

Conceptual Review Agenda

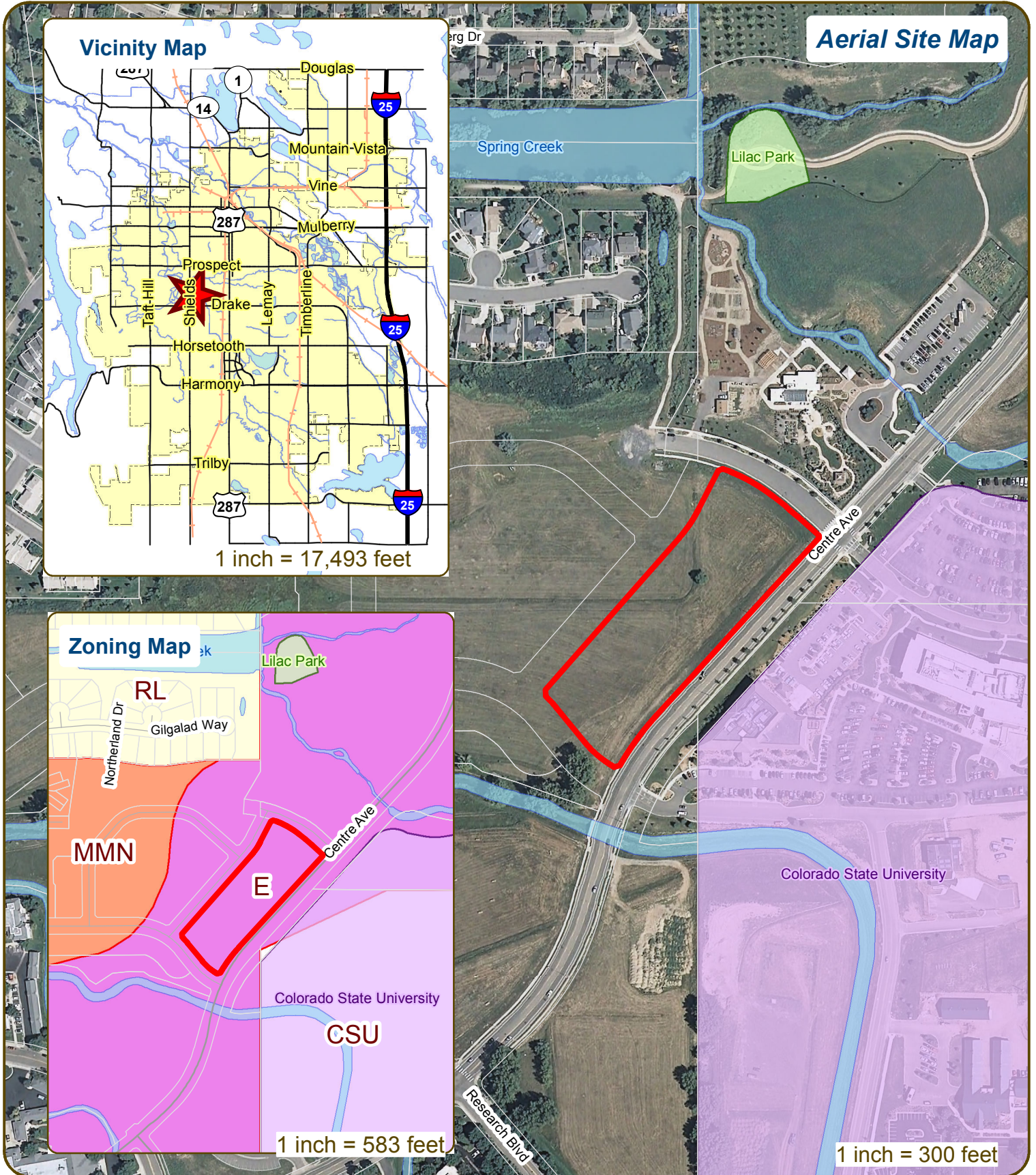
Schedule for 08/26/13 to 08/26/13

281 Conference Room A

Monday, August 26, 2013

Time	Project Name	Applicant Info	Project Description	Planner
9:30	2060 Perennial Ln - Child Care Center	Cathy Mathis 970-532-5891 cathy@tbggroup.us	This is a request to subdivide land and construct a child care center located at 2060 Perennial Lane / Tract A of the Plat of The Grove at Fort Collins (Parcel# 97233-80-901). Tract A would be subdivided into two 1.9 acre lots. A 9,000 square foot child care center, parking and play yards would be constructed on the northern lot. The site is located in the Employment (E) Zone District. Child care centers are subject to Administrative (Type 1) review in the Employment zone district.	Courtney Levingston

