. NOTE:
THIS REPRESENTS THE
BEST QUALITY IMAGE POSSIBLE
TAKEN FROM VERY POOR QUALITY
ORIGINALS



This is a Land Use Planning Document,
not a Construction Document.

ARCHITECT
US HOMES
6000 S. GREENWOOD PLAZA
SUITE 200
ENGLEWOOD, CO 80111
(303)779-6100

APPLICANT
US HOMES
6000 S. GREENWOOD PLAZA
SUITE 200
ENGLEWOOD, CO 80111
(303)779-6100

PLANNER
VF RIPLEY ASSOCIATES, INC.
401 WEST MOUNTAIN, SUITE 201
FORT COLLINS, CO 80521
(970) 224-5828

ENGINEER
NORTHERN ENGINEERING
240 S. HOWES STREET
FORT COLLINS, CO 80521
(970) 221-4158

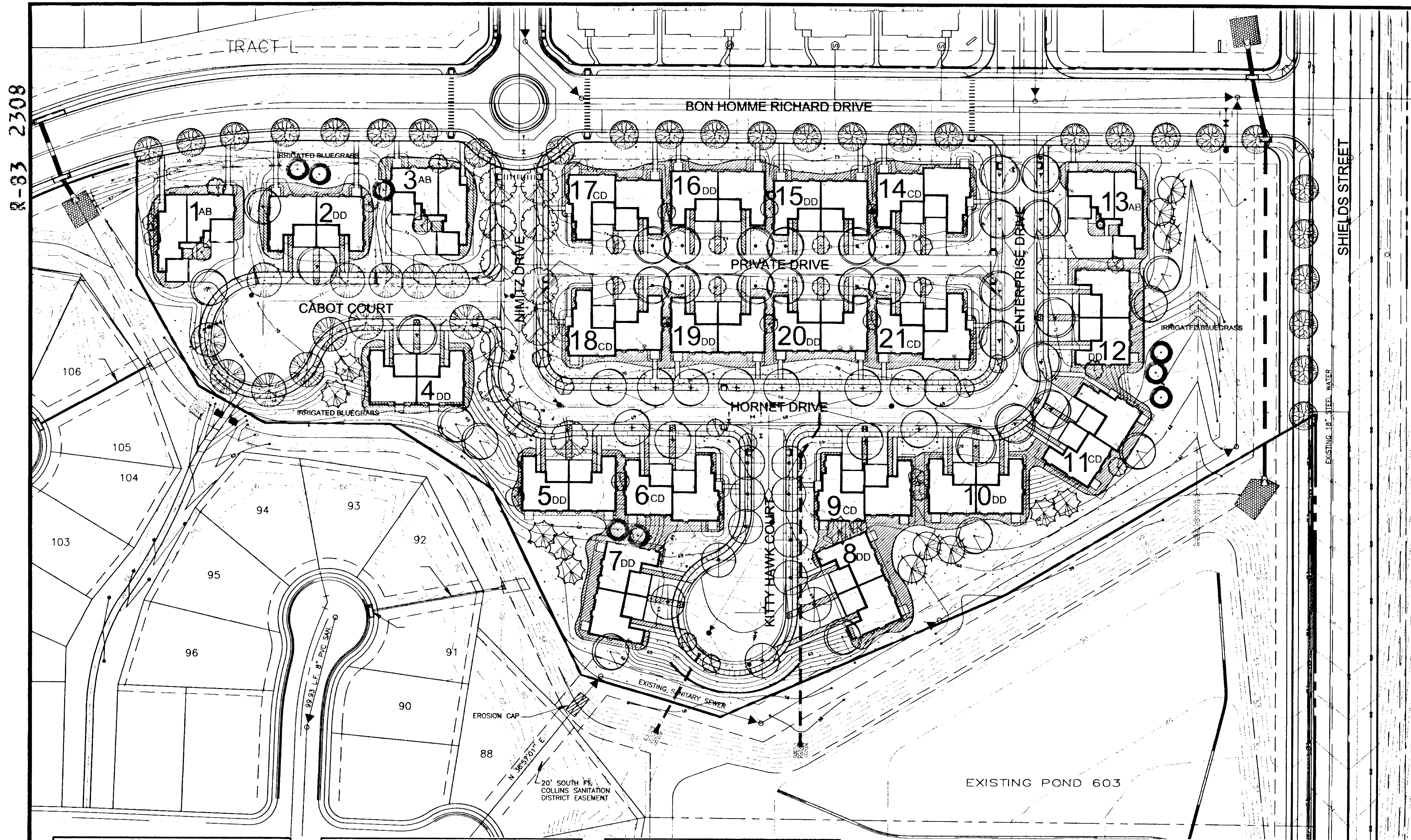
VF RIPLEY ASSOCIATES, INC.
401 West Mountain Avenue
Suite 201
Fort Collins, CO 80521
(970) 224-5828

SITE PLAN

DATE: 09/08/00
JOB NO.: 99-077
DRAWN: RL
CHECKED: LR
REVISED: 04/05/01
05/08/01
09/28/01

1 of 8

2-83 2308



PLANT LIST

DECIDUOUS TREES				
	Acer x freemanii 'Autumn Blaze'	Autumn Blaze Maple	2" cal	B+B 10
	Celtis occidentalis	Hackberry	2" cal	B+B 12
	Fraxinus americana 'Autumn Purple'	Autumn Purple Ash	2" cal	B+B 13
	Fraxinus pennsylvanica 'Palmare'	Palmare Ash	2" cal	B+B 12
	Gleditsia tri. inermis 'Skyline'	Skyline Honeylocust	2" cal	B+B 12
	Quercus rubra	Northern Red Oak	2" cal	B+B 11
	Tilia cordata 'Greenspire'	Greenspire Linden	2" cal	B+B 11
EVERGREEN TREES				
	Abies concolor 'Compacta'	Compact White Fir	4" ht	B+B 2
	Juniperus chinensis 'Blue Point'	Blue Point Juniper	4" ht	B+B 2
	Pinus nigra	Austrian Pine	6" ht	B+B 6
	Picea glauca 'Densata'	Black Hills Spruce	6" ht	B+B 8
	Picea pungens glauca	Fat Albert Spruce	6" ht	B+B 8
ORNAMENTAL TREES				
	Acer ginnala	Ginnala Maple	1.5" cal	B+B 4
	Crataegus crusgalli inermis	Thornless Cockspur	1.5" cal	B+B 6
	Malus 'Indian Magic'	Indian Magic Crabapple	1.5" cal	B+B 6
	Malus 'Spring Snow'	Spring Snow Crabapple	1.5" cal	B+B 6
	Prunus cerasifera 'Newport'	Newport Plum	1.5" cal	B+B 5
	Pyrus calleryana 'Chanticleer'	Chanticleer Pear	1.5" cal	B+B 8

WATER USAGE TABLE

1. Landscape categories include the following:	
High water turf areas	131,079 SF
Moderate water shrub bed areas	61,717.6 SF
Total:	192,796.6 SF

