

Conceptual Review Agenda

Schedule for 08/03/15 to 08/03/15

281 Conference Room A

Monday, August 3, 2015

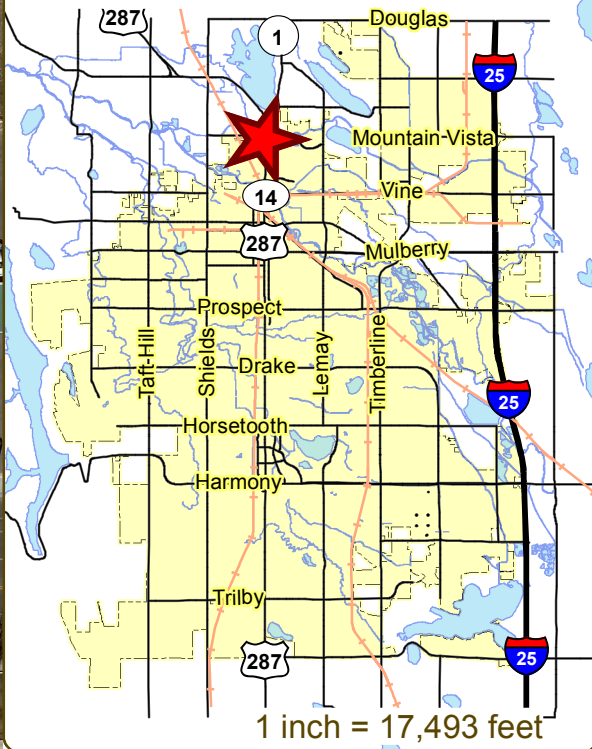
Time	Project Name	Applicant Info	Project Description	Planner
9:30	1642 N College - Drive-thru Restaurant CDR150049	Barry Lewis (303) 229-6322 barry@mannainvest.com	This is a request to locate a drive-thru restaurant at 1642 N College (Parcel #9701261004). The new restaurant will occupy the northern portion of the existing building. The proposal also calls for a small outdoor dining area. The site is located in the Service Commercial (CS) zone district. This proposal will be subject to Major Amendment review.	Ted Shepard
10:15	334 E Oak St - Accessory Dwelling Unit CDR150050	Jen Petrik (970) 672-6415 jenniferpetrik@hotmail.com	This is a request to construct a carriage house at 334 E Oak St (Parcel #9712316032). The existing shed on-site will be demolished to construct the new carriage house. There will be an additional 6 parking spaces added on-site as part of this project. The site is located in the Neighborhood Conservation – Buffer (NCB) zone district. This proposal will be subject to Administrative (Type I) review.	Clay Frickey

Monday, August 3, 2015

Time	Project Name	Applicant Info	Project Description	Planner
11:00	4858 S College Ave - Emergency Room CDR150051	Jerry Davidson 303-232-8088 jdavidson@perceptiondesignngroup.com	<p>This is a request to build a new medical center/hospital at 4858 S College Avenue (see parcel list below). The proposal would replat 6 existing parcels into one and construct a new 7,000 square foot building for use as a stand-alone emergency room with 29 parking spaces. The site is located in the General Commercial (C-G) zone district. Hospitals are subject to Planning & Zoning Board (Type 2) review in the C-G zone district.</p> <p>Parcel #s: 9601208016, 9601208015, 9601208014, 9601208013, 9601208012, & 9601208011</p>	Ryan Mounce

1642 N College Drive-thru Restaurant

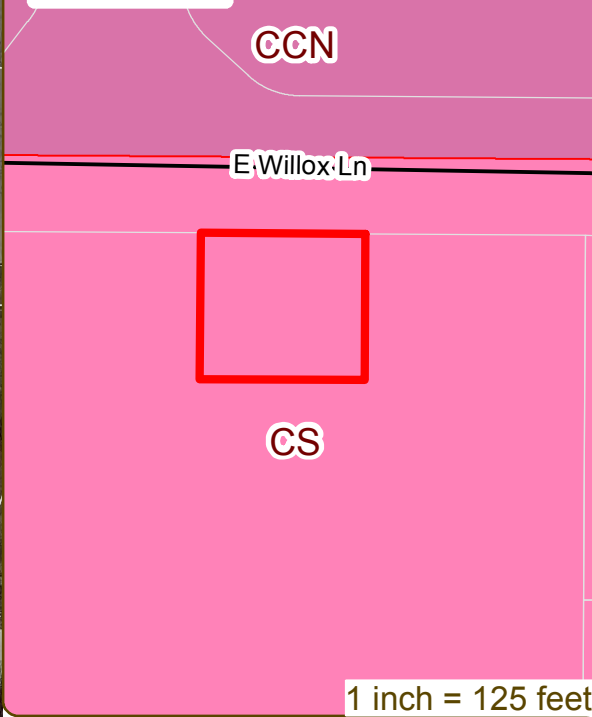
Vicinity Map



Aerial Site Map



Zoning Map



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CONCEPTUAL REVIEW:
APPLICATION

General Information

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

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

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

Contact Name(s) and Role(s) (Please identify whether Consultant or Owner, etc) Barry Lewis; Owner.

Pete Kelly, Kevin Phelan; Brokers, CBRE

Business Name (if applicable) Country Club corners

Your Mailing Address _____

Phone Number 303.229.6322 **Email Address** barry@mannainvest.com

Site Address or Description (parcel # if no address) 1642 N. College Avenue, Fort Collins, CO

Description of Proposal (attach additional sheets if necessary) We Propose to alter the building to accommodate a drive-thru business.

Proposed Use Fast food, Banking **Existing Use** Vacant, former liquor store

Total Building Square Footage 3,146 **S.F. Number of Stories** 1 **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? _____

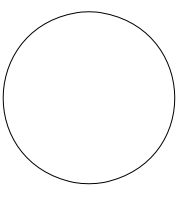
Info available on FC Maps: <http://gisweb.fcgov.com/redirect/default.aspx?layerTheme=Floodplains>.

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?

See attached



PROJECT TITLE

1642 NORTH
COLLEGE

FORT COLLINS, CO

PREPARED FOR —

[illegible]

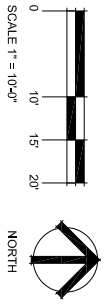
Date 07-17-15

SHEET TITLE — —

SHEET INFORMATION

Sheet Number:

Of:





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 17, 2015

Barry Lewis
Country Club Corners
1630A 30th St 495
Boulder, CO 80301

Re: 1642 N College - Drive-thru Restaurant

Description of project: This is a request to locate a drive-thru restaurant at 1642 N College (Parcel #9701261004). The new restaurant will occupy the northern portion of the existing building. The proposal also calls for a small outdoor dining area. The site is located in the Service Commercial (CS) zone district. This proposal will be subject to Major Amendment 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, Ted Shepard, at 970-221-6343 or tshepard@fcgov.com.

Comment Summary:

Department: Water-Wastewater Engineering

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

1. No changes are anticipated to the water or sewer services at this time. Depending on the use, this may change. Contact Water Utilities Engineering for coordination if this is the case.

Department: Traffic Operations

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

1. The anticipated amount of traffic volume is not expected to rise above the traffic volumes from the previous use - therefore based on section 4.2.3.D of LCUASS, the Traffic Impact Study requirement can be waived.
2. The site plan need to ensure that there will not be queueing of vehicles on public streets.

Department: Stormwater Engineering

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

1. If there is an increase in imperviousness greater than 1000 square feet a drainage report, erosion control report and construction plans are required and they must be prepared by a

Professional Engineer registered in Colorado. The drainage report must address the four-step process for selecting structural BMPs. Standard operating procedures (SOPs) for all onsite drainage facilities need to be prepared by the drainage engineer. If there is less than 1,000 square feet of new impervious area on an existing development, a drainage letter along with a grading plan should be sufficient to document the existing and proposed drainage patterns. If there is less than 1,000 but more than 350 square feet of new impervious area; a site grading and erosion control plan is required instead of a complete construction plan set.

2. If the site is required to meet present Land Use Code requirements, onsite water quality treatment of the runoff is required. Water quality treatment methods are described in the Fort Collins Stormwater Manual, Volume 3-Best Management Practices (BMPs). A method that could be used on an existing site is to direct the downspouts to a landscape area. Another is if perimeter landscape buffers or parking lot medians are required, they could be used to treat the runoff in bio-retention areas or rain gardens.
(<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guidelines-regulations/stormwater-criteria>)
3. No improvements or increases in impervious area are indicated in the application, so please contact the Stormwater Utility if this changes.
4. 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 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.
5. The design of this site must conform to the drainage basin design of the Dry Creek Master Drainage Plan as well the Fort Collins Stormwater Criteria Manual.

Department: Fire Authority

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

1. No PFA comments for development review. Other comments may be forthcoming at time of building permit.

Department: Environmental Planning

Contact: Rebecca Everette, 970-416-2625, reverette@fcgov.com

1. With respect to landscaping and design, the City of Fort Collins Land Use Code, in Article 3.2.1 (E)(2)(3), requires that you use native plants and grasses in your landscaping or re-landscaping and reduce bluegrass lawns as much as possible.
2. It does not appear that this proposal would impact any existing trees. However, 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.

3. 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 (Redwing Marsh Natural Area/wetland). However, as there is a road between the natural area and this property, and the standard habitat buffer 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 complement the natural feature, in accordance with Article 3.2.1 (E)(2)(3) of the Land Use Code.
4. Our city has an established identity as a forward-thinking community that cares about the quality of life it offers its citizens and has many sustainability programs and goals that may benefit your project. Of particular interest may be the:
 1. ClimateWise program: <http://www.fcgov.com/climatewise/>
 2. Zero Waste Plan and the Waste Reduction and Recycling Assistance Program (WRAP): http://www.fcgov.com/recycling/pdf/_20120404_WRAP_ProgramOverview.pdf, contact Caroline Mitchell at 970-221-6288 or cmtichell@fcgov.com
 3. Green Building and the Climate Action Plan: <http://www.fcgov.com/enviro/green-building.php>, contact Tony Raeker at 970-416-4238 or traeker@fcgov.com
 4. Nature in the City Strategic Plan: <http://www.fcgov.com/planning/natureinthecity/?key=advanceplanning/natureinthecity/>, contact Justin Scharton at 970-221-6213 or jscharton@fcgov.com

Please consider the City's sustainability goals and ways for your development to engage with these efforts.

Department: Engineering Development Review

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

1. Marc Virata mvirata@fcgov.com or 221-6567 will be the Engineer assigned to this project. Please contact him if you have further questions regarding the engineering comments or requirements.
2. 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.
3. 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>
4. 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.
All public sidewalk, driveways and ramps existing or proposed adjacent or within the site need to meet ADA standards, if they currently do not, they will need to be reconstructed so that they do meet current ADA standards as a part of this project. The existing driveway will need to be evaluated to determine if the slopes and width will meet ADA requirements or if they need to be reconstructed so that they do.
5. Any public improvements must be designed and built in accordance with the Larimer County Urban Area Street Standards (LCUASS). They are available online at: <http://www.larimer.org/engineering/GMARdStds/UrbanSt.htm>
6. The menu board location does not look like it will allow for any stacking of vehicles. The project will need to show and provide information that the stacking will not back up into Willox Street the service drive (this area is an access easement and needs remain accessible and usable).

7. This project is responsible for dedicating any right-of-way and easements that are necessary for this project. This shall including the standard utility easements that are to be provided behind the right-of-way (15 foot along an arterial, 8 foot along an alley, and 9 foot along all other street classifications).
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. LCUASS parking setbacks (Figure 19-6) apply and will need to be followed depending on parking design. Because this area will have higher turnover and volume with the fast food and the desire to change the travel lane direction to one-way the existing setbacks may not be adequate.
11. All fences, barriers, posts or other encroachments within the public right-of-way are only permitted upon approval of an encroachment permit. Applications for encroachment permits shall be made to Engineering Department for review and approval prior to installation. Encroachment items shall not be shown on the site plan as they may not be approved, need to be modified or moved, or if the permit is revoked then the site/ landscape plan is in non-compliance.
12. Any rain gardens within the right-of-way cannot be used to treat the development/ site storm runoff. We can look at the use of rain gardens to treat street flows – the design standards for these are still in development.
13. Bike parking required for the project cannot be placed within the right-of-way and if placed just behind the right-of-way need to be placed so that when bikes are parked they do not extend into the right-of-way.
14. In regards to construction of this site. The public right-of-way shall not be used for staging or storage of materials or equipment associated with the Development, nor shall it be used for parking by any contractors, subcontractors, or other personnel working for or hired by the Developer to construct the Development. The Developer will need to find a location(s) on private property to accommodate any necessary Staging and/or parking needs associated with the completion of the Development . Information on the location(s) of these areas will be required to be provided to the City as a part of the Development Construction Permit application.