2060 Perennial Lane (Tract A, The Grove) Day Care Center



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CONCEPTUAL REVIEW:
APPLICATION

General Information

All proposed development projects begin with Conceptual Review. Anyone with a development idea can schedule a Conceptual Review meeting to get feedback on prospective development ideas. At this stage, the development idea does not need to be finalized or professionally presented. However, a sketch plan and this application must be submitted to City Staff prior to the Conceptual Review meeting. The more information you are able to provide, the better feedback you are likely to get from the meeting. **Please be aware that any information submitted may be considered a public record, available for review by anyone who requests it, including the media.**

Conceptual Reviews are scheduled on three Monday mornings per month on a “first come, first served” basis. One 45 meeting is allocated per applicant and only three conceptual reviews are done each Monday morning. Conceptual Review is a free service. **Complete applications and sketch plans must be submitted to City Staff no later than 5 pm, two Tuesdays prior to the meeting date.** Application materials must be e-mailed to currentplanning@fcgov.com. If you do not have access to e-mail, other accommodations can be made upon request.

At Conceptual Review, you will meet with Staff from a number of City departments, such as Community Development and Neighborhood Services (Zoning, Current Planning, and Development Review Engineering), Light and Power, Stormwater, Water/Waste Water, Advance Planning (Long Range Planning and Transportation Planning) and Poudre Fire Authority. Comments are offered by staff to assist you in preparing the detailed components of the project application. There is no approval or denial of development proposals associated with Conceptual Review. At the meeting you will be presented with a letter from staff, summarizing comments on your proposal.

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

Contact Name(s) and Role(s) (Please identify whether Consultant or Owner, etc) Cathy Mathis - The Birdsall Group, Planning consultant, Nick Haws - Northern Engineering, Civil Engineering consultant, Bo Brown - CSURF Real Estate Office, Mary Hamilton - Sunshine House

Business Name (if applicable) The Birdsall Group

Your Mailing Address 444 Mountain Avenue, Berthoud CO 80513

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

Site Address or Description (parcel # if no address) Tract A of The Plat of The Grove At Fort Collins, southwest corner of Centre Avenue and Rolland Moore Drive

Description of Proposal (attach additional sheets if necessary) Proposal is to subdivide Tract A into two 1.9-acre lots. The north lot would contain a proposed 9,000 sq. ft. day care center with associated parking and play yards

Proposed Use Day Care Facility **Existing Use** Temporary sales office for The Grove

Total Building Square Footage 9,000 +/- **S.F. Number of Stories** 1 **Lot Dimensions** 1.9 acres

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)