PLANT LEGEND

	SHRUBS
	IRRIGATED BLUEGRASS
	COBBLE
	EDGING
	EXISTING TREES

ARCHITECT

US HOMES
6000 S. GREENWOOD PLAZA
SUITE 200
ENGLEWOOD, CO 80111
(303)779-6100

APPLICANT

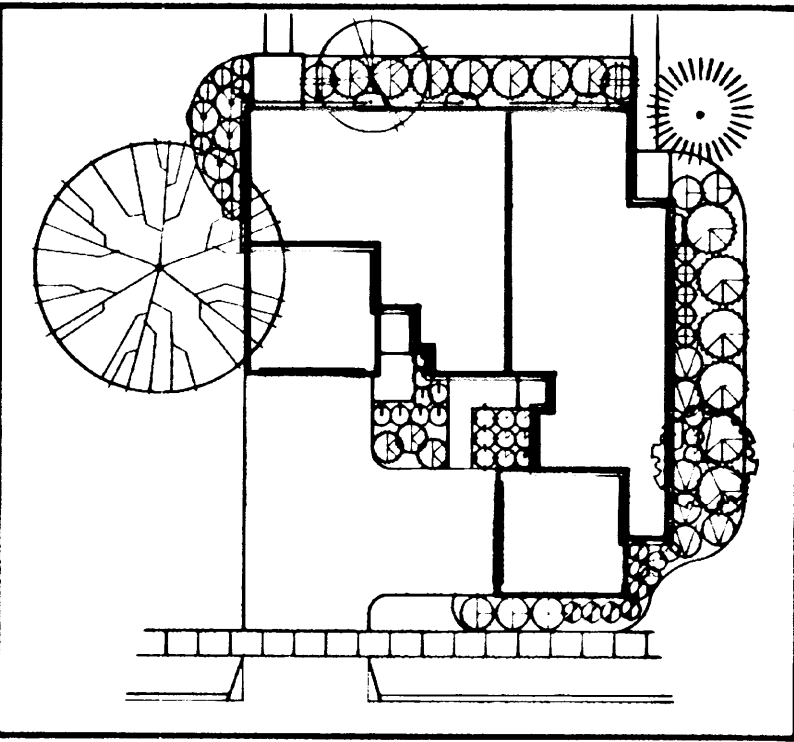
US HOMES
6000 S. GREENWOOD PLAZA
SUITE 200
ENGLEWOOD, CO 80111
(303)779-6100

PLANNER

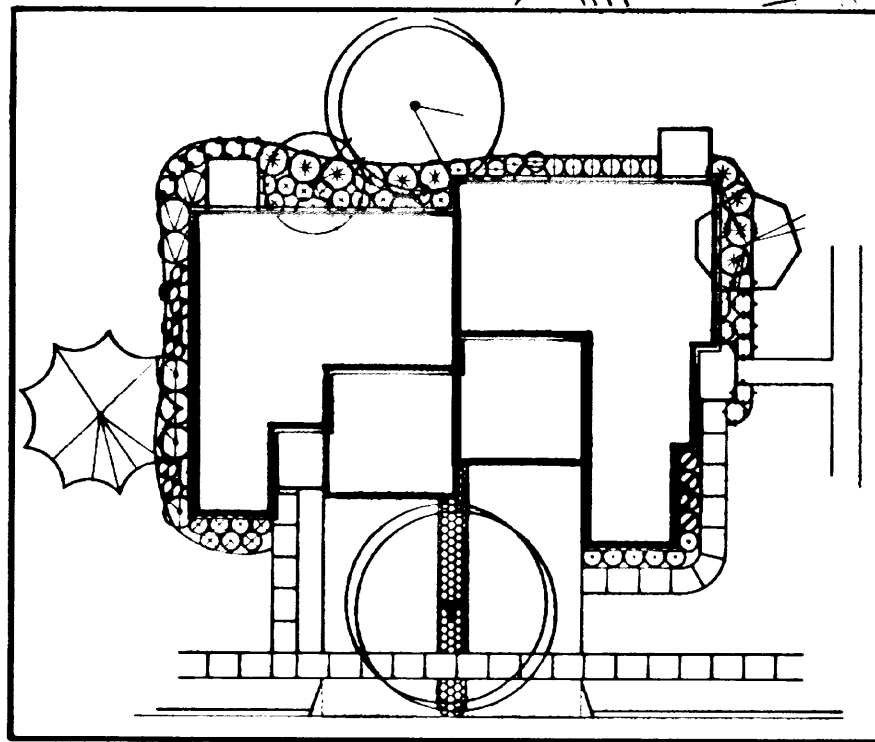
VF RIPLEY ASSOCIATES, INC.
401 WEST MOUNTAIN, SUITE 201
FORT COLLINS, CO 80521
(970) 224-5828

ENGINEER

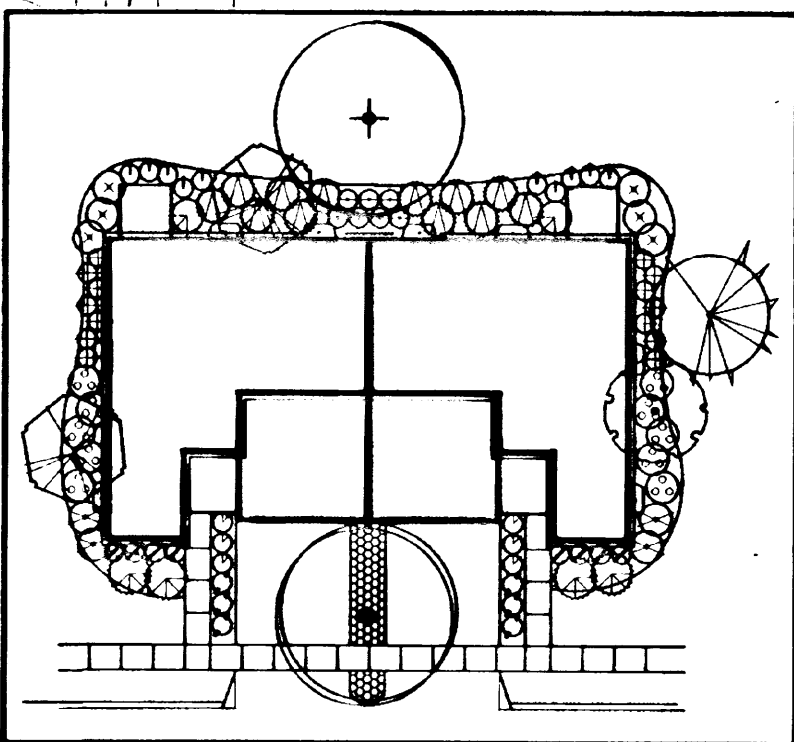
NORTHERN ENGINEERING
240 S. HOWES STREET
FORT COLLINS, CO 80521
(970) 221-4158



TYPE AB PLANTING, TYPICAL
SCALE: 1"=30'



TYPE CD PLANTING, TYPICAL
SCALE: 1"=30'



TYPE DD PLANTING, TYPICAL
SCALE: 1"=30'

TYPICAL BUILDING PLANT LIST

EVERGREEN SHRUBS			
	Juniperus horizontalis 'Blue Chip'	Blue Chip Juniper	5 gal 5' o.c.
	Juniperus horizontalis 'Hughes'	Hughes Juniper	5 gal 5' o.c.
	Juniperus sabina 'Arcadia'	Arcadia Juniper	5 gal 5' o.c.
	Juniperus sabina 'Calgary Carpet'	Calgary Carpet Juniper	5 gal 5' o.c.
	Aronia melanocarpa elata	Black Chokeberry	5 gal 5' o.c.
	Berberis thunbergii 'Cherrybomb'	Cherrybomb Barberry	5 gal 3' o.c.
	Buddleja davidii 'nanhoensis'	Butterfly Bush	5 gal 3' o.c.
	Buddleja davidii 'nanhoensis'	Compact Purple	5 gal 3' o.c.
	Buddleja davidii 'nanhoensis'	Compact White	5 gal 3' o.c.
	Caryopteris x clandonensis	Blue Mist Spirea	5 gal 3' o.c.
	Cornus alba 'Argentea Marginata'	Variegated Dogwood	5 gal 5' o.c.
	Cornus stolonifera 'Isanti'	Isanti Dogwood	5 gal 5' o.c.
	Cotoneaster apiculatus	Cranberry Cotoneaster	5 gal 3' o.c.
	Eunymia alata 'Compacta'	Dwarf Burning Bush	5 gal 5' o.c.
	Hydrangea arborescens 'Annabelle'	Annabelle Hydrangea	5 gal 5' o.c.
	Lonicera xylosteum 'Emerald Mound'	Emerald Mound Honeysuckle	5 gal 3' o.c.
	Potentilla fruticosa 'Abbotswood'	Abbotswood Potentilla	5 gal 3' o.c.
	Ribes alpinum	Alpine Currant	5 gal 3' o.c.
	Rosa x 'The Fairy'	Rose, Double Pink Shrub	5 gal 3' o.c.
	Rosa x 'Magnifica'	Rose, Double Red Shrub	5 gal 3' o.c.
	Spiraea bumalda 'Goldflame'	Goldflame Spiraea	5 gal 3' o.c.
	Spiraea nipponica 'Snowmound'	Snowmound Spiraea	5 gal 5' o.c.
	Symphoricarpos orbiculatus	Red Currantberry	5 gal 3' o.c.
	Syringa patula 'Miss Kim'	Miss Kim Dwarf Lilac	5 gal 5' o.c.
	Syringa vulgaris	Common Purple Lilac	15 gal 8' o.c.
	Viburnum trilobum 'Compactum'	American Compact Cranberry	5 gal 5' o.c.