Department: Electric Engineering

Contact: Rob Irish, 970-224-6167, rirish@fcgov.com

1. This site is currently fed by a 75kva 3-phase pad mount transformer. The proposal says the transformer will remain. Any relocation or modification to existing electric facilities will be the developers expense.
2. If the developer anticipates any change to the existing electric facilities they must contact Light & Power Engineering @ 970-221-6700 to coordinate.

Planning Services

Contact: Ted Shepard, 970-221-6343, tshepard@fcgov.com

1. A drive-in restaurant is permitted in the C-S, Service Commercial zone district, subject to review by the Planning and Zoning Board (Type Two Review). The request will be considered a Major Amendment to the approved plan.
2. It appears that menu board does not provide sufficient stacking. Staff is concerned that cars stacked behind the menu board may spill out onto Willox Lane. Please consider moving the

menu board to alleviate potential impact on the public street.

3. It is not clear as to whether or not the divider that separates the parking lot from the drive-through lane is raised or simply striped asphalt. This divider should be raised and made aesthetically pleasing by being a minimum of four feet in width to allow for the planting of narrow-shaped shrubs. Protective bollards should be placed at both ends.
4. A drive-through lane with stacked cars, menu board and pickup window are considered to be areas of low visual interest. Consequently, additional landscaping needs to be provided to mitigate these site plan elements.
5. The planting area along Willox needs to be upgraded. An ornamental tree needs to be added to within 15 feet of the existing public street light at the westerly driveway. Similarly, an ornamental needs to be added to the landscape island at the easterly driveway and kept 15 feet from the existing public street light.
6. Again, along Willox, a shade tree needs to be added 40 feet west of the existing two shade trees.
7. A shade tree needs to be added in the planting area at the east entry point of the drive-through lane.
8. The existing shrub bed that contains the Ornamental Grasses needs to be enhanced with additional plant material in order to fill in the area. As it is planted currently, the number of plants appears sparse given the size of the area causing the rock mulch to be highly visible. The applicant and design team is encouraged to consider upright junipers or narrow-shaped evergreen trees, planted in a cluster, to accomplish the necessary screening and add variety to the overall landscape design.
9. Any new lighting associated with the Major Amendment must be down-directional and fully shielded. If LED lighting is selected, then the Lighting Plan must specify the number of diodes per lamp and the Kelvin temperature must be as low (warm color) as possible to mitigate the excessive brightness associated with today's LED exterior light fixtures. Generally, this means a Kelvin temperature below 3,000.
10. The new trash enclosure must be constructed of masonry material that matches the building (style, texture and color) and feature blue gates to match the center.
11. The base of the menu board sign must be of masonry material that matches the building. This comment also applies to any other monument sign that may be permitted by the Sign Code (under a separate permit).
12. The existing electrical transformer must be screened with a solid enclosure and gate that meets the clearance specifications of Light and Power. As with the base of signs and the trash enclosure, the masonry material must match the building.
13. The crosswalk at the west end (exit) of the drive-through lane must be upgraded so that it is highly visible to drivers.
14. Given the nature of the proposed use, the applicant should be aware that Section 3.5.3(E) requires that a standardized prototype design must be modified in order for the overall shopping center to continue to have cohesive overall design and continues to contribute to the uniqueness of the larger neighborhood.
15. The proposed outdoor patio will complement not only the proposed drive-through restaurant but the entire center as well by activating the space. The applicant is encouraged to use moveable furniture to enhance the experience of dining outdoors.
16. Generally, after inspecting the site and overall center, it appears that all trees are in need of immediate irrigation. The applicant is cautioned that any trees that significantly decline in health or die will need to be replaced per the mitigation schedule in Section 3.2.1(F). This means that trees with maturity must be replaced in kind.

- 17.** The proposed development project is subject to a Type 2 (Planning and Zoning Board) review and public hearing. The applicant for this development request is required to hold a neighborhood information meeting prior to formal submittal of the proposal. Neighborhood meetings offer an informal way to get feedback from your surrounding neighbors and discover any potential hiccups prior to the formal hearing. Please contact me, at 221-6750, to assist you in setting a date, time, and location. I and possibly other City staff, would be present to facilitate the meeting.
- 18.** 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.
- 19.** 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>.
- 20.** 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.
- 21.** Please see the Submittal Requirements and Checklist at:
<http://www.fcgov.com/developmentreview/applications.php>.
- 22.** 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.
- 23.** When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.

Pre-Submittal Meetings for Building Permits

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

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

Construction shall comply with the following adopted codes as amended:

20012 International Building Code (IBC)
2012 International Residential Code (IRC)
20012 International Energy Conservation Code (IECC)
2012 International Mechanical Code (IMC)
2012 International Fuel Gas Code (IFGC)
2012 International Plumbing Code (IPC) as amended by the State of Colorado
2014 National Electrical Code (NEC) as amended by the State of Colorado

Accessibility: State Law CRS 9-5 & ICC/ANSI A117.1-2009.

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

Frost Depth: 30 inches.

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

Seismic Design: Category B.

Climate Zone: Zone 5.

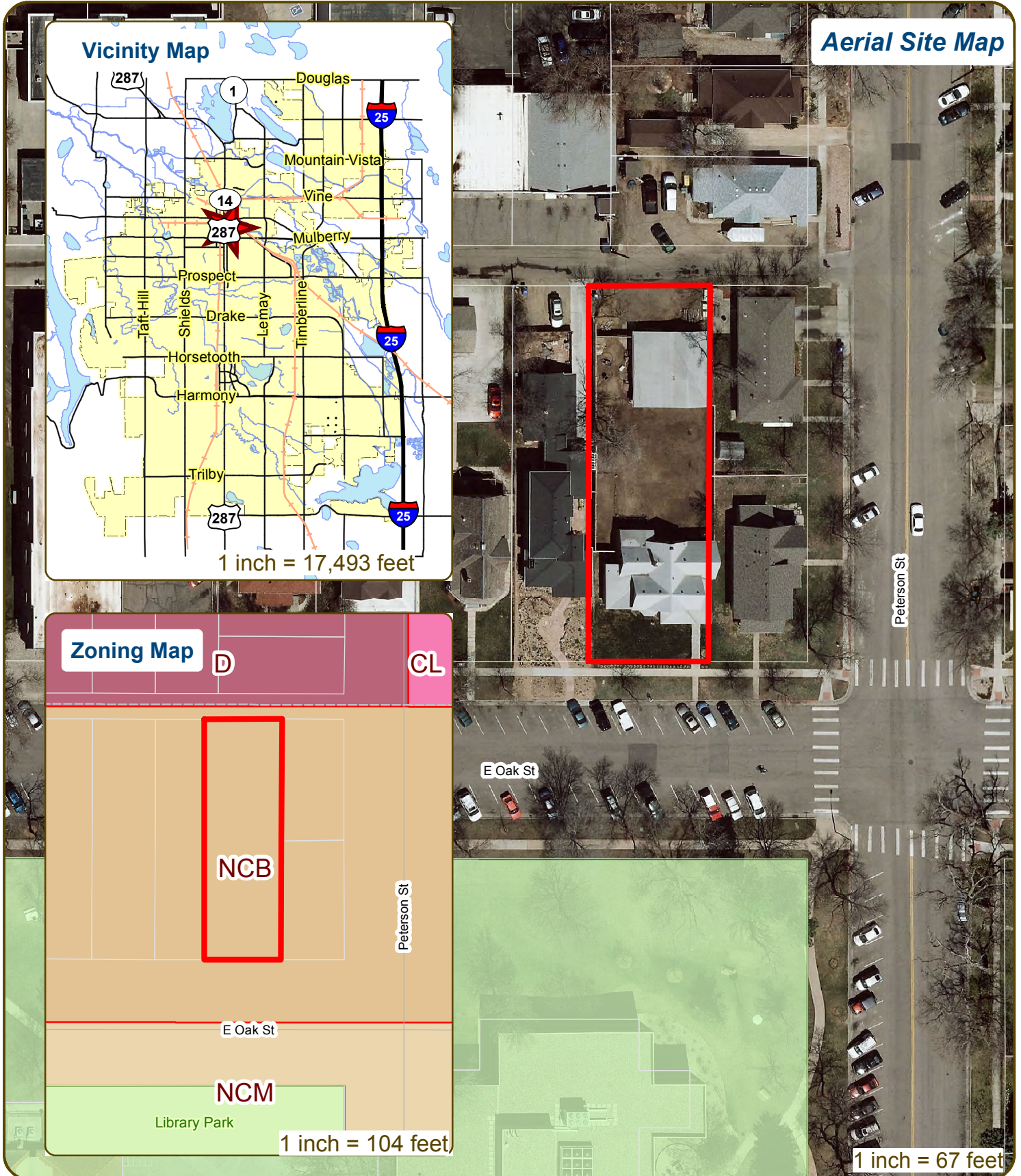
Energy Code Use

1. Single Family; Duplex; Townhomes: *2012 IRC* Chapter 11 or *2012 IECC* Chapter 4.
2. Multi-family and Condominiums 3 stories max: *2012 IECC* Chapter 4 Residential Provisions.
3. Commercial and Multi-family 4 stories and taller: *2012 IECC* Chapter 4 Commercial Provisions.

Fort Collins Green Code Amendments effective starting 2/17/2014. A copy of these requirements can be obtained at the Building Office or contact the above phone number.

City of Fort Collins
Building Services
Plan Review
970-416-2341

334 E Oak Accessory Dwelling Unit



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

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

Jen Petrik and Mike Sherwood-owners, Jason Ruby-Designer

Business Name (if applicable) _____

Your Mailing Address Po box 2395 Fort Collins, Co 80522

Phone Number 970-672-6415-Jen, Email Address Jen: Jenniferpetrik@hotmail.com

303-399-3303-Jason Jason: rubyjar@yahoo.com

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

334 E. Oak st FC

Description of Proposal (attach additional sheets if necessary) _____

Phase 1: Add a second dwelling unit 1000sf on 600sf footprint on back half of lot for short term
airbnb or long term rental.

Possible Phase 2: Add sink, bathroom and studio space above garage.

Proposed Use _____ **Existing Use** _____

Total Building Square Footage 1000 S.F. Number of Stories 2 Lot Dimensions 60x190

Age of any Existing Structures Front house built in 1900, historical review completed 2015—not eligible

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 600sf _____ S.F.