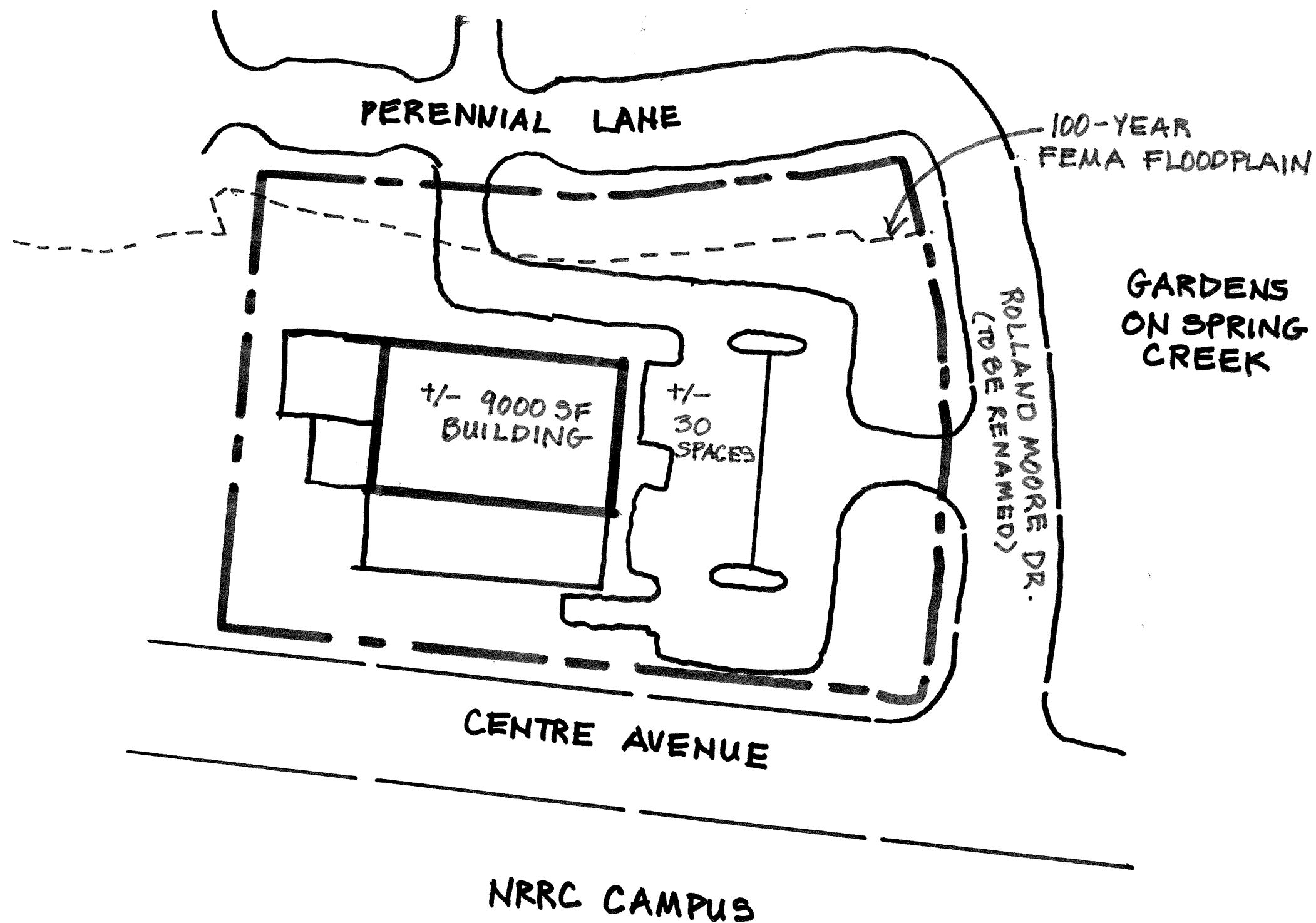
Suggested items for the Sketch Plan:

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?

CSURF TRACT A PROPOSED DAYCARE

1" = 60'  North +/- 1.9 AC.

THE GROVE





August 30, 2013

Cathy Mathis
The Birdsall Group
444 Mountain Ave
Berthoud, CO 80513

Re: 2060 Perennial Ln - Child Care Center

Description of project: This is a request to subdivide land and construct a child care center located at 2060 Perennial Lane / Tract A of the Plat of The Grove at Fort Collins (Parcel# 97233-80-901). Tract A would be subdivided into two 1.9 acre lots. A 9,000 square foot child care center, parking and play yards would be constructed on the northern lot. The site is located in the Employment (E) Zone District. Child care centers are subject to Administrative (Type 1) review in the Employment 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, Courtney Levingston, at 970-416-2283 or clevingston@fcgov.com.

Comment Summary:

Department: Zoning

Contact: Ali van Deutekom, , avandeutekom@fcgov.com

1. Land Use Code (LUC) section 3.2.2(K)(1)(h) Child Care Centers have a minimum parking requirement based on the number of employees or square feet of floor area. Please provide the number of staff.

LUC 3.2.2(K)(5) Handicap parking spaces are required in numbers per this section.

2. LUC 3.2.2(L) Table A and B
Standard 90 degree parking stall is 19'x 9'
Two-way drive aisle is a minimum of 24' in width
3. LUC 3.2.2(C)(b) Child care centers have a minimum bicycle parking requirement based on the square footage of 1/3,000 SQFT, minimum of 4 spaces, all of these spaces could be fixed bicycle racks.
4. LUC 3.2.1 A landscape plan is required which includes but is not limited to street trees (see section for further details)
5. LUC 3.2.1(E)(5) A minimum of 6% of the interior space of all parking lots is required to be landscaped. Please show the calculations on how this is being met.