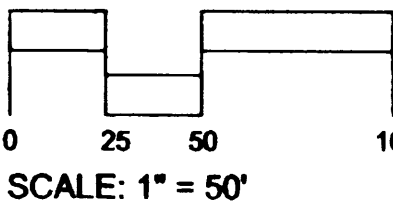
PLANT NOTES

- All plant material shall meet specifications of the American Association of Nurserymen (AAN) for number one grade. All trees shall be balled and burlapped or equivalent.
- Trees shall not be planted closer than 4 feet to any gas or electric line and no closer than 10 feet to any water or sewer line. Shrubs shall not be planted closer than four feet to any water or sewer line. Tree planting shall be coordinated with Public Service Company. Locations of all utilities shall be verified in the field prior to planting. A horizontal distance of 40' between street trees and street lights shall be maintained.
- A tree permit must be obtained from the City Forester before trees are planted on City right-of-way.
- Landscape shall be installed or secured with a letter of credit, escrow, or performance bond for 125% of the value of the landscaping prior to the issuance of a Certificate of Occupancy.
- Landscape within public right-of-way and common open space areas shall be installed by the developer and maintained by a Home Owner's Association.
- Developer shall ensure that the landscape plan is coordinated with the plans done by other consultants so that the proposed grading, storm drainage, or other construction does not conflict nor preclude installation and maintenance of landscape elements on this plan.
- All landscape areas, except for native seed areas, within the site shall be irrigated with an automatic underground irrigation system. An irrigation plan will be required prior to issuance of a building permit.
- All turf except native seed areas to be irrigated with an automatic pop-up irrigation system. All shrub beds and trees in native seed areas are to be irrigated with an automatic drip (trickle) irrigation system, or acceptable alternative. The irrigation system is to be adjusted to meet the water requirements of the individual plant material.
- All existing trees shall be pruned to City of Fort Collins medium prune standards.
- All shrub beds to be mulched with bark or rock mulch.
- Edging between grass and shrub beds shall be 1/8" x 4" steel set level with top of sod.
- Topsoil. To the maximum extent feasible, topsoil that is removed during construction activity shall be conserved for later use on areas requiring revegetation and landscaping.
- Soil Amendments. Prior to installation of plant materials, areas that have been compacted or disturbed by construction activity shall be thoroughly loosened. Organic amendments such as compost, peat, or aged manure shall be thoroughly incorporated at a rate of at least three (3) cubic yards of amendment per 1,000 square feet of landscape area.
- A permit must be obtained from the city forester before any trees or shrubs as noted on this plan are planted in the public right of way. This includes zones between the sidewalk and curb, medians and other city property within the project.

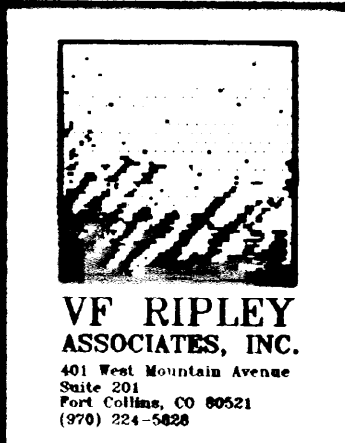
REGISTRY RIDGE 4th FILING

FORT COLLINS

COLORADO



This is a Land Use Planning Document,
not a Construction Document.



LANDSCAPE PLAN

DATE	09/08/00
JOB NO.	99-077
DRAWN	RL
CHECKED	LR
REVISED	04/05/01
	06/08/01
	08/28/01





Community Development and
Neighborhood Services
281 North College Avenue
PO Box 580
Fort Collins, CO 80522

970.221.6750
970.224.6134 - fax
fcgov.com

August 06, 2014

Bob Quinette
RC Ventures
10221 Prestwick Trail
Lone Tree, CO 80124

Re: Registry Ridge 4th Filing

Description of project: This is a request to construct 21 duplexes as originally proposed in the Registry Ridge Fourth Filing (Parcel #s 9615114001, 9615114002, 9615114003 and 9615114004). A proposal for this development was approved in 2002 and has since expired. The current owner of the parcels has re-submitted the previously approved plans from 2002. The parcels are located in the Low Density Mixed-Use (LMN) zone district. This project will be subject to Administrative (Type I) review.

Please see the following summary of comments regarding the project request referenced above. The comments offered informally by staff during the Conceptual Review will assist you in preparing the detailed components of the project application. Modifications and additions to these comments may be made at the time of formal review of this project. If you have any questions regarding these comments or the next steps in the review process, you may contact the individual commenter or direct your questions through the Project Planner, Pete Wray, at 970-221-6754 or pwrap@fcgov.com.

Comment Summary:

Department: Zoning

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

1. If you mean townhome as in condos the airspace within the dwelling unit is owned only there is no review process. Replatting is required if these are going to be single family attached dwellings on their own fee simple lot. If these become single family attached dwellings then there will be fire protection required between the common wall lot lines. Please check with Russ Hovland in Building at 416-2341.
2. No other comments.

Department: Water-Wastewater Engineering

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

1. Water and wastewater services for this site are provided by the Fort Collins-Loveland Water District and the South Fort Collins Sanitation District. The Districts can be contacted at (970) 226-3104.

Department: Traffic Operations

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

1. Given that there are 42 units and the previous approval was more than 10 years ago, we'll need a Traffic Impact Study update. This will likely be the level of a relatively minor traffic memo. Contact Martina Wilkinson at mwilkinson@fcgov.com or 221-6887 to scope the study.
2. From Transportation Planning, they would like to know whether the pedestrian connections to neighboring areas have already been built, or will be built with this development?

Department: Stormwater Engineering

Contact: Wes Lamarque, 970-416-2418, wlamarque@fcgov.com

1. Since this project has been approved previously we will need to review the plans in detail but the only new requirement for Stormwater since that approval is the LID requirement. 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>.
2. An addendum to the drainage report is needed to verify conformance and add the LID information. Of course the utility plan set will need to show the LID design.
3. 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.

Department: Fire Authority

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

1. 2012 IFC CODE ADOPTION
The Poudre Fire Authority and 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. RESIDENTIAL AUTOMATIC FIRE SPRINKLERS
IFC 903.2.7: An automatic sprinkler system installed in occupancies in accordance with Section 903.3 shall be provided throughout all buildings with a Group R (Residential) fire area. Single family residences are not

typically required to have sprinkler systems however, as of August 1, 2014 the IRC requires duplexes, triplexes, etc. to have residential fire sprinkler systems. Please contact the building department for further information.