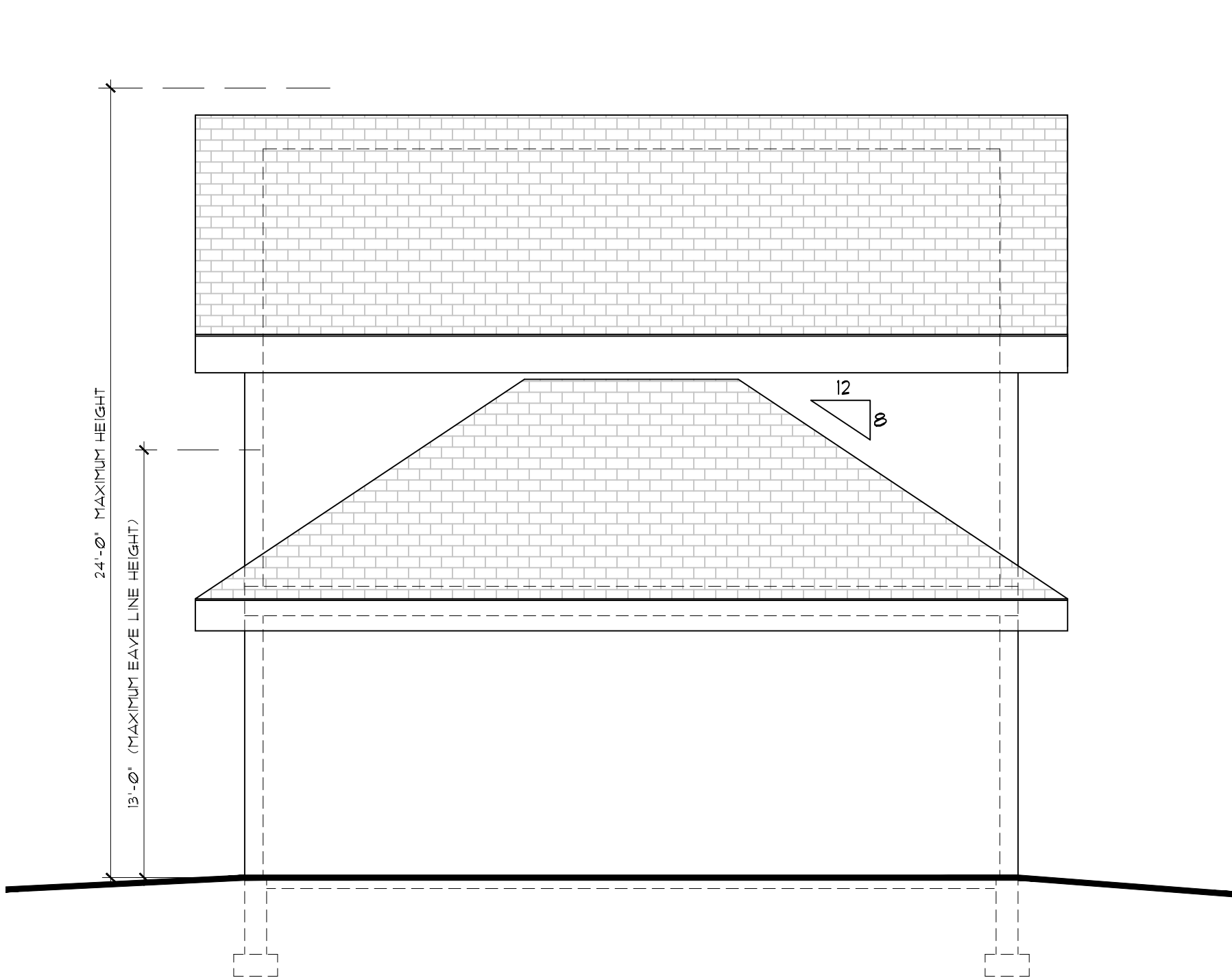
(Approximate amount of additional building, pavement, or etc. that will cover existing bare ground to be added to the site)

Suggested items for the Sketch Plan:

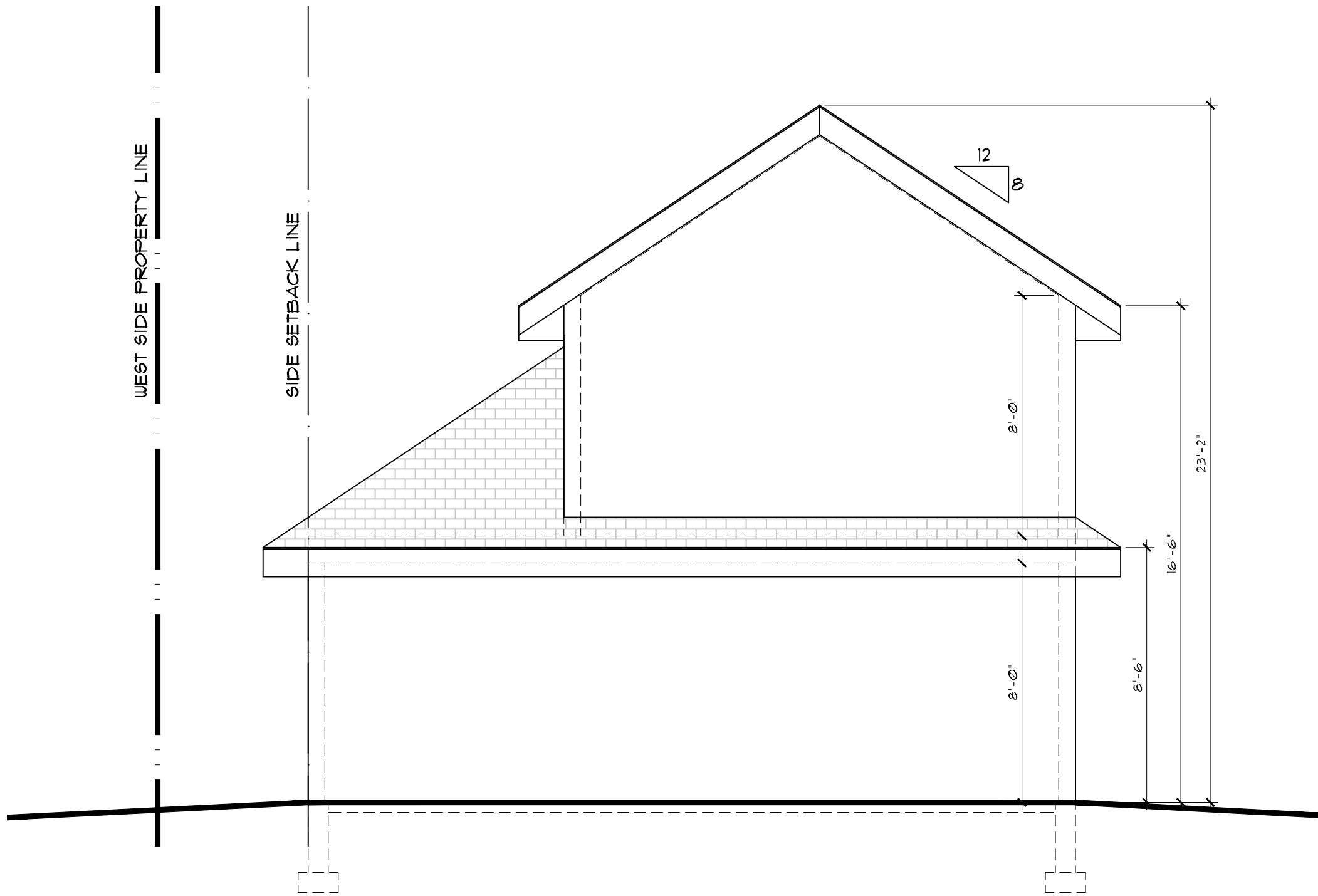
Property location and boundaries, surrounding land uses, proposed use(s), existing and proposed improvements (buildings, landscaping, parking/drive areas, water treatment/detention, drainage), existing natural features (water bodies, wetlands, large trees, wildlife, canals, irrigation ditches), utility 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 DESIGN
OPTION A

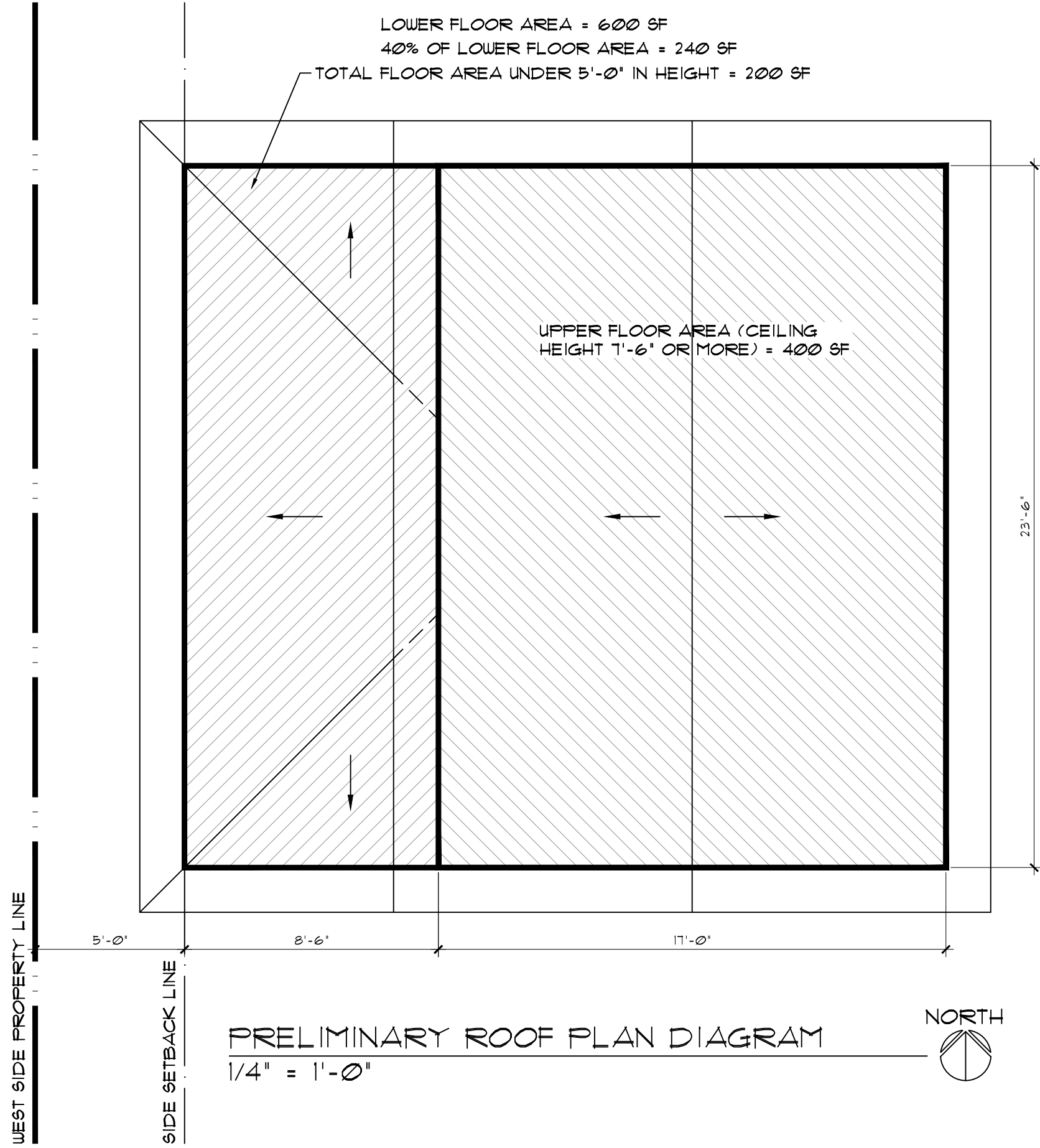
ZONING DATA:
ZONING DISTRICT: N-C-B
LOT AREA: 11,403 SF
AREA OF REAR 50% OF LOT: 5,702 SF
FLOOR AREA OF EXISTING GARAGE/ WORKSHOP: 738 SF
FLOOR AREA OF PROPOSED CARRIAGE HOUSE: 1,000 SF
TOTAL BUILDING FLOOR AREA ON REAR 50% OF LOT: 1,738 SF = 30% OF REAR 50% OF LOT