6. LUC 3.2.1(E)(4) Parking lot Perimeter landscaping is required (these areas are not part of the interior landscaping).
7. LUC 3.2.4 A lighting plan is required that includes a photometric site plan and catalog cut-sheets.
8. LUC 3.5.3 These building design and location standards do apply. Please note that this means the building should be built to the street corner of this corner lot unless you can show compliance with one of the exceptions.
9. LUC 3.2.5 All development, to the extent reasonably feasible, shall provide adequately sized conveniently located, accessible trash and recycling enclosures located on a concrete pad.
10. LUC 3.8.4(A) See this section to determine the maximum allowed capacity for the center. The submitted plan must show the calculations and dimensions of the outdoor play area.
11. LUC 4.27(B) A child care center in the E zone requires a Type I review and public hearing.
12. LUC 4.27(D)(2) A Child care center in the E zone is classified as a secondary use. Secondary uses cannot exceed 25% of the area of the development plan, which in this case is the Amended CSURF Centre for Advanced Technology Overall Development Plan (ODP). A number of secondary uses already exist in the E zoned portion of the ODP, so the applicant will need to provide calculations showing compliance.

Department: Water-Wastewater Engineering

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

1. Existing water mains and sanitary sewers in this area include a 12-inch water main and 18-inch sewer in Centre Avenue, an 8-inch water main in the original Rolland Moore Drive to the east, an 8-inch water main and an 8-inch sewer in Perennial Lane and a 12-inch sewer in a N/S alignment extending onto the site from the intersection of Perennial and Rolland More.
2. There are temporary water and sewer taps on the site for The Grove leasing trailers. Development fees and water rights have NOT been paid for these temporary taps. If not used, these services must be abandoned at the mains.
3. The 12-inch sewer extending onto the site may be in conflict with the building; therefore, some modification of the sewer will likely be needed. This sewer could potentially provide sewer to the other portion of Tract A.
4. The water conservation standards for landscape and irrigation will apply. Information on these requirements can be found at: <http://www.fcgov.com/standards>
5. Development fees and water rights will be due at building permit.
6. If a commercial kitchen is included in the project, a grease interceptor will be required.

Department: Transportation Planning

Contact: Courtney Levingston, 970-416-2283, clevingston@fcgov.com

1. Please coordinate the bus stop details with Emma McArdle in Transfort as well as Ward Stanford and Joe Olson in Traffic.

Department: Transfort

Contact: Emma McArdle, 970-224-6197, emcardle@fcgov.com

1. According to LUC section 3.6.5, development shall accomodate existing and proposed transit service. Transfort has one route currently serving Centre Avenue and we have an inaccessible bus stop located on Centre across from this site. As properties develop we require bus stops be upgraded to meet our standards. To comply with these standards please provide an 8' deep by 20' wide concrete pad behind the existing sidewalk with a 5' wide connection to the existing sidewalk also provided through the existing parkway. This should be approximately 50' south of the intersection and needs to be located either within ROW or in a Transit Easement. I am happy to assist in exact location and size to fit into your development plans. Please contact me for more information.

Department: Stormwater Engineering

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

1. Floodplain Comments:
A small portion of this lot is located in the Spring Creek FEMA-regulatory 100-year flood fringe, and any development within the floodplain must satisfy the standards of Chapter 10 of City Code. A FEMA Flood Risk Map is attached.
2. According to the site plan included with this submittal, the proposed building will not be located in the floodplain; however the access to the site will be in the 100-year floodplain. Since critical use facilities (group homes, residential care facilities, congregate care facilities, daycare facilities, etc.) are not allowed in any portion of the 100-year floodplain, it is imperative that all parts of the proposed building remain out of the floodplain. Although dry access is not required, it is strongly encouraged. At a minimum, an emergency exit onto Centre Avenue or the street to the north will be required. Furthermore, At-Risk population Critical Facilities (daycares) are also prohibited from the 500-year floodplain. Currently, there is not a 500-year floodplain mapped for Spring Creek. However, legislation passed by Congress last year requires a 500-year floodplain to be mapped in the future. It is highly likely that more of the site will be mapped into the 500-year floodplain in the future. Any existing critical facility newly mapped into the floodplain would be considered to be non-conforming at that time. This would mean that the facility could not be expanded to accommodate additional children. We would recommend locating on the subdivided parcel to the south to avoid the critical facility issues with the 100-year floodplain and future 500-year floodplain and to minimize the life-safety risk associated with having a daycare in or near the floodplain.
3. Any and all construction activities in the 100-year flood fringe , including by not limited to fencing, filling, grading, paving, excavation, or storage of equipment or materials, must be preceded by a Floodplain Use Permit, \$25 fee, and approved plans. The permit form can be obtained at <http://www.fcgov.com/utilities/what-we-do/stormwater/flooding/forms-documents>.
4. Development review checklists for floodplain requirements can be obtained at <http://www.fcgov.com/utilities/what-we-do/stormwater/flooding/forms-documents>. Please utilize these documents when preparing your plans for submittal. You can contact Shane Boyle of Stormwater Master Planning at sboyle@fcgov.com for floodplain CAD line work, as required per the floodplain development review check list.
5. The Floodplain Administrator for the Spring Creek Basin is Brian Varrella; 970.416.2217, bvarrella@fcgov.com. Please contact Brian or Mark Taylor, 970.416.2494, mtaylor@fcgov.com with any questions or comments.