3. 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: 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.

4. PREMISE IDENTIFICATION

IFC 505.1: New and existing buildings shall be plainly identified. Address numbers shall be visible from the street fronting the property, plainly visible, and posted with a minimum of six-inch numerals on a contrasting background.

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 native grasslands). However, as there is an intervening parcel between these features and this property, and the standard buffer (50-100' from the edge of the resource) would not extend to this project's parcel, the ECS is waived for this site.

However, please consider the use of native plants and grasses to compliment the natural feature, in accordance with Article 3.2.1 (E)(2)(3) of the Land Use Code.

2. With respect to landscaping and design, the City of Fort Collins Land Use Code, in Article 3.2.1 (E)(2)(3), requires that you use native plants and grasses in your landscaping or re landscaping and reduce bluegrass lawns as much as possible.
3. Please be aware, the creation or enforcement of covenants that prohibit or limit xeriscape or drought-tolerant landscapes, or that require primarily turf-grass are prohibited by both the State of Colorado and the City of Fort Collins.

Department: Engineering Development Review

Contact: 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 current Larimer County Urban Area Street Standards (LCUASS). They are available online at:
<http://www.larimer.org/engineering/GMARdStds/UrbanSt.htm>
6. The existing plan set is expired and a new utility plan set will need to be provided for review. If the proposal you wish to do fits with the existing plat that is fine. Changes to easements and lots can be done by replating, but if you wish to change street layout in a way that would require the vacation of existing right-of-way we will need to review this and take an ordinance to City Council for their consideration. This would not be taken to Council until after the project has gone to hearing. Council actions take two readings and can take a bit of time to process.
7. As platted the streets will need to be designed with vertical curb and gutter and all driveway locations identified and defined on the street plan and profile sheets so that the driveways are built with the road improvements. If you would wish to utilize roll curb and gutter where you will have some flexibility in driveway placement this is possible, but additional right-of-way will need to be dedicated to accommodate this.
8. It doesn't look like the cul-de-sac dimensions meet current standards. Requirements are for a 50 foot radius to flowline.
9. This project is responsible for dedicating any right-of-way and easements that are necessary for this project.
10. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
11. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
12. If pervious pavers are required within the private drive a storm line that collects this drainage will need to be provided. All storm drainage crossings of the public streets need to meet minimum cover requirements.

Department: Electric Engineering

Contact: Jim Spaulding, 970-416-2772, jspaulding@fcgov.com

1. Light & Power will install one service to each building.
2. Location of metering will be determined by Light & Power.
3. Please provide an AutoCad (v. 2007, 2010, or 2013) drawing of site/utility plan to CJ Housley (cjhousley@fcgov.com) with electric utility project manager cc'd in email.
4. Streetlight locations will need to be coordinated with Light & Power Engineering. A minimum clearance of 40 ft between large shade canopies and streetlight or 15 ft between ornamental tree and streetlight is required.
5. If a pad mounted transformer is installed to feed new service, clearance requirements will need to be considered during the design and construction phases.
6. Please contact Electrical Engineering at 221-6700 if you have any questions.

Planning Services

Contact: Pete Wray, 970-221-6754, pwray@fcgov.com

1. The re-submittal of this project will need to comply with applicable LUC standards of Article 3, General Development Standards, and Article 4, Low Density Mixed-Use Neighborhoods standards as updated since 2002.
2. The proposed project will need to comply with the updated Streetscape Design Standards, in particular for street landscaping requirements.
3. Consider providing additional model variety and architectural design articulation with housing types selected including single-family attached, two-family, or multi-family units.
4. 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.
5. 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.
6. 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>.
7. 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.
8. Please see the Submittal Requirements and Checklist at:
<http://www.fcgov.com/developmentreview/applications.php>.
9. 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.
10. 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.

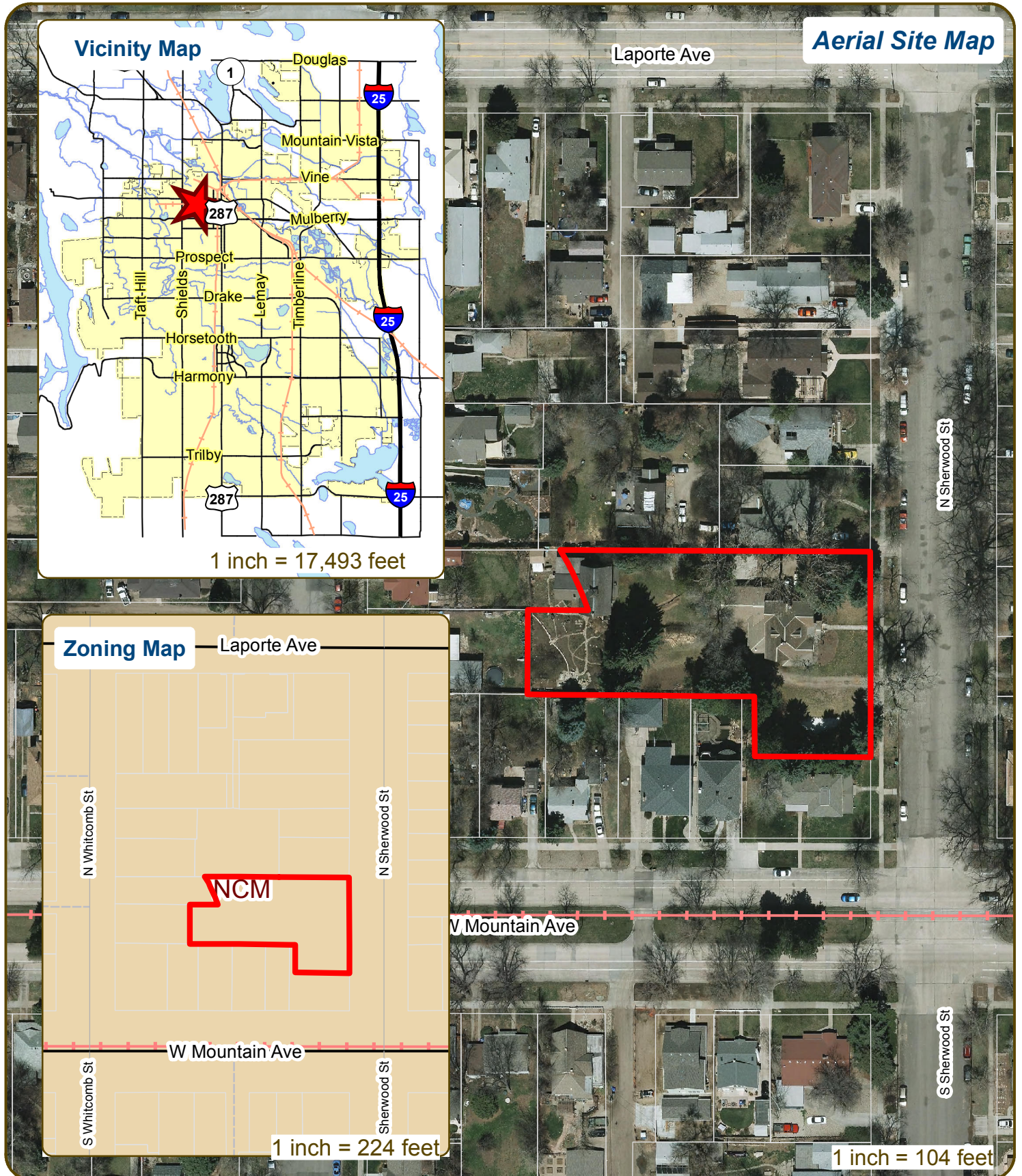
City of Fort Collins

Building Services

Plan Review

416-2341

113 N Sherwood St. Carriage House



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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 not need to be finalized or professionally presented. However, a sketch plan and this application must be submitted to Staff prior to the Conceptual Review meeting. The more information you are able to provide, the better feedback you 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 minute 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, 1 Tuesday 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, Neighborhood Services (Zoning, Current Planning, and Development Review Engineering), Light and Power, Stormwater/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) _____

Randy Everett, Owner

Business Name (if applicable) _____

Your Mailing Address 113 N. Sherwood St Fort Collins 80521

Phone Number 970-214-2395 **Email Address** brazy@everett1.us

Site Address or Description (parcel # if no address) 113 N. Sherwood St

Description of Proposal (attach additional sheets if necessary) - Attachments separate.