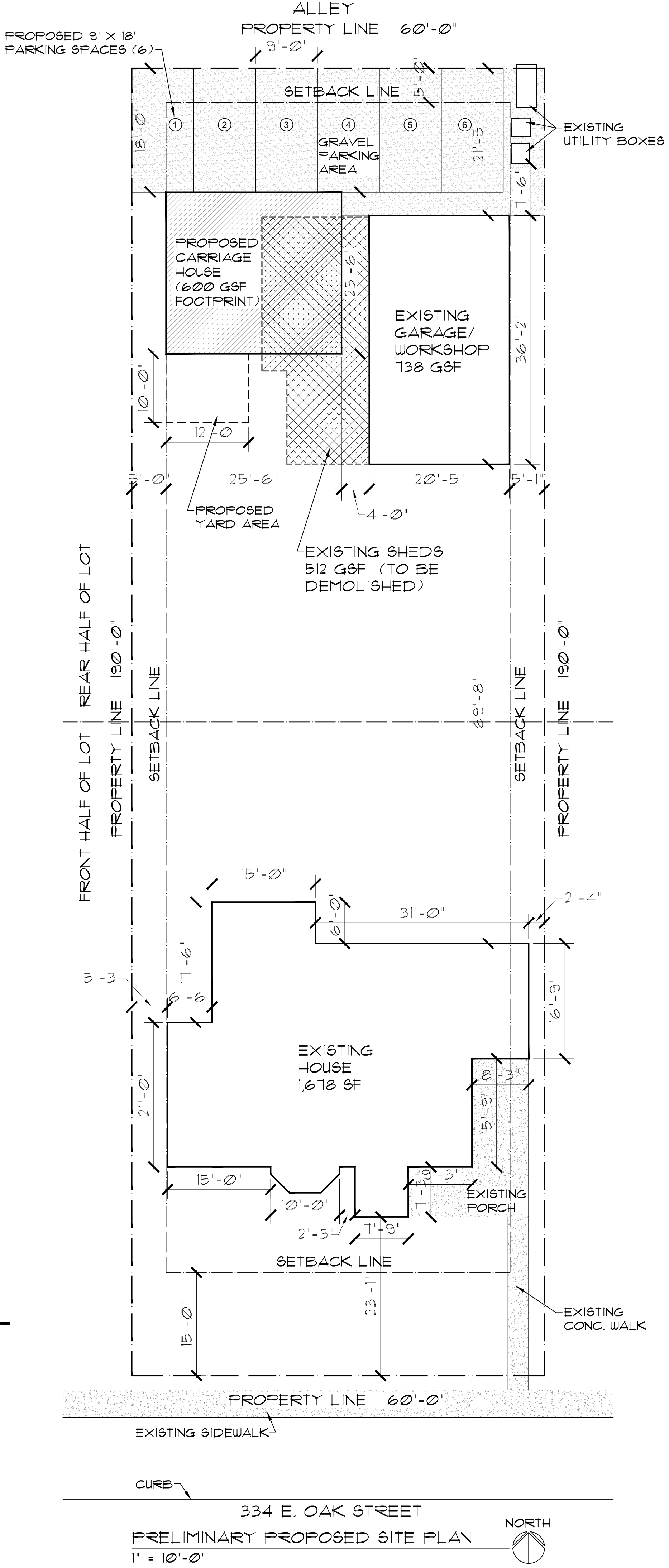
PRELIMINARY WEST ELEVATION DIAGRAM
1/4" = 1'-0"



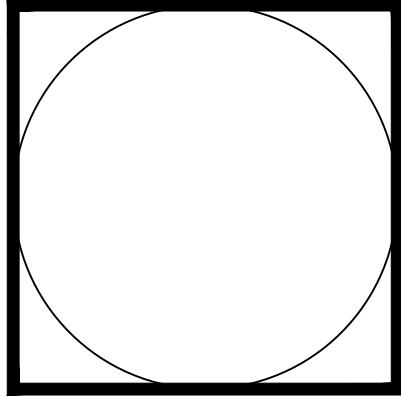
PRELIMINARY SOUTH ELEVATION DIAGRAM
1/4" = 1'-0"



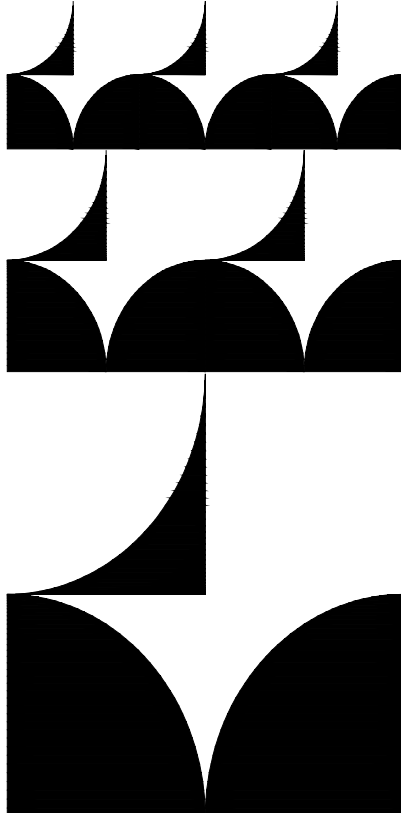
PRELIMINARY ROOF PLAN DIAGRAM
1/4" = 1'-0"