6. Stormwater Development Review comments:
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.
7. Onsite detention is required for the runoff volume difference between the 100 year developed inflow rate and the 2 year historic release rate. This site may have been included in the analysis that was done for the Grove where the design engineer proved that no onsite detention is needed. Please verify and document in the drainage report.
8. 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.
9. Low Impact Development (LID) requirements went into effect March 11, 2013. 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>.
10. The drainage outfall for the site is the same channel leading to Spring Creek that the Grove is using. If that project did not account for this site to drain that way a bypass line maybe needed.
11. The design of this site must conform to the drainage basin design of the Mail Creek Master Plan Update as well the Fort Collins Stormwater Manual.

Department: Park Planning

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

1. 1. 8/26/2013: No comments

Department: Forestry

Contact: Tim Buchanan, 970-221-6361, tbuchanan@fcgov.com

1. It appears there is an existing tree on site. Please contact Tim Buchanan, City Forester to discuss tree preservation. Coordination with Lindsay Ex, Senior Environmental Planner, regarding the tree is also recommended.

Department: Fire Authority

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

1. WATER SUPPLY

Hydrant spacing and flow must meet minimum requirements based on type of occupancy.

Commercial hydrants are required to provide 1,500 gpm at 20 psi residual pressure, spaced not further than 300 feet to the building, on 600-foot centers thereafter.

2006 International Fire Code 508.1 and Appendix B

2. FIRE LANES

Fire Lanes shall be provided to within 150' of all portions of the building, as measured by an approved route around the exterior of the building. When fire lanes cannot be provided, the fire code official is authorized to increase the dimension of 150 feet if the building is equipped throughout with an approved, automatic fire-sprinkler system.

2006 International Fire Code 503.1.1

3. FIRE LANE SPECIFICATIONS

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

- > Shall be designated on the plat as an Emergency Access Easement.
- > Maintain the required 20 foot minimum unobstructed width & 14 foot minimum overhead clearance.
- > Be designed as a flat, hard, all-weather driving surface capable of supporting 40 tons.
- > Dead-end fire access roads in excess of 150 feet in length shall be provided with an approved area for turning around fire apparatus.
- > The required turning radii of a fire apparatus access road shall be a minimum of 25 feet inside and 50 feet outside. Turning radii shall be detailed on submitted plans.
- > Be visible by painting and/or signage, and maintained unobstructed at all times.

2006 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.

4. FIRE CONTAINMENT

The building exceeds 5000 square feet and shall be sprinklered or fire contained. If containment is used, the containment construction shall be reviewed and approved by the Poudre Fire Authority prior to installation.

5. OCCUPANCY CLASSIFICATION

Day care: The use of a building or structure, or portion thereof, for educational, supervision or personal care services for more than five children older than 2 1/2 years of age shall be classified as an E Occupancy.

Child Care: A facility that provides supervision and personal care on less than a 24-hour basis for more than five children 2 1/2 years of age or younger shall be classified as a Group I-4 Occupancy. EXCEPTION: A child day care facility which provides care for more than five but no more than 100 children 2 1/2 years or less of age, when the rooms where such children are cared for are located on the level of exit discharge and each of these child care rooms has an exit door directly to the exterior, shall be classified as a Group E Occupancy.

6. FIRE SPRINKLER SYSTEM

Group E Occupancy: An automatic sprinkler system is not required in Group E fire areas less than 20,000 SF. 2006 IFC 903.2.2

Group I Occupancy: An automatic sprinkler system shall be provided throughout buildings with a Group I fire area. 2006 IFC 903.2.5

7. FIRE ALARM SYSTEMS

Group E Occupancy: A manual fire alarm system shall be installed in Group E Occupancies when the occupant load is 50 or more. IFC 2006 907.2.3

Group I Occupancy: A manual fire alarm system shall be installed in Group I Occupancies. An electrically supervised, automatic smoke detection system shall be provided in accordance with Sections 907.2.6 and 907.2.6.2.