Complete Historic Restoration of the Original Boughton Carriage House into a habitable dwelling as a single or multidwelling unit.

Proposed Use Family Dwelling **Existing Use** Wood Shop, Meeting Rooms, Storage

Total Building Square Footage 2,670 **S.F. Number of Stories** 2 **Lot Dimensions** 165' x 273'

Age of any Existing Structures Main House 1895, Carriage House 1900 = age 114 yrs

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

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

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

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

Increase in Impervious Area 290 sq ft Carriage House ; 465 sq ft cellar/garage 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?

Conceptual Review Members:

**Re: Improvement and Phase 3 Historic Restoration of National Historic Building at
113 N. Sherwood St, owned by Randy & Ruth Ann Everett since 1990**

Applicants: Represented by Randy Everett, owner

Review date scheduled: July 28, 2014.

Background:

The property for which I am proposing improvements is fairly well known and is historic in Fort Collins. The house was built in 1895 by Jay H. Bouton, first lawyer, first municipal judge, first district judge, and first School Board President in Fort Collins, on lot 2 of Blk 61 Fort Collins. The barn (actual carriage house) was built separately and subsequently on the east portion of lot 9 Blk 61 due west from the main house, but separated by the alley onto which the barn opened in *circa* 1900 with photographic confirmation in 1905. Subsequently, the north 50 feet of the East 100 feet of lot 1, Blk 61 was obtained. These three separate lots appear to have been considered at some point in time as one lot by the county tax assessor because of a common ownership and a single nominal address.

Col. Hartshorn bought the property in *circa* 1930 and actively used the carriage house for his horses and carriages. I do not know when the alley was vacated between lots 1 and 10, 2 and 9, 3 and 8, but at some time before the property passed to J. Golden Taylor in 1964, the north driveway (for which there has always been a shared curb cut driveway with lot 3) has been in continuous use as the access to the rear portion of the property. The south driveway is used as the main drive to the garage added onto the back of the house just after World War II.

J. Golden Taylor owned the house and barn from 1964. The house and barn were each given National Historic landmark status in 1978. Professor Taylor died in 1982 leaving the home to his widow, Ethel Taylor. She sold the house to us in 1990. In 1992 we did a restoration of the house and barn under oversight of the Colorado State Historical Society. The barn at the time was in very bad disrepair and was on the verge of collapse. It was structurally made secure. In 1996 we did a second restoration of just the barn which involved new electrical service and wiring, insulation and dressing out of the upper floor and new stair well. The barn has always had water and sewer.

Objective:

Our objective is to finish the restoration to the barn, converting it into a family dwelling that can be owned on its own lot, as our downsized retirement home that includes my wife's gardening efforts of 24 years.

If, working with Fort Collins City planning and zoning, we can divide the current property back into its original three lots (with the caveat of continuing the frontage and access along the north boundary of lot 2 to the lot 9 parcel, we would like to proceed. According to my calculations and experience, it does not appear that there would be a return on investing in a final restoration of the barn as a rentable dwelling. Three years ago we put our entire property on the market with a lowest listed price of \$1,070,000, and after more than 60 showings, we did not receive a single offer. Subsequent evaluation of that experience suggests that the barn and lot size are a negative as a labor and maintenance burdensome feature of an otherwise beautiful historic home. The size of the

house and the lot vis-à-vis other surrounding houses and lot sizes put a ceiling on the price of this desirable house in this particular urban neighborhood, however popular. We already know we will never recoup our investment in restoring these historic buildings. Without the incentive of ownership and because of the price ceiling problem, the pool of willing buyers likely to be interested in maintaining the barn or further restoring it, is likely to be quite small if existent at all. The barn would likely fall into disrepair again.

Plan:

Divide the current property of 0.82 acres \approx 36,000 sf back into 3 original lots side by side as shown on the attached plat.

People currently interested in living in old town are typically interested in older looking homes or styles and in historic preservation but only up to a certain level of financial and personal labor costs. Having already heavily invested in the property with a proven interest in historic preservation and wanting to downsize, we desire to use our property by making the barn into a single family dwelling on its own separate lot.

We propose creating three side by side lots out of the current lot which we believe to be the largest residential lot in our zoning neighborhood and possibly in the entire old town area. The lot contains 0.82 acres, 36,000 sq ft, with 165 ft. of frontage on Sherwood St. and a depth of 270 ft.

Parcel 1 would be an L shaped lot with a 35 ft of frontage (can be 40') extending back to the east line of the vacated alley where it would widen to the full width of lot 9 moving westward to include the 20 ft of the vacated alley and the east 60 ft of lot 9. See plat. The current cellar would be increased in size maintaining its north and east line growing south and west to become a seven foot deep cellar covered by a two car garage. The new cellar/garage and the 23 ft of current and continued off street parking in front of it would overlap side to side with the Main house garage thus confirming this to be a side by side, not front to back division. The total square footage of parcel 1 would be \approx 15,000 sq ft with an average width of 55.5 ft ($15,000/270 = 55.5$). Parcel 1 would grant Parcel 2 (main house) utility and a drive across easement of the eastern most 120 ft. of Parcel 1. This driveway is not necessary to the enjoyment of Parcel 2, as the main driveway of the house is on the south, but it would be a convenience.

Parcel 2 would contain the main house with dimensions 80 ft of frontage on Sherwood St. by 190 ft deep for \approx 15,000 sq ft still a significant sized lot with just one building.

Parcel 3 would be the 5,000 sq ft lot constituting the east 100 ft of the North 50 ft of Lot 1 Block 61. This would include the South 50 ft of Sherwood St frontage of the current lot. I arranged to purchase the western most 400 sq ft (8'x50') of proposed Parcel 2.