334 E. OAK STREET
PRELIMINARY PROPOSED SITE PLAN
1" = 10'-0"



JASON RUBY
ARCHITECTURAL
DESIGN SERVICES
6877 COUNTRYSIDE LN. #276
NIWOT, CO 80503
RUBYJAR@YAHOO.COM
(303)399-3303

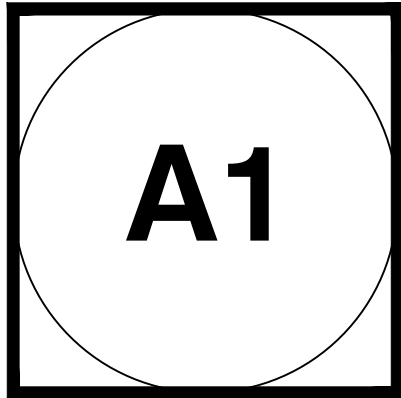


OWNERS:
JENNIFER PETRIK AND MIKE SHERWOOD
CONCEPTUAL REVIEW DOCUMENTS

PROPOSED CARRIAGE HOUSE
334 EAST OAK STREET
FORT COLLINS, COLORADO 80524

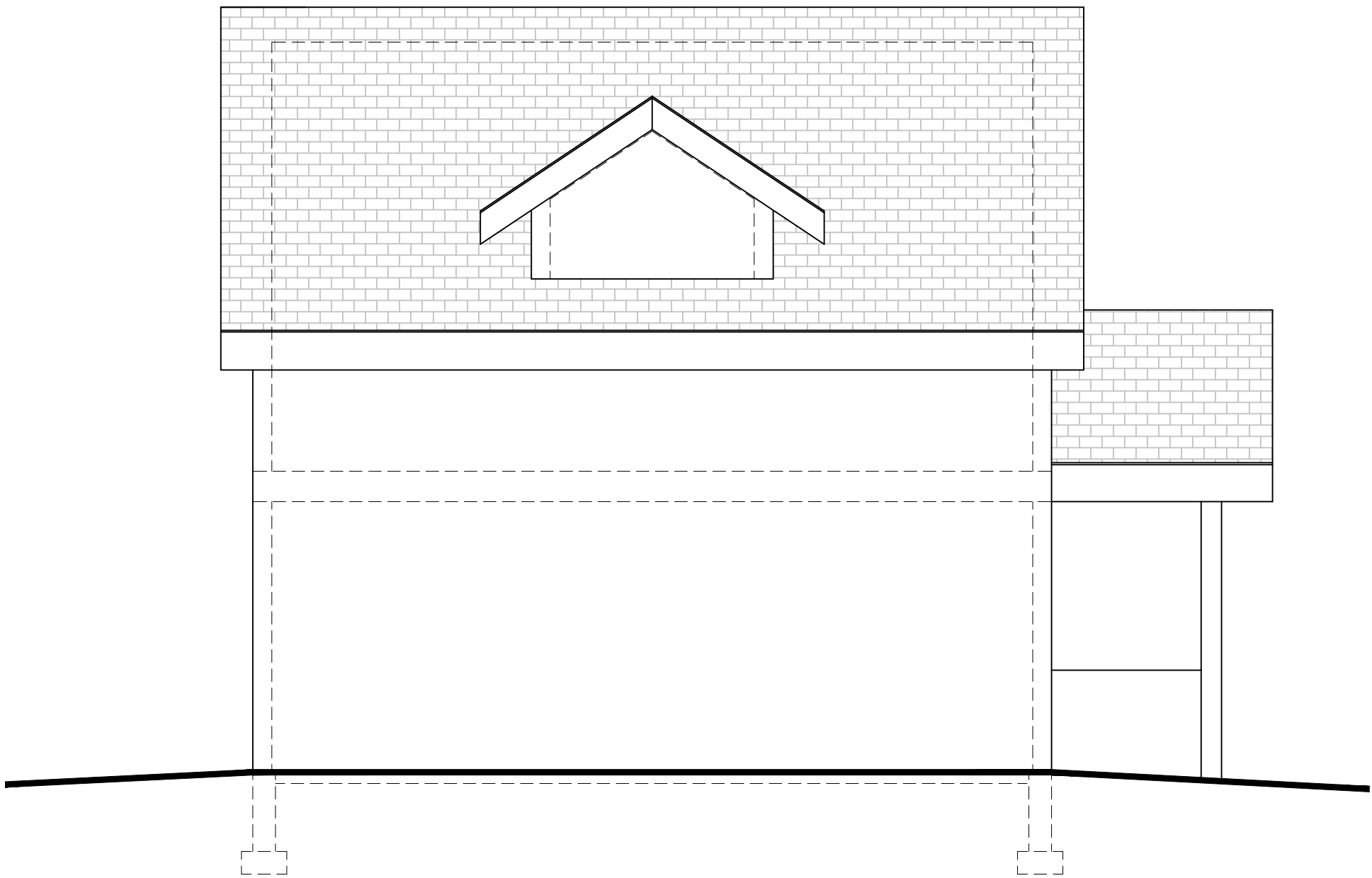
DATE:
JULY 14, 2015

DRAWN BY: JAR
PRELIMINARY SITE PLAN

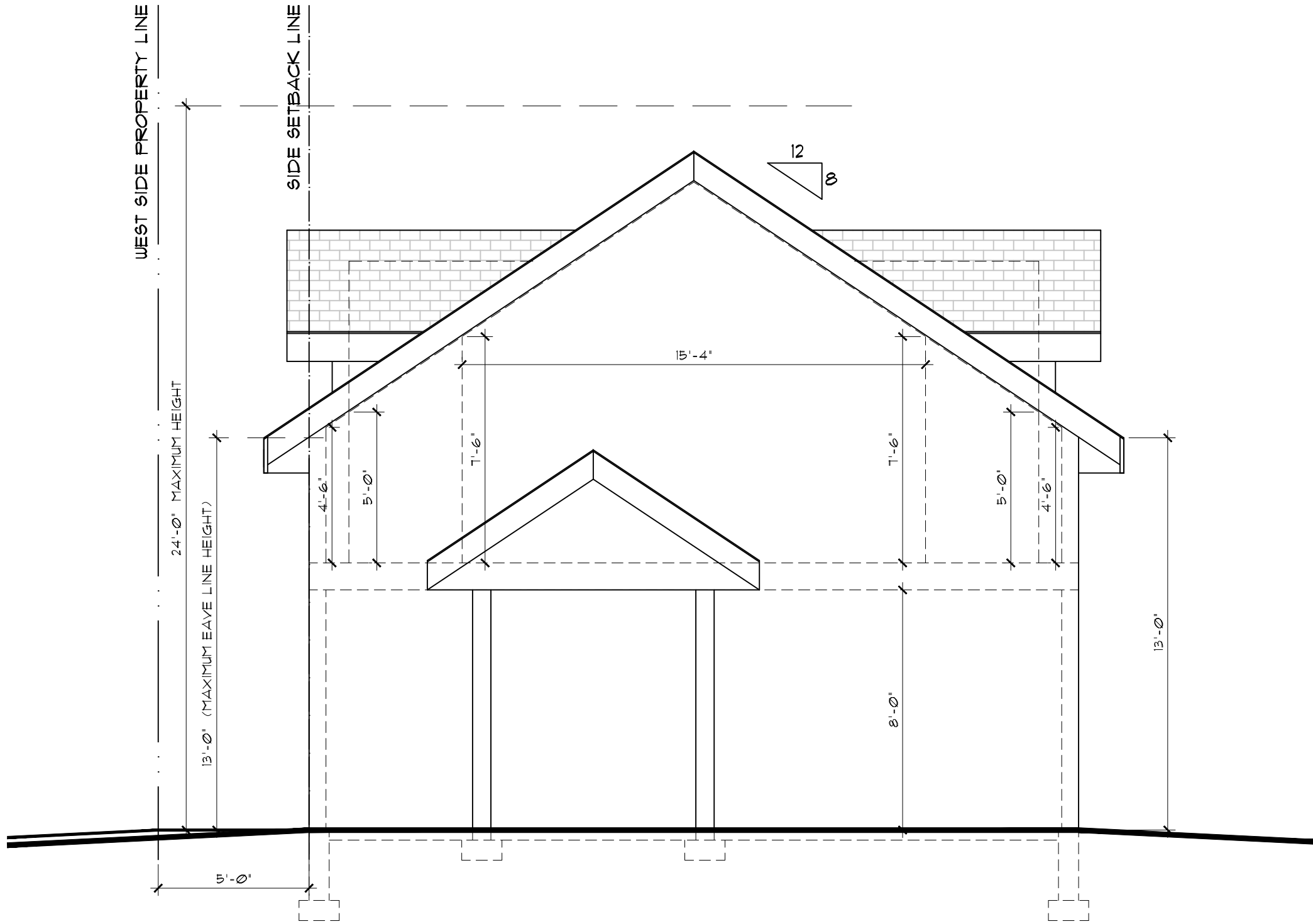


CONCEPTUAL DESIGN
OPTION B

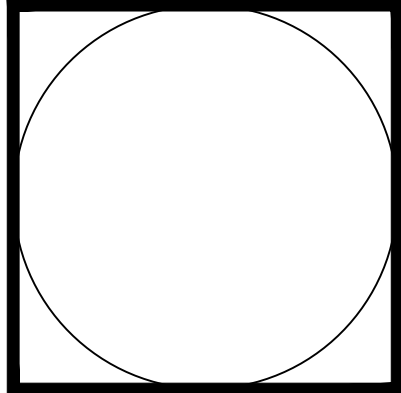
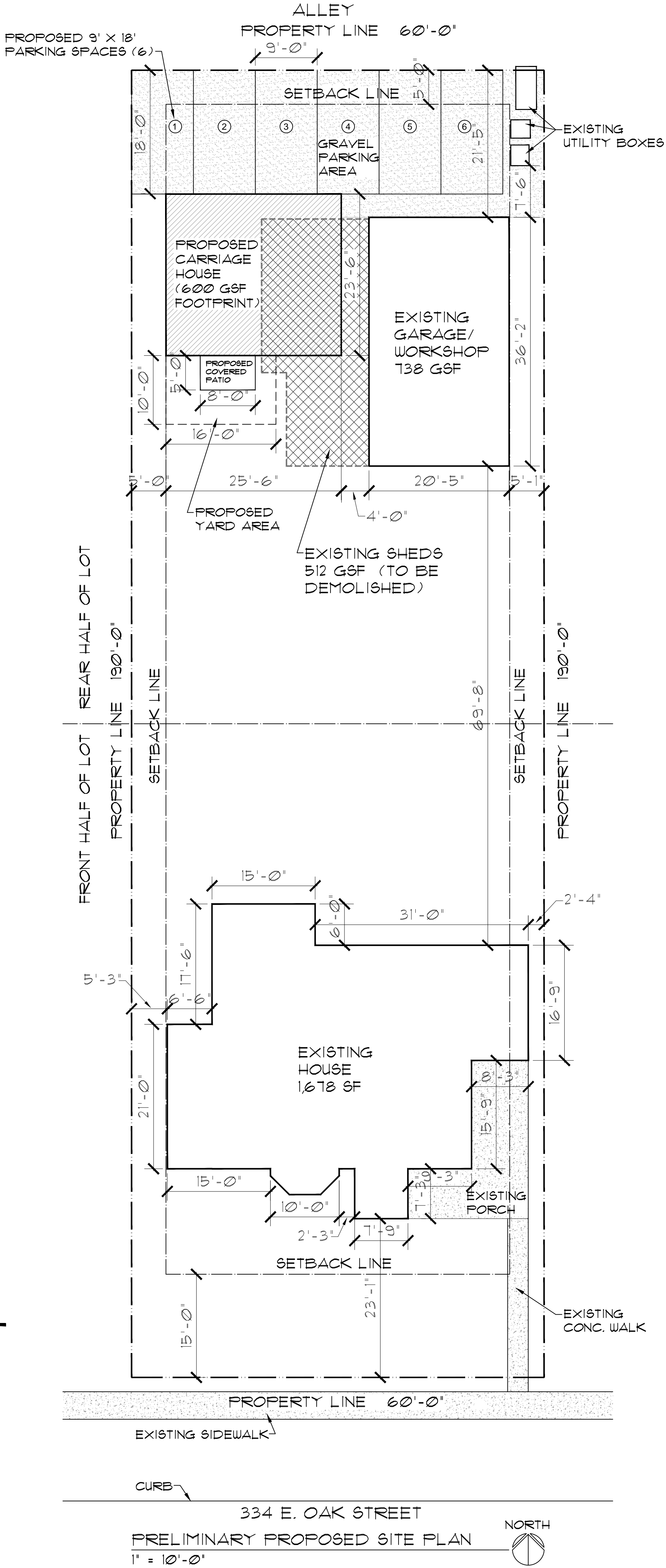
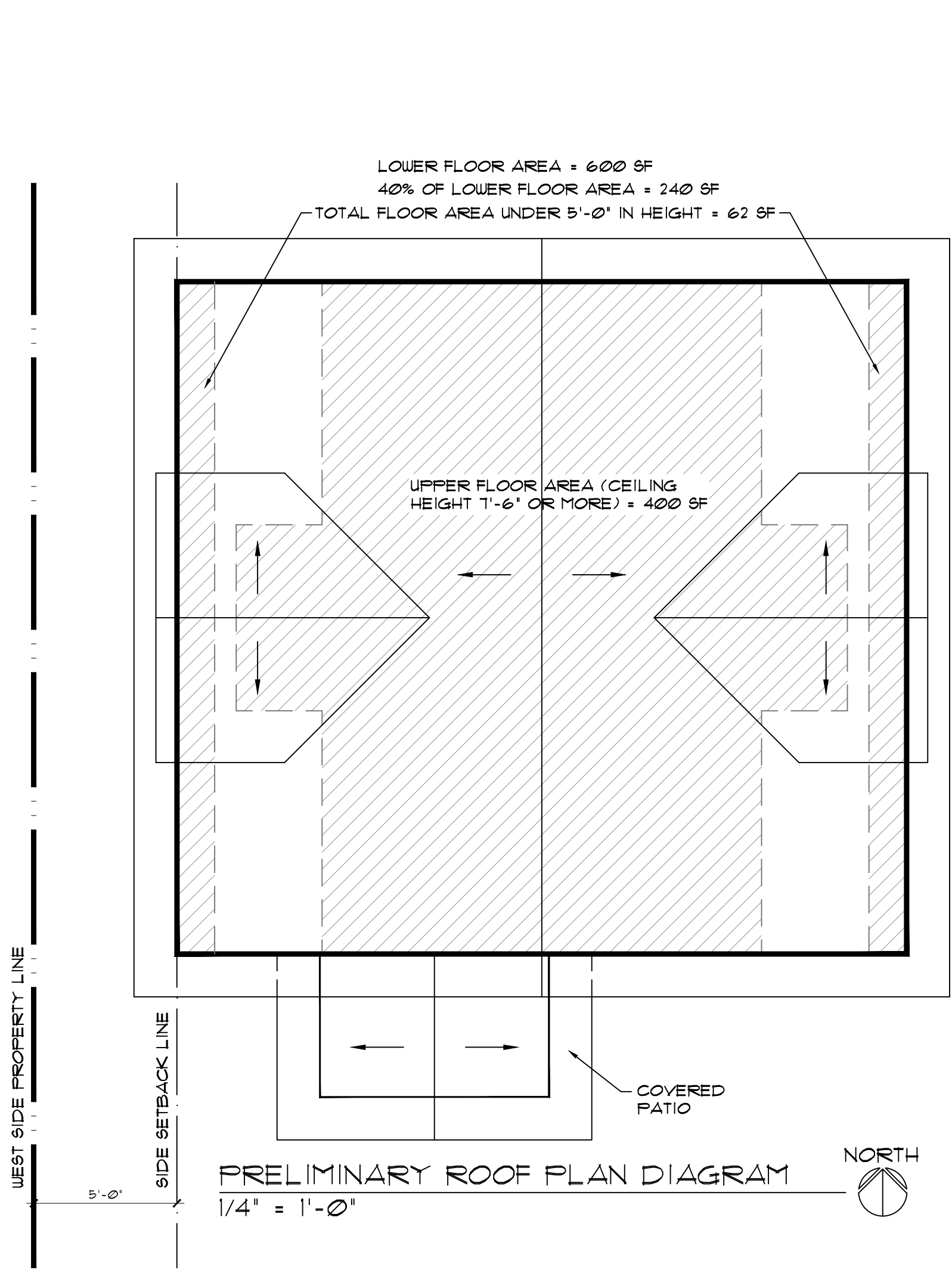
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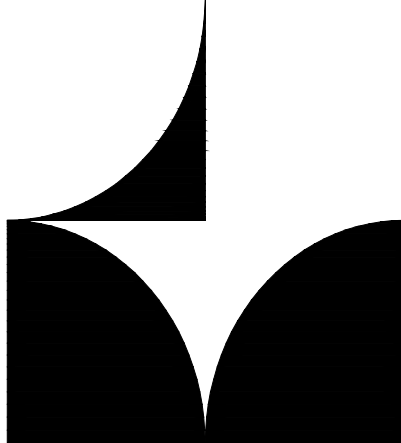
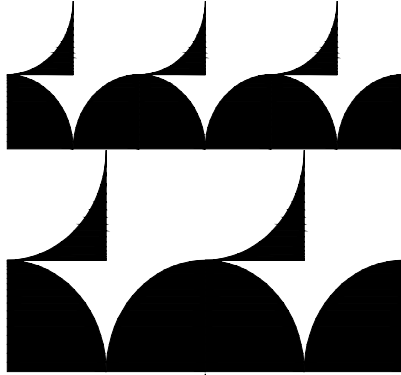
PRELIMINARY WEST ELEVATION DIAGRAM
1/4" = 1'-0"



PRELIMINARY SOUTH ELEVATION DIAGRAM
1/4" = 1'-0"



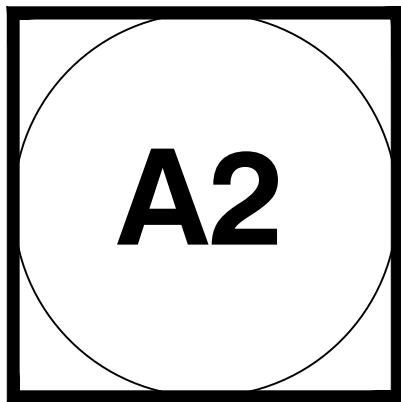
JASON RUBY
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NIWOT, CO 80503
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(303)399-3303



OWNERS:	JENNIFER PETRIK AND MIKE SHERWOOD
CONCEPTUAL REVIEW DOCUMENTS	

PROPOSED CARRIAGE HOUSE
334 EAST OAK STREET
FORT COLLINS, COLORADO 80524

DATE: JULY 14, 2015
DRAWN BY: JAR PRELIMINARY SITE PLAN













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Digitized by Google









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 10, 2015

Jen Petrik
PO Box 2395
Fort Collins, CO 80522

Re: 334 E Oak St - Accessory Dwelling Unit

Description of project: This is a request to construct a carriage house at 334 E Oak St (Parcel #9712316032). The existing shed on-site will be demolished to construct the new carriage house. There will be an additional 6 parking spaces added on-site as part of this project. The site is located in the Neighborhood Conservation – Buffer (NCB) zone district. This proposal will be subject to Administrative (Type I) review.

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

Comment Summary:

Department: Zoning

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

1. A standard parking space is 9' x 19', the site plan shows these as 9' x 18'
2. Option B exceeds the eave height limit on the east side side line.
3. 1 parking space is required per bedroom in the carriage house, how many bedrooms will it have?
4. You are allowed 1881 SF on the rear half of the lot. If the carriage house 1000 SF and the existing garage is 738 SF. That leaves only 143 SF of buildable SF on the rear half for future projects.

Department: Water-Wastewater Engineering

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

1. Existing service is provided by a 4-inch water main in Oak Street and a 6-inch sewer main in the alley. Service to the carriage house is allowed to be connected to the existing service as long as the applicant can show there is adequate capacity in the service lines.

2. The water conservation standards for landscape and irrigation will apply. Information on these requirements can be found at: <http://www.fcgov.com/standards>
3. Development fees and water rights will be due at building permit.