8. PREMISE IDENTIFICATION

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.

2006 International Fire Code 505.1

9. COMMERCIAL KITCHEN HOODS

A Type I hood shall be installed at or above all commercial cooking appliances and domestic cooking appliances used for commercial purposes that produce grease vapors.

2006 International Fire Code 609.2

10. FDC

For all sprinklered buildings, the Fire Department Connection shall be installed in accordance with NFPA standards. Fire department connections shall be located on the street side of buildings, fully visible and recognizable from the street or nearest point of fire department vehicle access. The location of the FDC shall be approved by the fire department.

2006 International Fire Code 912.2

11. KEY BOXES REQUIRED

Poudre Fire Authority requires at least one key box ("Knox Box") to be mounted in approved location(s) on every new building equipped with a required fire sprinkler or fire alarm system. The top shall not be higher than 6 feet above finished floor.

2006 International Fire Code 506.1 and Poudre Fire Authority Bureau Policy 88-20

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, wet meadows, and aquatic areas). Please note the buffer zone standards range from 50 100' for these features, as identified in Section 3.4.1(E) of the Land Use Code, as you proceed with your site design process. Please note that the Ecological Characterization Study is due a minimum of 10 days prior to the PDP submittal.
2. Within the buffer zone, according to Article 3.4.1(E)(1)(g), the City has the ability to determine if the existing landscaping within the buffer zone is incompatible with the purposes of the buffer zone. Please ensure that your ECS discusses the existing vegetation and identifies potential restoration options. If it is determined to be insufficient, then restoration and mitigation measures will be required.
3. With respect to lighting, the City of Fort Collins Land Use Code, in Article 3.2.4(D)(6) requires that "natural areas and natural features shall be protected from light spillage from off site sources." Thus, lighting from the parking areas or other site amenities shall not spill over to the buffer areas.

4. With the minor amendment approved this past year, the site had to be returned to its prior state. There was a wet area (not delineated as a wetland) on the northwest corner of this site which will need to be restored through that process.
5. 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.
6. Projects in the Vicinity of Spring Creek must also comply with Section 3.4.1(I)(1) of the Land Use Code, which states the following: "Projects in the vicinity of large natural habitats and/or natural habitat corridors, including, but not limited to, the Poudre River Corridor and the Spring Creek Corridor, shall be designed to complement the visual context of the natural habitat. Techniques such as architectural design, site design, the use of native landscaping and choice of colors and building materials shall be utilized in such manner that scenic views across or through the site are protected, and manmade facilities are screened from off-site observers and blend with the natural visual character of the area. These requirements shall apply to all elements of a project, including any aboveground utility installations."
7. We'll need to discuss fencing as this project moves forward as well, pursuant to Section 3.4.1(E)(1)(i).

Department: Engineering Development Review

Contact: Marc Virata, 970-221-6567, mvirata@fcgov.com

1. Larimer County Road Impact Fees and Street Oversizing Fees are due at the time of building permit. Please contact Matt Baker at 224-6108 if you have any questions.
2. The City's Transportation Development Review Fee (TDRF) is due at the time of submittal. For additional information on these fees, please see: <http://www.fcgov.com/engineering/dev-review.php>
3. Please contact the City's Traffic Engineer, Joe Olson (224-6062) to schedule a scoping meeting and determine if a traffic study is needed for this project. In addition, please contact Transportation Planning for their requirements as well.
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. 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. The existing access ramp at the southwest corner of (to be renamed) Rolland Moore Drive and Centre Avenue will need to be replaced with directional access ramps with truncated dome detection in accordance with LCUASS.
6. The plans for The Grove at Fort Collins indicate an existing 20' sanitary sewer easement that bisects the property and the building as shown would appear to be situated on top of the easement. Vacating an easement (with verification of the ability to do so from Roger Buffington) would require a \$400 TDRF as well as Larimer County recordation costs.
7. Sidewalk and corresponding access ramps on the east side of Perennial Lane would need to be constructed abutting the property.
8. Cross access to the undeveloped property to the south would be considered ideal. Access points and spacing along public streets will need to be reviewed with the submittal.