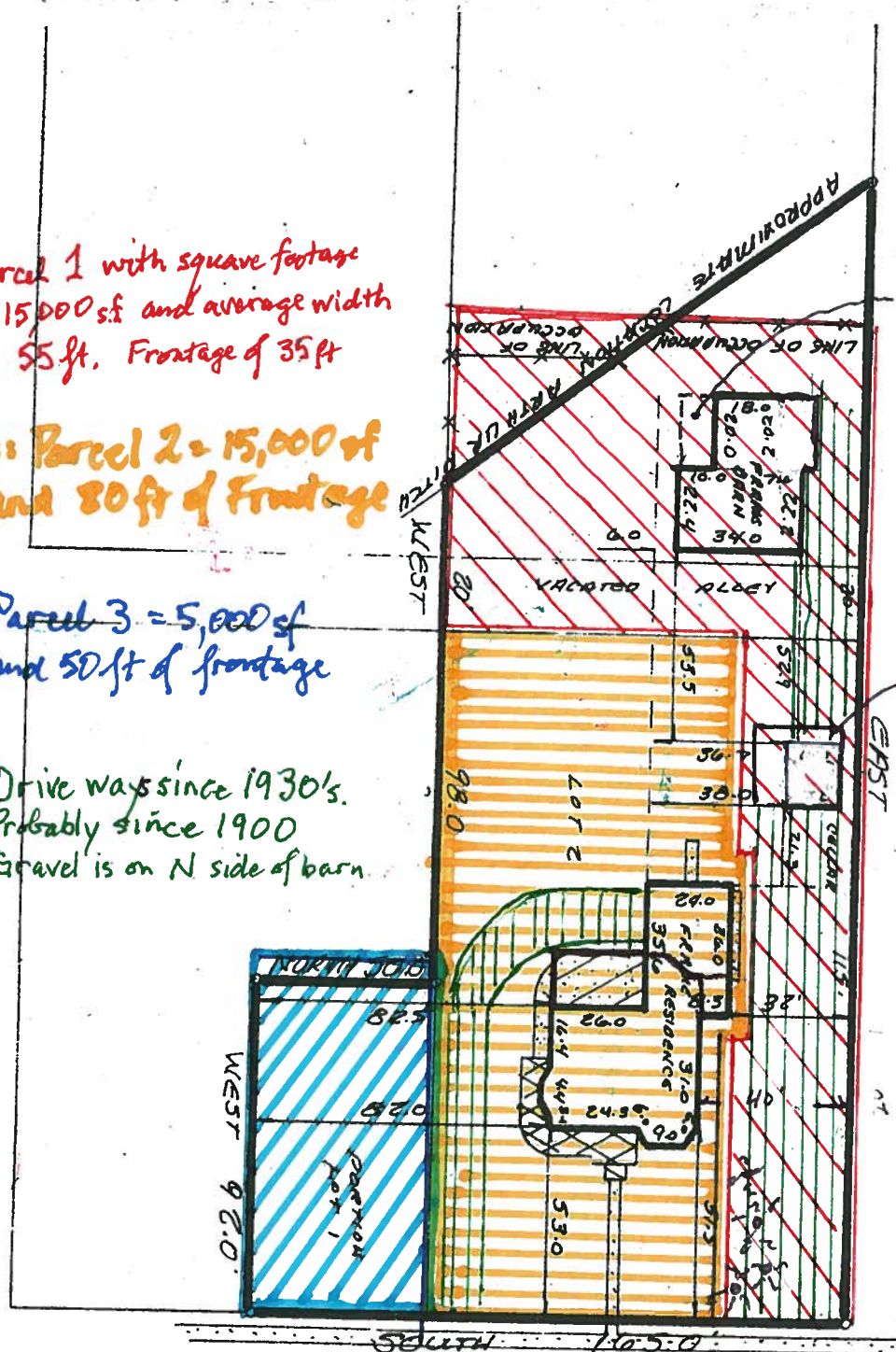
We have initial plans drawn for turning the barn into a single family dwelling following the Secretary of Interior Guidelines for Historic Restorations, and have reviewed these with staff from the City's Historic Preservation office.

Red = Parcel 1 with square footage of 15,000 sf and average width of 55 ft. Frontage of 35 ft

Orange: Parcel 2 = 15,000 sf and 80 ft of Frontage

Blue = Parcel 3 = 5,000 sf and 50 ft of frontage

Green = Drive ways since 1930's. Probably since 1900
Gravel is on N side of barn



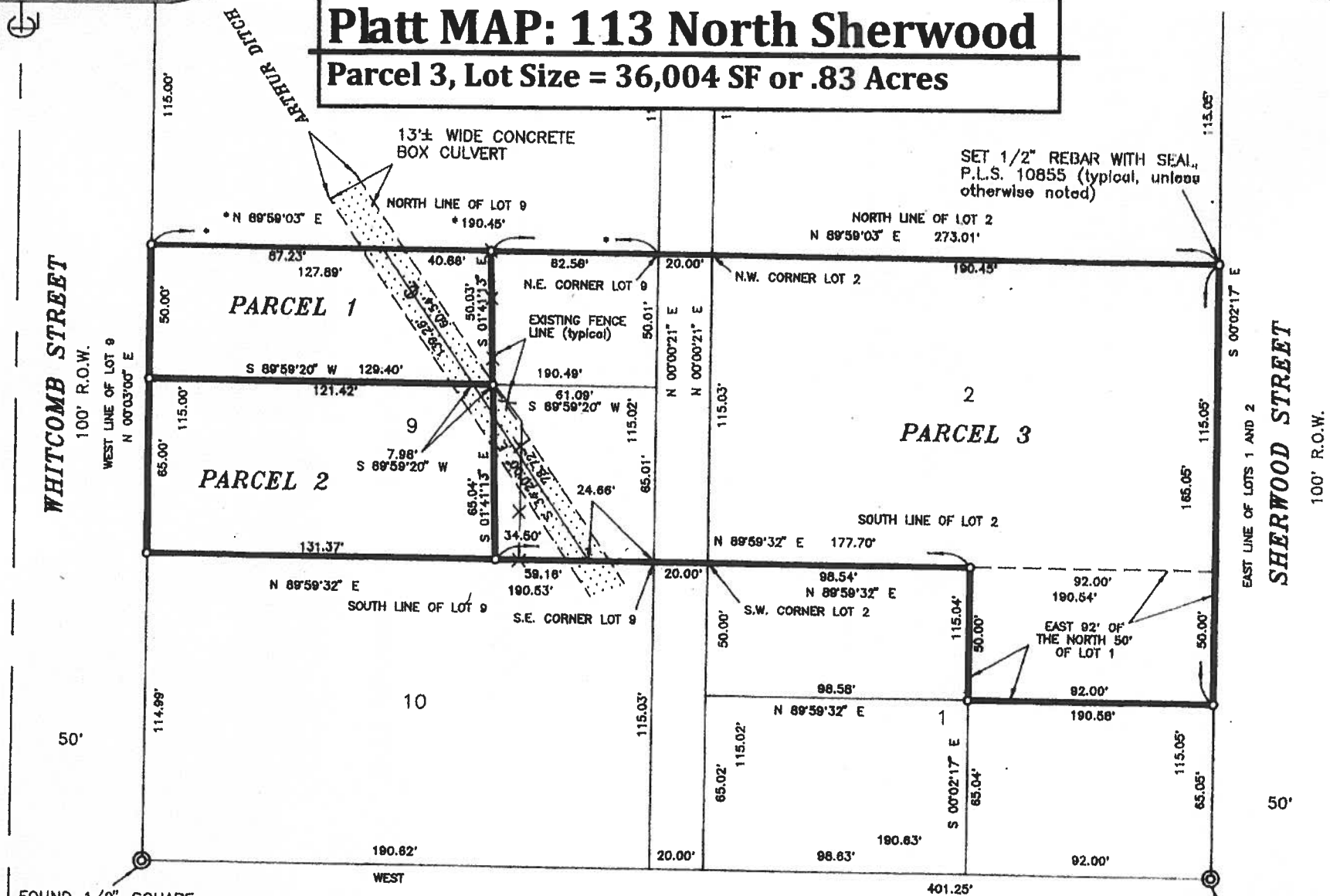
Proposed addition of Green house,

Proposed Enlargement of Existing Cellar into 2 car garage with cellar

Curbs cuts North + South always extant.
NORTH SHERWOOD STREET
100' R.O.W.
ASPHALT SURFACE

