

Conceptual Review Agenda

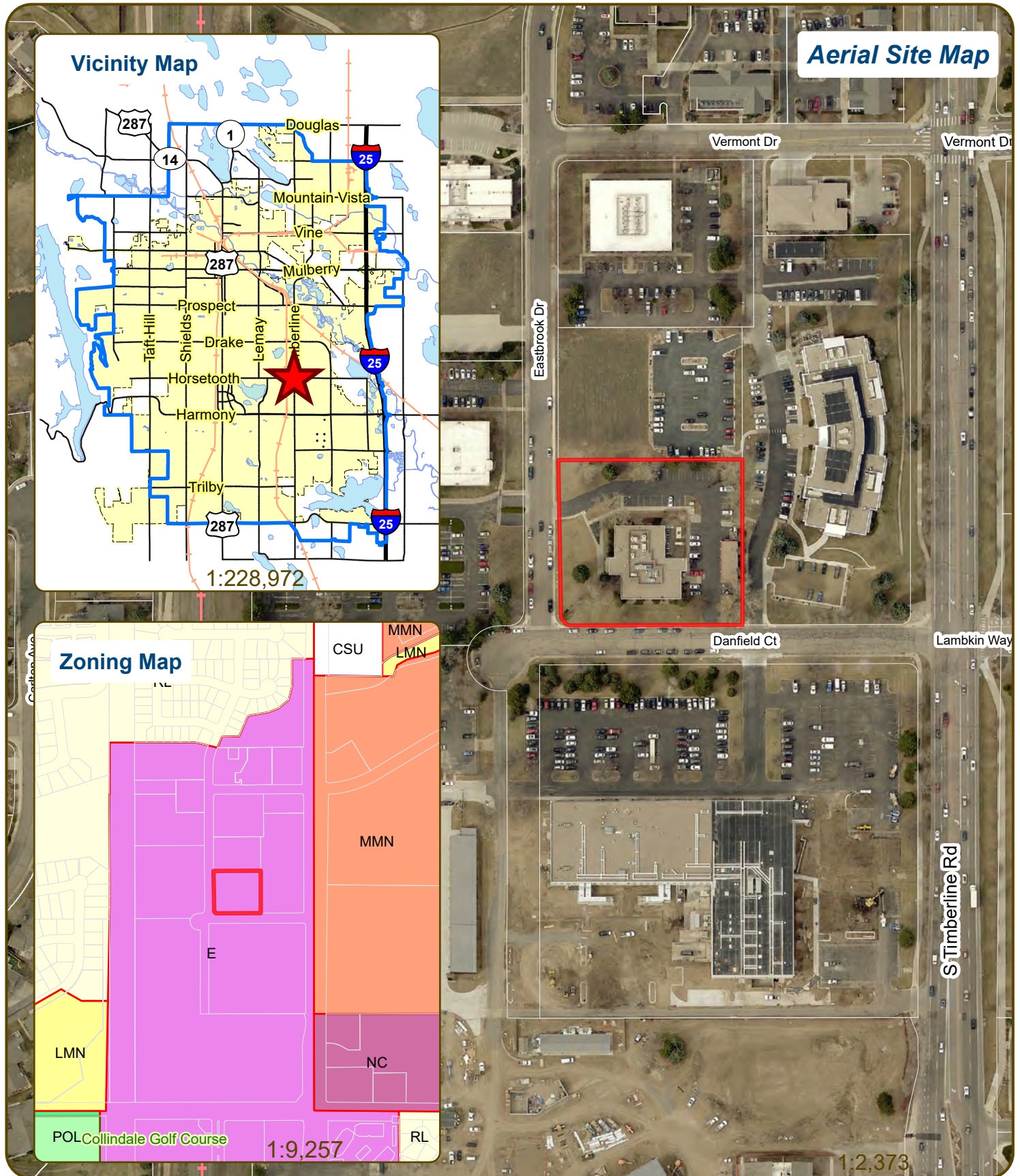
Schedule for 09/08/22

Meetings hosted via Zoom Web Conferencing

Thursday, September 08, 2022

Time	Project Name	Applicant Info	Project Description	
9:15	Bohlender Funeral Chapel CDR220067	Gary Bohlender 970-482-4244 gary@bohlenderfuneralchapel.com	This is a request for the change of use to funeral home at 3350 Eastbrook Dr. (Parcel # 8730406005). The applicant proposes a change of use from office to funeral home and crematory and would include the addition of a canopy over front entrance for pedestrian use and loading area for hearse transportation when needed. Revised landscaping and additional parking is also proposed. Existing access is taken directly from Eastbrook Dr. to the west and Danfield Ct. to the south. The 1.57-acre site is approximately 0.22 miles south of E Horsetooth Rd. and 0.06 miles west of S Timberline Rd. The site is within the Employment District (E) zone district and will be subject to a Major Amendment Planning & Zoning Commission (Type 2) Review.	Planner: Will Lindsey Engineer: Sophie Buckingham DRC: Todd Sullivan

