



Current Planning
281 North College Avenue
PO Box 580
Fort Collins, CO 80522
970.221.6750
970.224.6134 - fax
fcgov.com/currentplanning

August 3, 2009

Dear Resident:

On **Thursday, August 27, 2009, at 6:00 p.m. in the Community Room at 215 Mason Street**, the City of Fort Collins Current Planning Department will conduct a neighborhood information meeting to discuss a development proposal in your neighborhood.

The potential development is known as **209 Meldrum Street – Otter Products Corporate Headquarters**. The applicant proposes enlarging an existing building located at 209 Meldrum Street. This site is in the Neighborhood Conservation Buffer (NCB) Zone District. The existing 1.5 story building is approximately 14,000 square feet and the proposed addition would be 3 stories with approximately 38,000 square feet. The addition will preserve the majority of existing parking spaces and the applicant plans to lease parking in nearby private parking facilities. The proposed use is considered an office use with structural additions, which is subject to Planning and Zoning Board Review. A vicinity map is attached.

The purpose of this meeting is to give all participants the opportunity to ask questions of the applicant and express their concerns in an informal setting. The applicant will be present to discuss the proposal. Also, City representatives will be present to respond to questions about the proposed development and City policies and regulations.

A formal development request has not yet been made to the City; and, **no decisions will result from this meeting**. The project must complete the standard development review process, concluding with a public hearing, where a decision on the project will be made.

The list of affected property owners for this public information meeting is derived from official records of the Larimer County Assessor. Because of the lag time between home occupancy and record keeping, or because of rental situations, a few affected property owners may have been missed. Please feel free to notify your neighbors of this pending meeting so all neighbors may have the opportunity to attend. If you are unable to attend this meeting, written comments are welcome.

If you have any questions regarding this matter, please call our office at (970)221-6750.

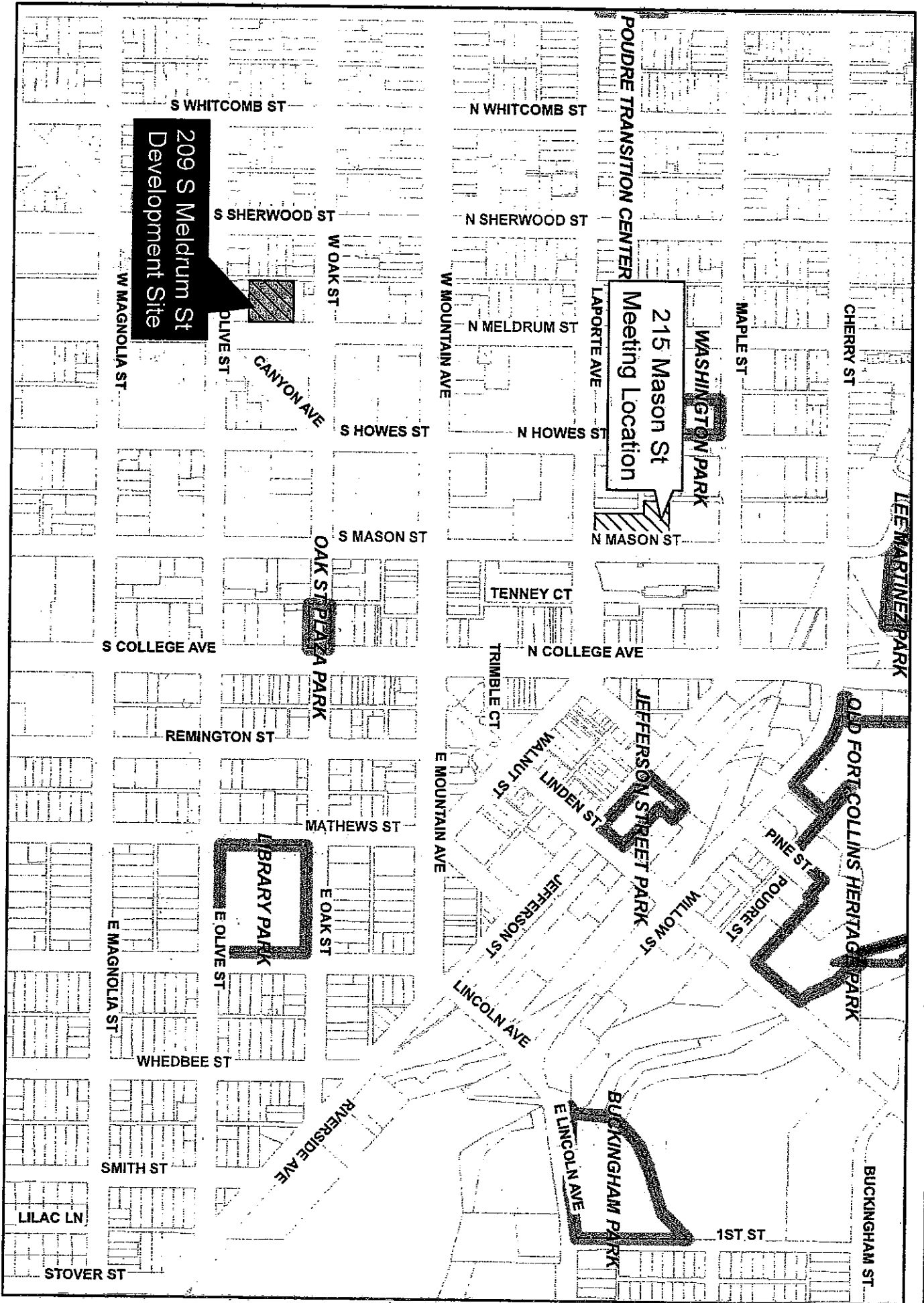
Sincerely,

A handwritten signature in black ink, appearing to read "Emma McArdle".

Emma McArdle
City Planner

* The City of Fort Collins will make reasonable accommodations for access to City services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970)221-6750 for assistance.

* Please access the building through the north entrance and follow signs to the Community Room.



**209 S Meldrum St
Development Site**

**215 Mason St
Meeting Location**

WASHINGTON PARK

OAK ST PLAZA PARK

LIBRARY PARK

BUCKINGHAM PARK

209 S Meldrum Street
Otter Products Corporate Headquarters

Vicinity Map

1 Inch = 600 feet