Platt MAP: 113 North Sherwood

Parcel 3, Lot Size = 36,004 SF or .83 Acres



FOUND 1/2" SQUARE
STEEL ROD AT S.W.
CORNER OF BLOCK 61

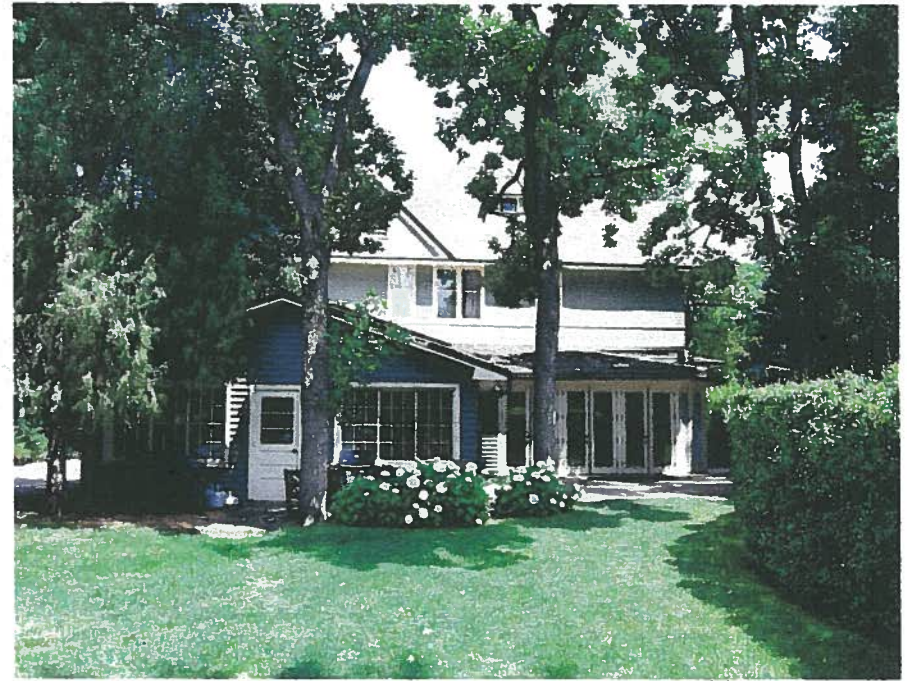
MOUNTAIN AVENUE
140' R.O.W.

Randy Everett
113 N. Sherwood St
1992 Boundary Line
adjustment on west
to resolve discrepancies
with fence + Arthur's ditch

FOUND 1/2" SQUARE
STEEL ROD AT S.E.
CORNER OF BLOCK 61



Main House East Elevation Lot 2 Blk 61



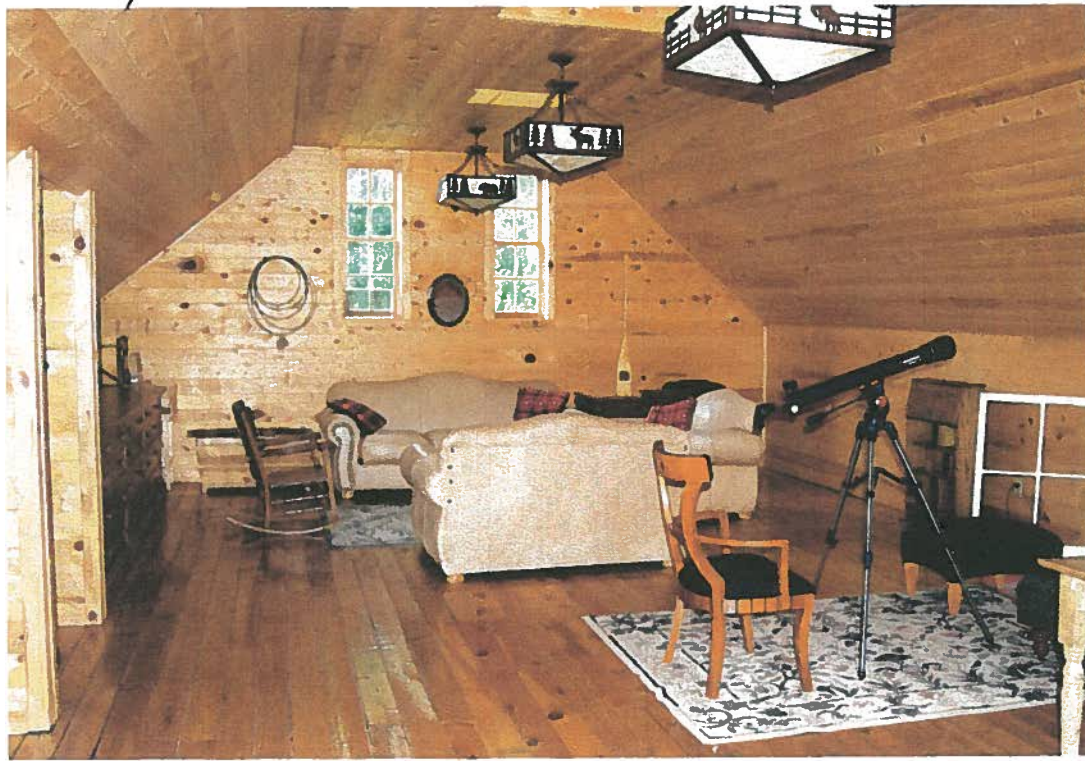
Main House West Elevation Lot 2 Blk 61

Main House North Elevation Lot 2 Blk 61



Main House South Elevation Lot 2 Blk 61





← Upper Floor, Barn Phase 2 of Barn Nat'l Historic
 Sldg Preservation Making the upstairs + stairwell
 habitable space and new electrical service and
 wiring throughout with heat upstairs all building
 inspected.

Lower Floor Barn.
 Currently used as a wood shop,
 garden area and storage.





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Choose a home with history

113 N. Sherwood Street, Fort Collins

Built in 1895 for Judge Jay Boughton. National Historic Register. Library/living room, bonus rooms and sun porch. Three levels and 60% finished basement. Kitchen remodel in 2008 with cherry cabinets, hutch, arches, and bead board ceilings. Wood and hardware restored. Electric, boiler and roof newer. Library/dining room with fireplaces. High ceilings, base and crown mouldings. 0.83 of an acre. Carriage with original barn/hay storage lower part a shop and upstairs finished with original wood floors. Summer cellar/park like yard! 113sherwood.thegroupinc.com

PRICE: \$1,200,000
BED/BATH: 5/4
SQ. FT. 4,762
MLS#: 656782



CONTACT:
Joanne DéLeon 691.2501
jdeleon@thegroupinc.com



August 06, 2014

Randy Everett
113 N Sherwood St.
Fort Collins, CO 80521

Re: 113 N Sherwood - Subdivision

Description of project: This is a request to subdivide the historic single family residential property at 113 N. Sherwood St. (Parcel #9711409001) into three lots. The existing house would remain on one of the lots. The existing accessory building would remain on one of the lots and be converted to a single family dwelling. The third parcel could be developed in accordance with zoning. The zone district is Neighborhood Conservation, Medium Density (NCM). This project will be subject to Administrative (Type I) review.

Please see the following summary of comments regarding the project request referenced above. The comments offered informally by staff during the Conceptual Review will assist you in preparing the detailed components of the project application. Modifications and additions to these comments may be made at the time of formal review of this project. If you have any questions regarding these comments or the next steps in the review process, you may contact the individual commenter or direct your questions through the Project Planner, Clark Mapes, at 970-221-6225 or cmapes@fcgov.com.

Comment Summary:

Department: Zoning

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

1. Staff understands that non-regulated land transfer has occurred with a survey plat recorded with Larimer County. A replat of the property is required.
2. The footprint of the proposed carriage house appears to be 1121.6 s.f. and the upper room(s) square footage will count towards the maximum floor area. As this would be a detached single family dwelling on its own lot it would not be considered a "carriage house". However, as it sits behind the front house on its own lot a modification would be required as the proposed dwelling would exceed 1000 s.f. which is the max. allowed in this case.
3. With this layout on the proposed parcel 1, the detached accessory garage conversion proposed places this in front of the principal building which standards do not permit. A Modification of the Land Use Code standard 4.8(f)(1)(c) would be required.
4. As best as I can tell the proposed garage would sit in the front half (7500 s.f.) of the lot and the proposed single family dwelling sits in the rear half (7500 s.f.). The overall Floor Area Ratio (FAR) and bonus for the accessory garage allows you to have up to 5,500 s.f. of floor area on the lot which the project is considerably below. The rear FAR allows up to 2,475 s.f. for which the proposed dwelling is far less than that. So the FAR requirements are met.