Bohlender Funeral Chapel Funeral Home and Crematory



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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. The applicant acknowledges that they are acting with the owner's consent.

Conceptual Reviews are scheduled on three Thursday mornings per month on a "first come, first served" basis and are a free service. One 45 meeting is allocated per applicant and only three conceptual reviews are done each Thursday morning. A completed application must be submitted to reserve a Conceptual Review time slot. **Complete applications and sketch plans must be submitted to City Staff on Thursday, no later than end of day, two weeks 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) Gary & Kristin Bohlender - Owners

Business Name (if applicable) Bohlender Funeral Chapel

Your Mailing Address 121 W. Olive Street, Ft. Collins, CO 80524

Phone Number 970-482-4244 **Email Address** glbnk1b@msn.com or gary@bohlenderfuneralchapel.com

Site Address or Description (parcel # if no address) 3350 Eastbrook Drive, Ft. Collins, CO 80524

Description of Proposal (attach additional sheets if necessary) relocation of funeral home and crematory;

Proposed Use funeral home **Existing Use** Wifi host and other businesses

Total Building Square Footage 21249 **S.F. Number of Stories** 2 **Lot Dimensions** _____

Age of any Existing Structures 38

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 none

(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?

Project Narrative

(a) What are you proposing/use?

- Convert an existing 2-story building located at 3350 Eastbrook Drive into a funeral home with crematory.
- Added canopy over front entrance for pedestrian use and loading area for hearse transportation when needed.
- Proposed Land Uses: Funeral home and crematory.

(b) What improvements and uses currently exist on the site?

- Existing Land Uses: Office / Data Center Building
- Existing Improvements – small paved loading drive and added parking.

(c) Describe the site circulation (auto and pedestrian), parking and how it coordinates with the existing neighborhood.

- Auto Circulation – accesses will remain in the following locations:
 - Danfield Court – one full movement access
 - Eastbrook Drive – one full movement access
- Ped Circulation
 - Sidewalks will remain along abutting public streets.
 - Internal private pathways will remain to maintain connection to building entries and other outdoor people spaces.
 - A small plaza is envisioned at the southwest corner of the building connecting to the lobby and hearse loading area.

(d) Describe site design and architecture.

- The existing building is at 2-story brick façade. The proposed canopies will be designed to provide a contemporary design and enhance the main entry to building. Materials proposed will be consistent and complimentary to the existing building as well as the E-employment zone district. The site design will be designed to maintain general pedestrian walkability. Additional parking is planned to allow for assembly events.

(e) How is your proposal compatible with the surrounding area?

- The opportunity to relocate our funeral home to Eastbrook Drive fits well with the current office building use in the area. We plan to provide minimal exterior enhancements but enough to update the building. We will not increase the footprint of the current building aside from some exterior pergolas needed for shelter on the west side of the building. Our small staff of 6-8 will comprise most of the activity in and around the building on a daily basis, allowing us to keep the building and space quiet at least 75% of the time. We plan to increase parking options on the property and at the same time maintain as much green space as we can to keep with the open space already on the property.

(i) How does the proposal impact natural features?

- There are several existing trees located on the site. Some of the trees will be impacted by the proposed canopies and added parking. Existing trees will be assessed.

(j) Do any existing structures have automatic fire sprinklers? Will the new structures have fire sprinklers?

- Existing structure does have an automatic fire sprinkler. The fire suppression system will require minimal alterations for interior modifications.

(l) Have you previously submitted an application?

- No

(m) What specific questions, if any, do you want addressed?