Department: Traffic Operations

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

1. The 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.

Department: Stormwater Engineering

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

1. If there is an increase in imperviousness greater than 5,000 square feet a drainage and erosion control report and construction plans are required and they must be prepared by a Professional Engineer registered in Colorado. The drainage report must address the four-step process for selecting structural BMPs. Standard operating procedures (SOPs) for all onsite drainage facilities need to be prepared by the drainage engineer. If there is less than 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.
2. 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.
3. Alley drainage is a concern, especially in the Old Town area. As part of the drainage design for this site, a drainage analysis will be needed that shows if any additional runoff is being released into the alley and, if so, that this additional runoff has adequate conveyance out to the street without adversely impacting downstream properties.
4. Water quality treatment for 50% of the site is provided for in the Udall Natural Area water treatment facility. However additional onsite water quality treatment is encouraged as described in the Fort Collins Stormwater Manual, Volume 3-Best Management Practices (BMPs). 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>)
5. Low Impact Development (LID) requirements are required on all new or redeveloping property which includes sites required to be brought into compliance with the Land Use Code. These require a higher degree of water quality treatment for 50% of the new impervious area and 25% of new paved areas must be pervious. More information and links can be found at:
<http://www.fcgov.com/utilities/what-we-do/stormwater/stormwater-quality/low-impact-development>
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 at:
<http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees> or contact Jean Pakech at 221-6375 for questions on fees. There is also an erosion

control escrow required before the Development Construction permit is issued. The amount of the escrow is determined by the design engineer, and is based on the site disturbance area, cost of the measures, or a minimum amount in accordance with the Fort Collins Stormwater Manual.

7. The design of this site must conform to the drainage basin design of the Old Town Master Drainage Plan as well the Fort Collins Stormwater Manual.

Department: Historical Preservation

Contact: Karen McWilliams, 970-224-6078, kmcwilliams@fcgov.com

1. The garage was reviewed under the demolition/alteration process, for any historical significance, and was determined to not be individually eligible for landmark recognition. However, the owner needs to contact Karen McWilliams at kmcwilliams@fcgov.com to sign the appropriate paperwork to complete the review process. 8/5/15 Paperwork received.
2. Because this property is located adjacent to several eligible and designated historic properties, new construction would need to be reviewed for compliance with LUC Section 3.4.7.

Department: Fire Authority

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

1. FIRE LANES

Fire access is required to within 150' of all exterior portions of the carriage house. The setback distance from Oak St. exceeds this maximum allowable distance, however, depending upon location of building footprint, fire access may be achievable from Peterson St. Applicant to verify site conditions. Code language provided below.

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

2. WATER SUPPLY

A fire hydrant is required within 400' of the carriage house, as a vehicle would drive. The existing utility infrastructure appears to meet this requirement. Applicant to verify location and distance. Code language 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. PREMISE IDENTIFICATION

The accessory living space needs to be addressed separately from the main residence. The address needs to be posted on the structure and somehow at the road. Code language is provided below.

> IFC 505.1: New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible, visible from the street or road fronting the property, and posted with a minimum of six-inch numerals on a contrasting background. Where access is by means of a private road and the building

cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure.

Department: Environmental Planning

Contact: Rebecca Everette, 970-416-2625, reverette@fcgov.com

1. Will any existing trees be impacted by the project? Notes that Article 3.2.1(C) that requires developments to submit plans that "... (4) protect significant trees, natural systems, and habitat". 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.
2. With respect to landscaping and design, the City of Fort Collins Land Use Code, in Article 3.2.1 (E)(2)(3), requires that you use native plants and grasses in your landscaping or re-landscaping and reduce bluegrass lawns as much as possible.

Department: Engineering Development Review

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

1. Marc Ragasa mragasa@fcgov.com or 221-6603 Please contact him if you have further questions regarding the engineering comments or requirements.
2. 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.
3. 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>
4. 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.
All public sidewalk, driveways and ramps existing or proposed adjacent or within the site need to meet ADA standards, if they currently do not, they will need to be reconstructed so that they do meet current ADA standards as a part of this project.
5. The alley adjacent to this lot is not improved (it is dirt/gravel). In accordance with the Land Use Code if this dwelling unit is considered a Carriage House the alley can remain in its current condition. If the dwelling unit doesn't fit within the Carriage House criteria and is not considered a Carriage House, the alley will need to be designed and improved along the frontage of the lot out to the nearest street in accordance with the standards.
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. This shall including the standard utility easements that are to be provided behind the right-of-way (8 foot along an alley, and 9 foot along all other street classifications).
8. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
9. A Development Construction Permit (DCP) if needed will need to be obtained prior to starting any work on the site.

10. All fences, barriers, posts or other encroachments within the public right-of-way are only permitted upon approval of an encroachment permit. Applications for encroachment permits shall be made to Engineering Department for review and approval prior to installation. Encroachment items shall not be shown on the site plan as they may not be approved, need to be modified or moved, or if the permit is revoked then the site/ landscape plan is in non-compliance.
11. In regards to construction of this site. The public right-of-way shall not be used for staging or storage of materials or equipment associated with the Development, nor shall it be used for parking by any contractors, subcontractors, or other personnel working for or hired by the Developer to construct the Development. The Developer will need to find a location(s) on private property to accommodate any necessary Staging and/or parking needs associated with the completion of the Development. Information on the location(s) of these areas will be required to be provided to the City as a part of the Development Construction Permit application.
- 11.
- 11.

Department: Electric Engineering

Contact: Rob Irish, 970-224-6167, rirish@fcgov.com

1. This site is currently fed from existing electrical equipment at the Northeast corner of the site. Please maintain 8' of clearance in front of the doors of this equipment.
2. The secondary service to the main house runs around the existing shed. This service will most likely have to be relocated to make room for the carriage house. Contact Light & Power Engineering @ 970-221-6700 to discuss options. Any relocation or modification to existing electric facilities will be at the developers expense.

Planning Services

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

1. Your parking area needs to be screened from abutting uses per Land Use Code section 3.2.1(E)(4)(b). 70% of the perimeter shall be screened with either a wall, fence, planters, vegetation, berm or a combination of these materials.
2. Parking spaces 5 and 6 will block the entry to the garage. These spaces will not count towards meeting your parking requirement.
3. The County Assessor states that this property is a Triplex. How many units exist on-site currently? Your parking requirements will depend on the number of units. Here is the breakdown of our parking requirements for two-family and multi-family structures. You will need to provide an additional 2 spaces for the accessory dwelling unit since the unit does not have 40 feet of street frontage.

One unit - 1.5

Two units - 1.75

Three units - 2

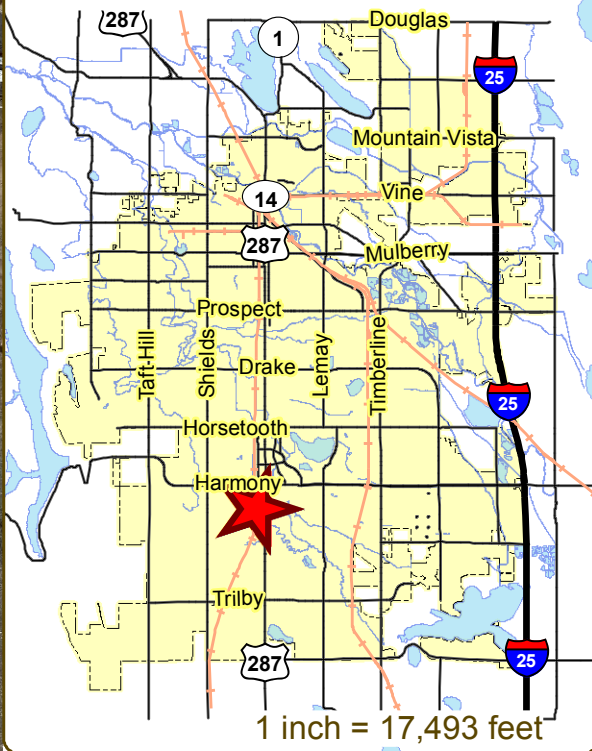
Four and above - 3

4. The entry to the accessory dwelling unit shall contain an entry feature such as a porch, landing or portico per Land Use Code section 4.9(E)(1)(b). This means option B would meet the standard and option A would need a modification to this standard.

5. The exterior eave height on the accessory dwelling unit shall not exceed 13' along a side lot line per Land Use Code section 4.9(E)(2)(b)(1).
6. The parking area shall be setback 5' from the property line per Land Use Code section 3.2.2(J). You will need to get a modification to this standard with the proposals shown.
7. The proposed development project is subject to a Type 1 review and public hearing, the decision maker for Type 1 hearings is an Administrative Hearing Officer. The applicant for this development request is not required to hold a neighborhood meeting for a Type 1 hearing, but if you would like to have one to notify your neighbors of the proposal, please let me know and I can help you in setting a date, time and location for a meeting. Neighborhood Meetings are a great way to get public feedback and avoid potential hiccups that may occur later in the review process.
8. Please see the Development Review Guide at www.fcgov.com/drg. This online guide features a color coded flowchart with comprehensive, easy to read information on each step in the process. This guide includes links to just about every resource you need during development review.
9. This development proposal will be subject to all applicable standards of the Fort Collins Land Use Code (LUC), including Article 3 General Development Standards. The entire LUC is available for your review on the web at <http://www.colocode.com/ftcollins/landuse/begin.htm>.
10. If this proposal is unable to satisfy any of the requirements set forth in the LUC, a Modification of Standard Request will need to be submitted with your formal development proposal. Please see Section 2.8.2 of the LUC for more information on criteria to apply for a Modification of Standard.
11. Please see the Submittal Requirements and Checklist at:
<http://www.fcgov.com/developmentreview/applications.php>.
12. The request will be subject to the Development Review Fee Schedule that is available in the Community Development and Neighborhood Services office. The fees are due at the time of submittal of the required documents for the appropriate development review process by City staff and affected outside reviewing agencies. Also, the required Transportation Development Review Fee must be paid at time of submittal.
13. When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.

4858 S College Ave Emergency Room

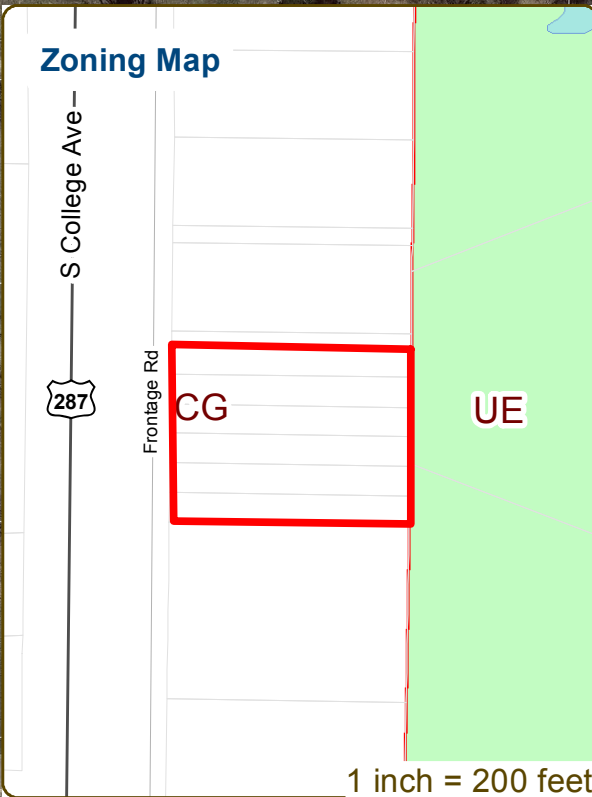
Vicinity Map



Aerial Site Map



Zoning Map



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CONCEPTUAL REVIEW:
APPLICATION

General Information

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

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

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

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

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

Jerry Davidson, P.E.

Business Name (if applicable) Perception Design Group, Inc.

Your Mailing Address 6901 S. Pierce St., Suite 350 Littleton, CO 80128

Phone Number 303-232-8088 **Email Address** jdavidson@perceptiondesigngroup.com

Site Address or Description (parcel # if no address) 4858 S. College Ave.

Description of Proposal (attach additional sheets if necessary) Construct new 7,000 sf stand alone emergency room

Proposed Use Medical / Clinic **Existing Use** Vacant Ground

Total Building Square Footage 7,013 **S.F. Number of Stories** 1 **Lot Dimensions** 200'x250'

Age of any Existing Structures None

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

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

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

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

Increase in Impervious Area 37,500 +/- **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?