5. Lot divisions cannot create a non-compliance. Depending on the height of the house on parcel 2 along it's north property line a 5' setback along that side may have to be increased. A 5' sideyard setback may be permitted as long as the wall height along that side is no greater than 18'. One foot of add'l setback would be required for every two feet of wall height which exceeds 18'. The lot line may have to be set further to the north because of this requirement.
6. The proposal suggests that the proposed 35' lot frontage of Parcel 2 could be increased to 40' as required by zoning. If it remains at 35', then a Modification of the standard would be required. It appears that increasing the width to 40' would create an awkward relationship of the lot to the existing house as well as an odd lot shape. The tradeoffs of these two options would warrant further consideration following the meeting.

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 4-inch water main and an 8-inch sewer in Sherwood. Sewer exists only on the north 1/3 of the property.
2. There is currently only one ¾-inch water service extending to the property.
3. In order for the property to be subdivided, the proposed north lot (Parcel 1) where the barn is located must have separate water and sewer services connecting to the City mains in Sherwood. City records list only one dwelling on the current property; therefore, development fees and water rights will be due when the barn is converted to a dwelling unit.
4. If it is intended that the proposed south lot (Parcel 3) will be a buildable lot, separate water and sewer services will also be required for that lot prior to construction of a house. The water service can connect to the water main adjacent to the lot; however, sewer service will be more challenging as there is no sewer main in Sherwood across this lot frontage.
5. Development fees and water rights will be due at time of building permits on the newly created lots.

Department: Traffic Operations

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

1. No comments from traffic operations or transportation planning.

Department: Stormwater Engineering

Contact: Wes Lamarque, 970-416-2418, wlamarque@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. In the Old Town drainage basin a drainage and erosion control report and construction plans are required if there is an increase in impervious area greater than 5,000 square feet in an existing development. 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 5,000 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 5,000 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 being added to an existing developed site onsite detention is only required if there is an increase in impervious area greater than 5000 square feet. If it is greater, onsite detention is required with a 2 year historic release rate for water quantity.
4. Water quality treatment is also required as described in the Fort Collins Stormwater Criteria Manual. Extended detention is the usual method selected for water quality treatment; however the use of any of the BMPs is encouraged.
(<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guidelines-regulations/stormwater-criteria>) In this case disconnection of impervious areas and directing the down spouts into landscaped areas are two acceptable methods.
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 Old Town Master Drainage Plan as well the Fort Collins Stormwater Manual.
7. Arthur Irrigation Company has a 4' x 15' concrete irrigation box which crosses this address near the rear property line. Any structure planned for this property must be set back a minimum of 20 feet from the outside edge of the box. Vehicular traffic is not permitted on the box, and any utility crossing must be preceded by an approved crossing agreement between the Arthur Irrigation Company and the property owner. Mark Taylor, 970.416.2494, is currently the President of Arthur Irrigation Company and the applicant should feel free to contact him to discuss these comments.

Department: Historical Preservation

Contact: Josh Weinberg, 970-221-6206, jweinberg@fcgov.com

1. The barn proposed to be altered is more than 50 years old. Its alteration will need to go through the demolition/alteration review process (City Code Section 14-72). The first step in this is a current determination of eligibility, which, when once made, will be good for 5 years. Staff will need to receive good quality, current photographs of all sides of each structure, and a signed owner's consent form, in order to proceed with the determination of eligibility. The determination of eligibility may be appealed by any citizen to the Landmark Preservation Commission.
2. The eligibility of a property for landmark designation does not, in any way, designate the property as a Landmark; it does define which of the various City review processes the development application would be reviewed under.
3. Since the property is already designated on the National Register of Historic Places, it is also likely eligible for designation as a Fort Collins Landmark. If the property is found to be individually eligible for Landmark designation, then the project would be reviewed for compliance with LUC Section 3.4.7. Section 3.4.7. is intended to ensure that, to the maximum extent feasible: (1) historic sites, structures or objects are preserved and incorporated into the proposed development and any undertaking that may potentially alter

the characteristics of the historic property is done in a way that does not adversely affect the integrity of the historic property; and (2) new construction is designed to respect the historic character of the site and any historic properties in the surrounding neighborhood.

4. Properties that become designated as Fort Collins Landmarks qualify for financial incentives, for both interior and exterior work. These include \$15,000 Historic Structure Assessment grants, State Historic Fund grants of \$300,000 and more, both 20% State and 20% Federal Tax Credits, and City no interest loans of up to \$7,500 each year. Please contact Josh Weinberg at jweinberg@fcgov.com for more information.

Department: Fire Authority

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

1. PREMISE IDENTIFICATION

IFC 505.1: New and existing buildings shall be plainly identified. Address numbers shall be visible from the street fronting the property, plainly visible, and posted with a minimum of six-inch numerals on a contrasting background. The proposed property divisions shall be addressed separately. The residential unit on proposed Parcel 1 is specifically problematic. Due to the setback distance and line of sight difficulties, the address for this property shall be posted ON the structure AND at Sherwood Street by means of approved signage.

2. 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. Proposed Parcel 1 will not meet access requirements without dedicating a fire lane on the property however that does not appear feasible. 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. As the residence is out of fire access, it will require a fire sprinkler system to be installed.

3. WATER SUPPLY

IFC 508.1: Hydrant spacing and flow must meet minimum requirements based on type of occupancy. Within the Urban Growth Area, residential hydrants are required to provide 1,000 gpm at 20 psi residual pressure, spaced not further than 400 feet to the building. Further information is required to determine if the proposed residence on Parcel 1 meets current code requirements. Any variance to the fire code requires approval of the fire marshal and discussion is recommended.

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. If any of the trees within this site have a DBH of greater than six inches, a review of the trees shall be conducted with Tim Buchanan, City Forester (221 6361) to determine the status of the existing trees and any mitigation requirements that could result from the proposed development.

Department: Engineering Development Review

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

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 existing driveways that will no longer be used will need to be removed and the curb, gutter and sidewalk reconstructed to standards. Any new driveways to be installed will need to be designed and installed to standards.
5. 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.
6. 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>
7. This project is responsible for dedicating any right-of-way and easements that are necessary for this project.
8. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
9. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
10. A modification to the LUC would be needed for what was identified as buildings 1, 2, and 3 on the original plan if these are proposed to be platted on double frontage lots.

Department: Electric Engineering

Contact: Jim Spaulding, 970-416-2772, jspaulding@fcgov.com

1. Light & Power will apply normal development charges to lot 1 (area in blue) and lot 3 (area in red) excluding lot 2 (area in orange) however, system modification charges may apply to lot 2.
2. Easements between lots may be necessary to provide an area for electric utility services.
3. Light & Power requires a Commercial Service (C-1) form specifying main panel(s) size(s) and an electrical one-line diagram of building service(s).
4. Please provide a site/utility plan to Light & Power electric utility project manager and an AutoCad (v. 2007, 2010, or 2013) drawing of site/utility plan to CJ Housely (cjhousley@fcgov.com) with electric utility project manager cc'd in email.
5. Please contact Electrical Engineering at 221-6700 if you have any questions.

Planning Services

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

1. A Project Development Plan is required, consisting of a replat and site plan for three single family detached lots.
2. 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.
3. 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.
4. 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>.
5. 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.
6. Please see the Submittal Requirements and Checklist at:
<http://www.fcgov.com/developmentreview/applications.php>.
7. 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.
8. When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.