- The building owner is interested in entering into a shared agreement for staggered times to provide the additional parking needs during assemblies, we assume this agreement will need to be verified by the city and provided in any final documents required for the project. Correct?
- The proposed use (funeral home) is considered a secondary use. Therefore, all secondary uses shall be integrated both in function and appearance into a larger employment district development plan that emphasizes primary uses. A secondary use shall be subject to administrative review or Planning and Zoning Board review as required for such use in Section 4.27(B). The following permitted uses shall be considered secondary uses in this zone district and together shall occupy no more than twenty-five (25) percent of the total gross area of the development plan. We assume the proposal does not occupy more than 25 percent the total gross area. Correct?
- The proposed change of use from business use to funeral home we assume per the Existing Buildings Exemption: Change in use of an existing building shall be exempt from minimum parking requirements. For the expansion or enlargement of an existing building which does not result in the material increase of the building by more than twenty-five (25) percent, but not to exceed five thousand (5,000) square feet in the aggregate, shall be exempt from minimum parking requirements. For the redevelopment of a property which includes the demolition of existing buildings, the minimum parking requirement shall be applied to the net increase in the square footage of new buildings. Correct?

Site Plan

(a) Project site boundary and adjacent property uses

- Adjacent Land Uses
 - West – Eastbrook Drive - E-District
 - North – small business use
 - East – small business use
 - South – Danfield Court

(b) Proposed circulation system, and how it ties into existing infrastructure (pedestrian and auto)

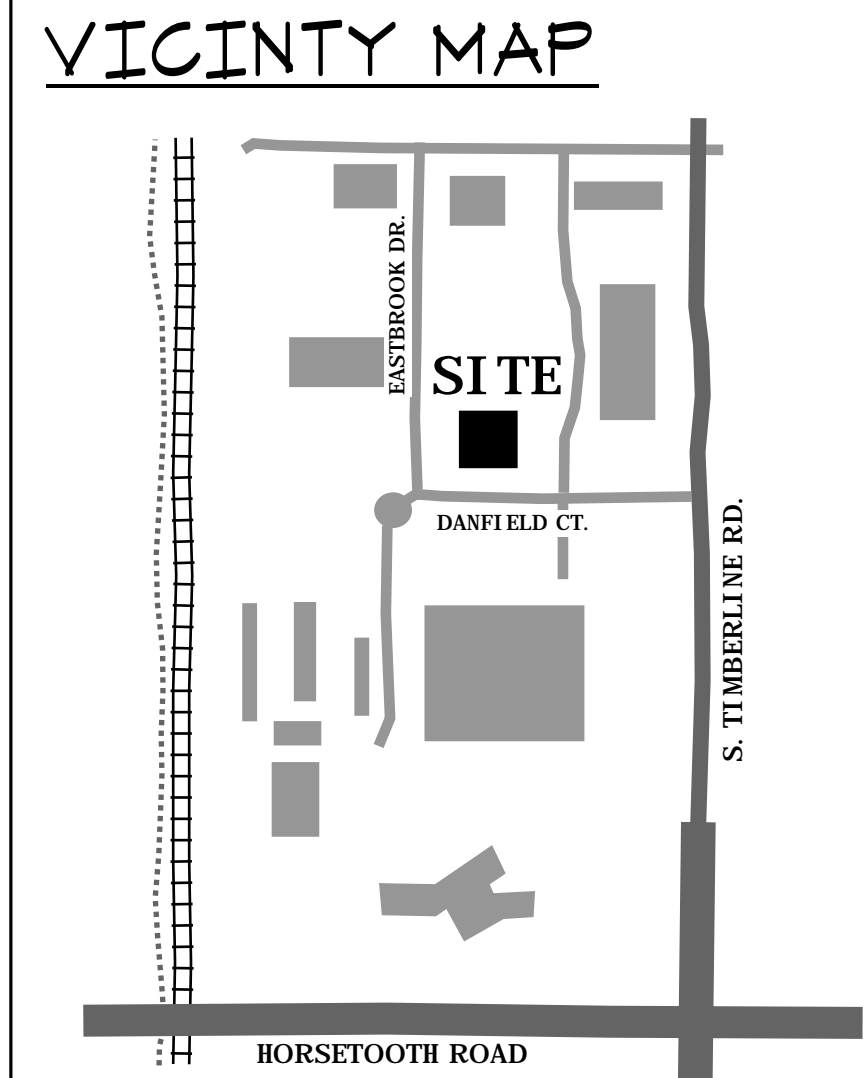
- See description in Project Narrative above

(c) Existing and proposed landscaping (Will trees be removed?)

- Existing berming against the building on the west and east elevations is planned to be removed and plantings limited to low maintenance and low water needs.
- Several existing trees will be removed. Where possible, existing healthy trees may be preserved.