CEDAR PARK EMERGENCY ROOM

LOT 10, LESS THE NORTH 15 FEET; ALL OF LOTS 11, 12, 13, 14, 15 AND 16, REPLAT OF A PART OF FAIRWAY ESTATES
SECTION 1, TOWNSHIP 6 NORTH, RANGE 69 WEST, 6TH PM, LARIMER COUNTY, COLORADO

CITY OF FORT COLLINS, COUNTY OF LARIMER, STATE OF COLORADO.
4858 SOUTH COLLEGE AVENUE

OWNERSHIP CERTIFICATION

KNOW ALL MEN BY THESE PRESENT THAT:

COLORADO EC LAND, LLC AND/OR ASSIGNS BEING ALL THE LAWFUL RECORDED OWNERS OF THE PROPERTY SHOWN ON THIS DEVELOPMENT PLAN, EXCEPT ANY EXISTING PUBLIC STREETS, ROADS, OR HIGHWAYS, DO HEREBY CERTIFY THAT I/WE ACCEPT THE CONDITIONS AND RESTRICTIONS SET FORTH ON SAID PLAN AND IN THE CONDITIONS OF APPROVAL BY THE CITY OF FORT COLLINS, DATED _____, AND THAT I/WE CONSENT TO THE RECORDATION OF ANY INFORMATION PERTAINING THERETO.

OWNER: COLORADO EC LAND, LLC

BY: _____

DATE: _____

NOTARY PUBLIC

DIRECTOR OF PLANNING

APPROVED BY THE DIRECTOR OF PLANNING OF THE CITY OF FORT COLLINS, COLORADO ON THIS _____ DAY OF _____, A.D., 2012

DIRECTOR OF PLANNING

LEGEND

- PROPERTY LINE
- EXISTING CURB AND GUTTER
- PROPOSED CURB AND GUTTER
- PROPOSED SIDEWALK
- PROPOSED HANDICAP RAMP WITH DETECTABLE WARNING
- PROPOSED HANDICAP PARKING STALL
- PROPOSED PARKING COUNT PER ROW
- PROPOSED LANDSCAPED AREA
- FIRE HYDRANT
- PROPOSED POLE MOUNT LIGHT
- NPFL NO PARKING FIRE LANE SIGN
- HC HANDICAP PARKING SIGN
- OWDNE ONE WAY DO NOT ENTER SIGN
- EXISTING CONTOUR
- GAS METER
- TRANSFORMER

VICINITY MAP

1" = 1,000'



PARKING TABULATION

BUILDING	AREA	MAX ALLOWABLE PARKING RATIO	MAXIMUM STALLS ALLOWED	TOTAL STALLS PROVIDED
MEDICAL CLINIC	7,013 SF	4.5/1,000 SF	32	29

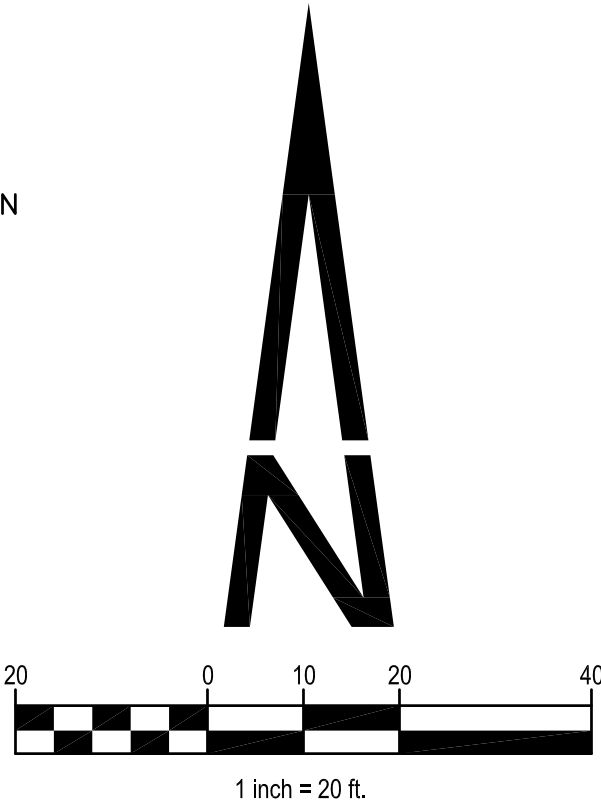
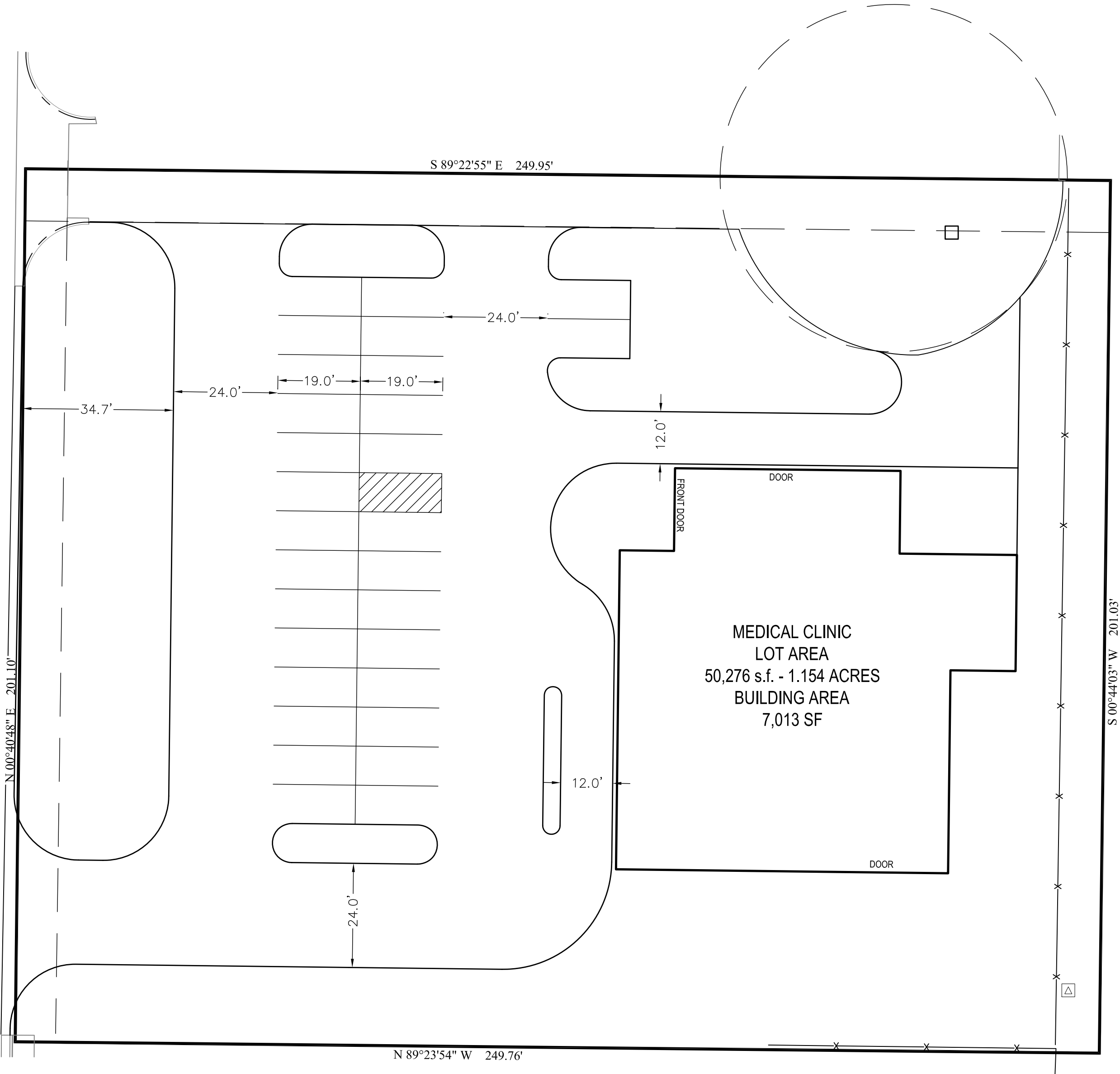
ACCESSIBLE REQUIRED 2
ACCESSIBLE PROVIDED 2
BIKE PARKING REQUIRED 1 (5% OF 29 CAR SPACES)
BIKE PARKING PROVIDED 1

SITE DATA BLOCK

ZONING	X	
LAND USE	X	
LOT AREA	X	
MAXIMUM BUILDING HEIGHT	X	
BUILDING COVERAGE	X	X %
PARKING, SIDEWALK, AND DRIVEWAY	X	X %
LANDSCAPE AREA	X	X %
PARKING LOT AREA	X	
INTERIOR PARKING LOT LANDSCAPE REQUIRED	X	X %
INTERIOR PARKING LOT LANDSCAPE PROVIDED	X	X %
FLOOR AREA RATIO	X	

LEGAL DESCRIPTION

LOT 10, LESS THE NORTH 15 FEET; ALL OF LOTS 11, 12, 13, 14, 15 AND 16, REPLAT OF A PART OF FAIRWAY ESTATES



JULY 23, 2015

Perception
Design Group, Inc.

Consulting Civil Engineers
6901 South Pierce Street, Suite 350
Littleton, Colorado 80128
303-232-6088



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 17, 2015

Jerry Davidson
Perception Design Group, Inc.
6901 S Pierce St., Suite 350
Littleton, CO 80128

Re: 4858 S College Ave - Emergency Room

Description of project: This is a request to build a new medical center/hospital at 4858 S College Avenue (see parcel list below). The proposal would replat 6 existing parcels into one and construct a new 7,000 square foot building for use as a stand-alone emergency room with 29 parking spaces. The site is located in the General Commercial (C-G) zone district. Hospitals are subject to Planning & Zoning Board (Type 2) review in the C-G zone district.

Parcel #s: 9601208016, 9601208015, 9601208014, 9601208013, 9601208012, & 9601208011

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

1. LUC 3.2.2(K)(5) Handicap parking spaces are required in numbers per this section. If you have 1-25 parking spaces you'll need one van accessible handicap space.
2. LUC 3.2.5 All development shall provide adequately sized conveniently located, accessible trash and recycling enclosures.
3. Light sources shall be concealed and fully shielded and shall feature sharp cut-off capability so as to minimize up-light, spill-light, glare and unnecessary diffusion on adjacent property.
4. LUC 3.5.1 (I) (6) All rooftop mechanical equipment shall be screened from public view from both above and below by integrating it into building and roof design to the maximum extent feasible
- 4.

Department: Water-Wastewater Engineering

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

1. This site is not located within the City of Fort Collins service area for water and sewer. Service will be provided by South Fort Collins Sanitation District and Fort Collins/Loveland Water District.

Department: Traffic Operations

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

1. You'll need to do some level of traffic review - likely just a memo that will address trip generation, access (both interim and long term), etc. Have your traffic engineer contact me to scope the study.
2. Please see the engineering development review comments regarding the long term access plans and adopted access control plans.
3. The roadway frontage will need to be improved to include especially sidewalk to complete pedestrian connectivity.

Department: Stormwater Engineering

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

1. A drainage report, erosion control report, and construction plans are required and they must be prepared by a Professional Engineer registered in Colorado. The drainage report must address the four-step process for selecting structural BMPs. Standard operating procedures (SOPs) for all onsite drainage facilities need to be prepared by the drainage engineer and there is a final site inspection required when the project is complete and the maintenance is handed over to an HOA or another maintenance organization. The erosion control report requirements are in the Fort Collins Stormwater Manual, Section 1.3.3, Volume 3, Chapter 7 of the Fort Collins Amendments. If you need clarification concerning this section, please contact the Erosion Control Inspector, Jesse Schlam at 224-6015 or jschlam@fcgov.com.
2. Onsite detention is required for the runoff volume difference between the 100 year developed inflow rate and the 2 year historic release rate. The outfall for this site is Fossil Creek. Some investigation by the project team will be needed to determine an outfall route. Existing drainage swales located on properties to the south may be used as part of the outfall as long as Drainage Easements exist or are granted by the land owner.
3. Fifty percent of the site runoff is required to be treated using the standard water quality treatment as described in the Fort Collins Stormwater Manual, Volume 3-Best Management Practices (BMPs). (<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guidelines-regulations/stormwater-criteria>) Extended detention is the usual method selected for water quality treatment; however the use of any of the BMPs is encouraged.
4. Low Impact Development (LID) requirements are required on all new or redeveloping property which includes sites required to be brought into compliance with the Land Use Code. These require a higher degree of water quality treatment for 50% of the new impervious area and 25% of new paved areas must be pervious. More information and links can be found at:
<http://www.fcgov.com/utilities/what-we-do/stormwater/stormwater-quality/low-impact-development>
5. The city wide Stormwater development fee (PIF) is \$7,817/acre (\$0.1795 sq.-ft.) for new impervious area over 350 sq.-ft., and there is a \$1,045.00/acre (\$0.024/sq.-ft.) review fee.