9. This project is responsible for dedicating any right-of-way and easements that are necessary for this project.
10. Construction plans will be required.
11. A Development Agreement will be required and recorded once the project is finalized with recordation costs paid for by the applicant. Per the amended Development Agreement for the Grove, which was modified to include this parcel, a new development agreement would be needed specific to development of the parcel.
12. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
13. If the project is able to develop without replatting the property, each separate document dedication and vacation to the City require a TDRF payment of \$250 and \$400 respectively, with Larimer County recordation costs paid for by the applicant.
14. If development of the property proposes a subdrain system that ties into the subdrain system created with The Grove, an update to the groundwater report for The Grove would be needed for review.

Department: Electric Engineering

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

1. A C-1 form and one line diagram will need to be submitted to Light and Power Engineering, (970) 221-6700. The C-1 form is available at http://www.fcgov.com/utilities/img/site_specific/uploads/c-1_form.pdf.
2. The transformer and meter locations will need to be coordinated with Light and Power Engineering.
3. Electric development charges will apply. An online estimator for these charges is available at <http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees/electric-development-fee-estimator?id=3>.

Current Planning

Contact: Courtney Levingston, 970-416-2283, clevingston@fcgov.com

1. What will the other 1.9 acre site be used for? LUC 4.27(D) states that "In the case of multiple parcel ownership, an applicant shall enter into cooperative agreements with adjacent property owners to create a comprehensive development plan that establishes an integrated pattern of streets, outdoor spaces, building styles and land uses."

A future cross access easment may want to be explored.

2. The building will need to be built to the corner of Centre Ave and Rolland More Dr. per the standards in 3.5.3(C)(2). Centre Ave is designated at collector street and the building must be located no more than 15 feet from the ROW.
3. At least 1 main entrance must face and open directly to a pedestrian sidewalk connection (Section 3.5.3 (C) (1).
4. The Code requires minimum wall articulation breaking up exterior walls longer than 30' (Section 3.5.3(E)(2) (a). Please call out length, colors and materials on the elevations. The entrance must be clearly defined. The architecture must have a distinguishable base treatment as well as a top treatment such as a detailed cornice (show detail with projection) or in the case of a sloped roof, bracket detailing should be included

- (LUC Section 3.5.3(E)(6)). High quality materials are required. Please show the locations of conduit, meters, vents and other equipment to be attached to the building on the elevations. There should be a note included on the plans they they will be painted to match (LUC 3.5.1(I)(3). Rooftop mechanical (if any) should not be visible from the public street and should be integrated and screened.
5. Please provide details of trash enclosures and bike racks on architectural elevations.
 6. Irrigation Plans will be required. Please see Section 3.2.1 (J) for detailed requirements.
 7. Street trees should be spaced 40 feet away from street lights. Please coordinate with Light and Power for future street light locations and show those on future street light locations on the submitted landscape plans.
 8. Please show water and sewer lines as well as gas lines on lanscape plans. Trees should be spaces 6 feet off of water and sewer lines and 4 feet off of gas lines.
 9. The landsape plans should clearly identidy hydrozones as well as provide a water budget chart. Total annual water use can not exceed 15 gallons/sq ft over the site (LUC 3.2.1(E)(3)).
 10. Foundation plantings at least 5 feet in width around 50 % of all high use/ high visibility exterior walls is required (LUC 3.2.1(E)(2)(d).
 11. The Land Use Code requires that Child Care Centers provide a minimum of 2,500 square feet of outdoor play area for 15 children or fewer, with 75 additional square feet being required for each additional child, except that the size of the total play area need only accommodate at least 50% of the capacity of the center. For the purposes of this subsection, the capacity of the center is calculated based upon indoor floor space reserved for school purposes of 40 square feet per child.
 12. Please provide a fence detail for the fence around the play area. Fence design requirements are outlined in Section 3.8.11 of the Code. Please note that fence design in terms of deer and fox movement was discussed for the Grove. Please coordinate with Lindsay Ex, Senior environmental planner , on wrought iron fence design.
 13. Will there be a vehicular bay for child drop off and pick up? How will the site plan accommodate this functionality? (LUC 3.8.4(A))
 14. 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.
 15. 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.
 16. 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>.
 17. 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.
 18. Please see the Submittal Requirements and Checklist at:
<http://www.fcgov.com/developmentreview/applications.php>.

19. 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.
20. 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