BOHLENDER FUNERAL HOME
3350 EASTBROOK DRIVE, FORT COLLINS, CO

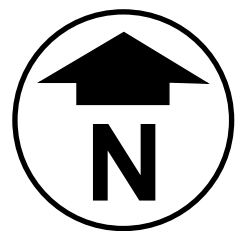
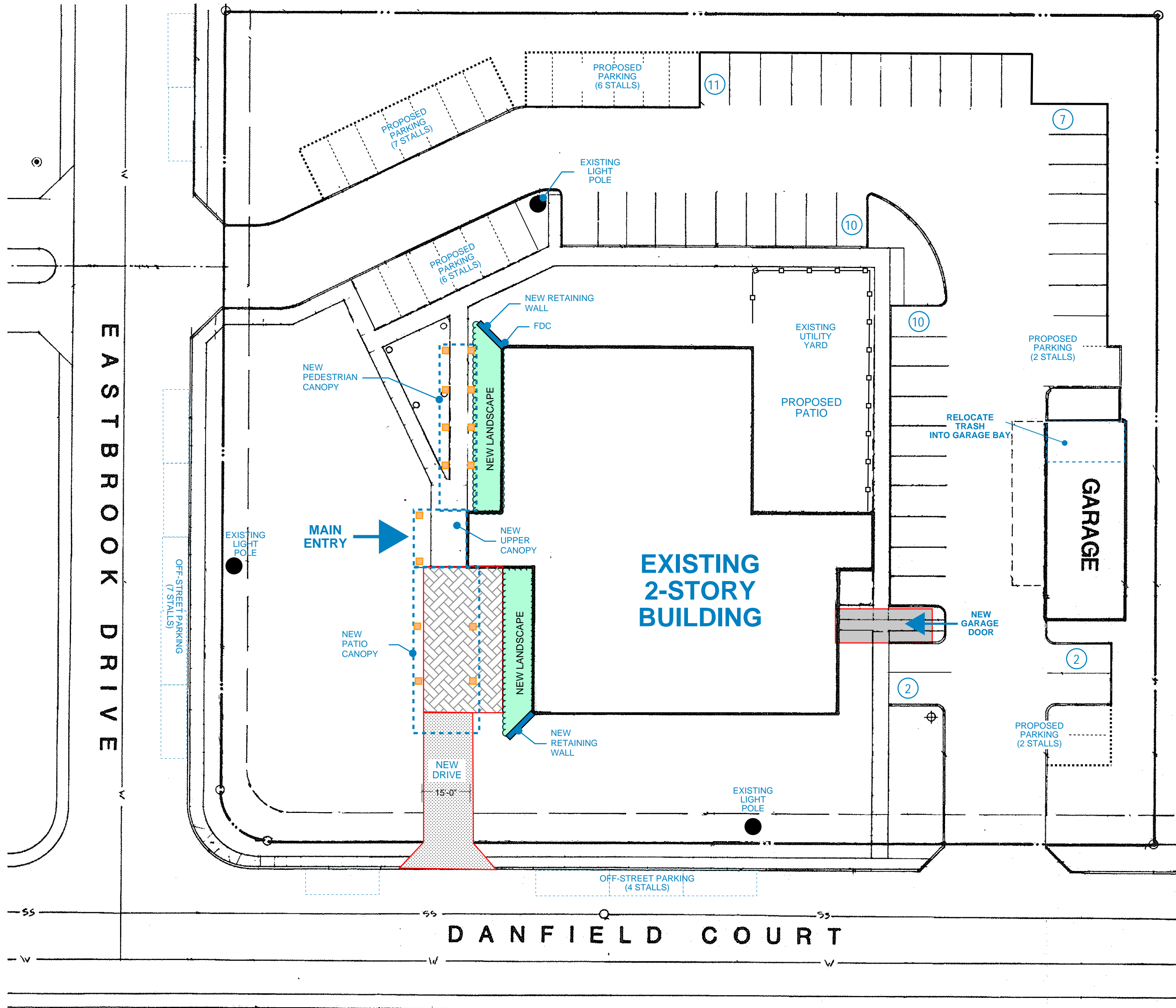


PARKING CALCULATIONS

EXISTING ON-SITE	= 42
EXISTING OFF-SITE	= 11
NEW	= 23
TOTAL	= 76

ASSEMBLY SPACE

MAIN CHAPEL = 3,500sf
* 200 SEATING CAPACITY



OVERALL CONCEPT SITE PLAN
N.T.S.