No fee is charged for existing impervious area. These fees are to be paid at the time each building permit is issued. Information on fees can be found 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 Fossil Creek Basin Master Drainage Plan as well the Fort Collins Stormwater Manual.

Department: Fire Authority

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

1. FIRE LANES

Fire access is required to within 150' of all exterior portions of the ground floor. Based upon the proposed site plan, an Emergency Access Easement will be required. Furthermore, the site plan does not appear to provide complete access coverage unless the building is to be equipped with a fire sprinkler system. Code language and fire lane specifications provided below.

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

FIRE LANE SPECIFICATIONS

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

- > Shall be designated on the plat as an Emergency Access Easement.
 - > Maintain the required 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.
 - > Additional access requirements exist for buildings greater than 30' in height. Refer to Appendix D of the 2012 IFC or contact PFA for details.
- International Fire Code 503.2.3, 503.2.4, 503.2.5, 503.3, 503.4 and Appendix D; FCLUC 3.6.2(B)2006 and Local Amendments.

2. WATER SUPPLY

Hydrant spacing and flow must meet minimum requirements based on type of occupancy. A hydrant is required within 300' of the building. This distance is measured as a vehicle would drive. It is unclear if this requirement is being met with the existing utility infrastructure already available in the area. Applicant to verify distance, pressure and volume. Code language 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 VS SPRINKLER SYSTEM

Buildings exceeding 5000 square feet shall be sprinklered or fire contained. If containment is used, the containment construction shall be reviewed and approved by the Poudre Fire Authority prior to installation. Please contact Assistant Fire Marshal, Joe Jaramillo with any fire sprinkler related questions at 970-416-2868.

4. FIRE ENGINE STAGING

As fire apparatus will regularly accompany an ambulance to the ER, please provide a designated area for fire apparatus parking as part of the comprehensive site plan.

5. MEDICAL GASES

Storage and configuration of medical gases to be reviewed and approved at time of building permit. A Hazardous Materials Impact Analysis may be requested at that time also.

6. EMERGENCY GENERATOR

The storage and use of diesel fuel or propane, for the purposes of supplying an emergency generator, shall comply with any applicable sections of Chapter 34 of the International Fire Code on Flammable and Combustible Liquids. Any building, structure, or shelter housing the generator shall be properly signed and labeled. A separate permit is required if the fuel source is provided by an AST. Spill control may be required; TBD at time of building permit.

7. PUBLIC-SAFETY RADIO AMPLIFICATION SYSTEM

New buildings require a fire department, emergency communication system evaluation after the core/shell but prior to final build out. For the purposes of this section, fire walls shall not be used to define separate buildings. Where adequate radio coverage cannot be established within a building, public-safety radio amplification systems shall be designed and installed in accordance with criteria established by the Poudre Fire Authority. Poudre Fire Authority Bureau Admin Policy #07-01

8. OTHER COMMENTS

Other fire department comments may be needed at time of building permit.

Department: Environmental Planning

Contact: Rebecca Everette, 970-416-2625, reverette@fcgov.com

1. There is an irrigation ditch that runs along the eastern edge of the site that may serve as wildlife habitat, so an Ecological Characterization Study (ECS) is required by Section 3.4.1 (D)(1). Please note the buffer zone standard of 50 feet, for ditches that are identified as wildlife corridors, as outlined in Section 3.4.1(E) of the Land Use Code, as you proceed with your site design process. Based on site conditions, a memo-based ECS can be submitted that addresses (a) what wildlife utilize the ditch both on this site and in the broader area, (b) based on your ecologist's professional opinion, whether or not the ditch in this area qualifies as a wildlife corridor, and (C) the extent of the wetlands along the ditch. Once I have this information, staff will be able to better evaluate whether the buffer zone standards should be applied and the implications to your project as a result. Please note that the Ecological Characterization Study is due a minimum of 10 days prior to the PDP submittal.
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. 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.

4. Our city has an established identity as a forward-thinking community that cares about the quality of life it offers its citizens and has many sustainability programs and goals that may benefit your project. Of particular interest may be the:

1. ClimateWise program: <http://www.fcgov.com/climatewise/>

2. Zero Waste Plan and the Waste Reduction and Recycling Assistance Program (WRAP): http://www.fcgov.com/recycling/pdf/_20120404_WRAP_ProgramOverview.pdf, contact Caroline Mitchell at 970-221-6288 or cmtichell@fcgov.com

3. Green Building and the Climate Action Plan:

<http://www.fcgov.com/enviro/green-building.php>, contact Tony Raeker at 970-416-4238 or traeker@fcgov.com

4. Nature in the City Strategic Plan: <http://www.fcgov.com/planning/natureinthecity/?key=advanceplanning/natureinthecity/>, contact Justin Scharton at 970-221-6213 or jscharton@fcgov.com

Please consider the City's sustainability goals and ways for your development to engage with these efforts.

5. Additional landscaping (and particularly trees) along the eastern edge of the property would help screen and buffer this project from the adjacent residential uses, as well as protect and contribute to wildlife habitat in that area.

Department: Engineering Development Review

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

1. Marc Ragasa mragasa@fcgov.com or 221-6603 will be the Engineer assigned to this project. Please contact him if you have further questions regarding the engineering comments or requirements.
2. 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.
3. 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>
4. 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.
5. Any public improvements must be designed and built in accordance with the Larimer County Urban Area Street Standards (LCUASS). They are available online at: <http://www.larimer.org/engineering/GMARdStds/UrbanSt.htm>
6. This project is responsible for dedicating any right-of-way and easements that are necessary for this project. This shall including the standard utility easements that are to be provided behind the right-of-way (15 foot along an arterial).
7. This site is adjacent to CDOT roadway and all access to the site is governed by an access control plan. The access control plan identifies that access will be allowed from the frontage road in the interim. But identifies that in the long range that the frontage road will go away and primary access to the lots along here will be from a 'local access circulator' roadway that is to be located along the east edge of all of these lots. The plan also identifies that a direct access point (right-in right-out) will be allowed from College (SH287). This access will need to connect to the 'local access circulator'. The site plan layout will need to be such that it will accommodate the access as it exists, but also provide for the access in the future. Copies of the Long Range Access Plan sheets (figures 5-7 and 5-8) and the Environmental

Overview Sheet Appendix page 24 was given to the applicant at the meeting.

8. The property is responsible for the local access circulator along the east edge of the property (dedication, design and construction). Since this drive is not needed at this time the Developer will not be required to build it but is required to provide a 20 foot public access easement for the future drive along the east edge of the property and across the property from SH287 to the local access circulator and provide a payment in lieu for the future design and construction of this drive.
9. The property is responsible for the local street frontage improvements (curb, gutter, 4 ½ feet of sidewalk, and a portion of pavement) along the frontage of the property. In lieu of constructing this sidewalk, which cannot be placed in its ultimate location at this time since it would be located in the middle of the frontage road, a payment in lieu for the developments portion of the sidewalk cost will be collected as part of the approval of this project. If paid in 2015 the payment in lieu would be \$47 multiplied by the length of the properties frontage. Upon payment the developments obligation for this will be met.
10. Plans will be routed to CDOT for review and approval and the applicant will need to obtain an access permit from CDOT for accesses onto the frontage road.
11. Please know that the frontage road is not maintained by the City as it is a CDOT facility.
12. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.
13. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.
14. LCUASS parking setbacks (Figure 19-6) apply and will need to be followed depending on parking design.
15. Any rain gardens within the right-of-way cannot be used to treat the development/ site storm runoff. We can look at the use of rain gardens to treat street flows – the design standards for these are still in development.
16. Bike parking required for the project cannot be placed within the right-of-way and if placed just behind the right-of-way need to be placed so that when bikes are parked they do not extend into the right-of-way.
17. In regards to construction of this site. The public right-of-way shall not be used for staging or storage of materials or equipment associated with the Development, nor shall it be used for parking by any contractors, subcontractors, or other personnel working for or hired by the Developer to construct the Development. The Developer will need to find a location(s) on private property to accommodate any necessary Staging and/or parking needs associated with the completion of the Development. Information on the location(s) of these areas will be required to be provided to the City as a part of the Development Construction Permit application.

Department: Electric Engineering

Contact: Rob Irish, 970-224-6167, rirish@fcgov.com

1. This site has existing 3-phase primary running along the East edge of the property. This primary will serve as the feed for this property. Any relocation or modification to the existing electric facilities will be at the developers expense.
2. If the existing electric facilities are not in a utility easement one will need to be platted for them and any new electric infrastructure on the site.
3. A C-1 Form and a One-line will be required to determine power needs. A transformer location needs to be shown within 10' of a paved surface accessible by a line truck.
4. Electric Capacity Fee, Building Site & system modification charges will apply for this site. Please see the following link for Light & Powers Estimated charges and Electric

Planning Services

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

1. An emergency room would be classified as a hospital, which is a permitted use in the General Commercial zone district subject to Planning & Zoning Board (Type 2) review.

Projects subject to Planning & Zoning Board review require a neighborhood meeting prior to formal project submittal.

2. LUC 3.5.3(C)(2)(b) Build-to line standards will apply for this project, and would require the building to move closer to the street, with at least 30% of the front building face located at least 10 and no more than 25 feet from the right-of-way.

In addition, no parking is permitted between the building and street and should instead be located behind or to the side of the structure.

3. As building design is considered, please review LUC 3.5.3(E) which details building base and top treatments and minimum wall articulation standards.
4. Additional details may be needed to determine minimum and maximum parking requirements. The general parking standards for hospitals considers the number employees and beds, which may not apply to this project.

Based on a 7,000 square foot building, two bicycle spaces will also be needed, with at least one of the spaces enclosed or protected from the elements.

5. Parking lot setbacks are 15-feet from an arterial street, and 5-feet along side and rear lot lines.
6. Landscaping standards may be found in LUC 3.2.1. Please review requirements for tree-stocking around the building. This section also details screening of parking areas which generally require shrubs and trees along a majority of the parking lot perimeter, as well as fencing/walls adjacent to residential uses.
7. A site plan, landscape plan, building elevations, and photometric plan will be required at project submittal.
8. The proposed development project is subject to a Type 2 (Planning and Zoning Board) review and public hearing. The applicant for this development request is required to hold a neighborhood information meeting prior to formal submittal of the proposal. Neighborhood meetings offer an informal way to get feedback from your surrounding neighbors and discover any potential hiccups prior to the formal hearing. Please contact me, at 221-6750, to assist you in setting a date, time, and location. I and possibly other City staff, would be present to facilitate the meeting.
9. 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.
10. 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>.

- 11.** 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.
- 12.** Please see the Submittal Requirements and Checklist at:
<http://www.fcgov.com/developmentreview/applications.php>.
- 13.** 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.
- 14.** When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970)221-6750.

Pre-Submittal Meetings for Building Permits

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

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

Construction shall comply with the following adopted codes as amended:

20012 International Building Code (IBC)
2012 International Residential Code (IRC)
20012 International Energy Conservation Code (IECC)
2012 International Mechanical Code (IMC)
2012 International Fuel Gas Code (IFGC)
2012 International Plumbing Code (IPC) as amended by the State of Colorado
2014 National Electrical Code (NEC) as amended by the State of Colorado

Accessibility: State Law CRS 9-5 & ICC/ANSI A117.1-2009.

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

Frost Depth: 30 inches.

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

Seismic Design: Category B.

Climate Zone: Zone 5.

Energy Code Use

1. Single Family; Duplex; Townhomes: *2012 IRC* Chapter 11 or *2012 IECC* Chapter 4.
2. Multi-family and Condominiums 3 stories max: *2012 IECC* Chapter 4 Residential Provisions.
3. Commercial and Multi-family 4 stories and taller: *2012 IECC* Chapter 4 Commercial Provisions.

Fort Collins Green Code Amendments effective starting 2/17/2014. A copy of these requirements can be obtained at the Building Office or contact the above phone number.

City of Fort Collins
Building Services
Plan Review
970-416-2341