

# Conceptual Review Agenda

Schedule for 12/15/22

Meetings hosted via Zoom Web Conferencing

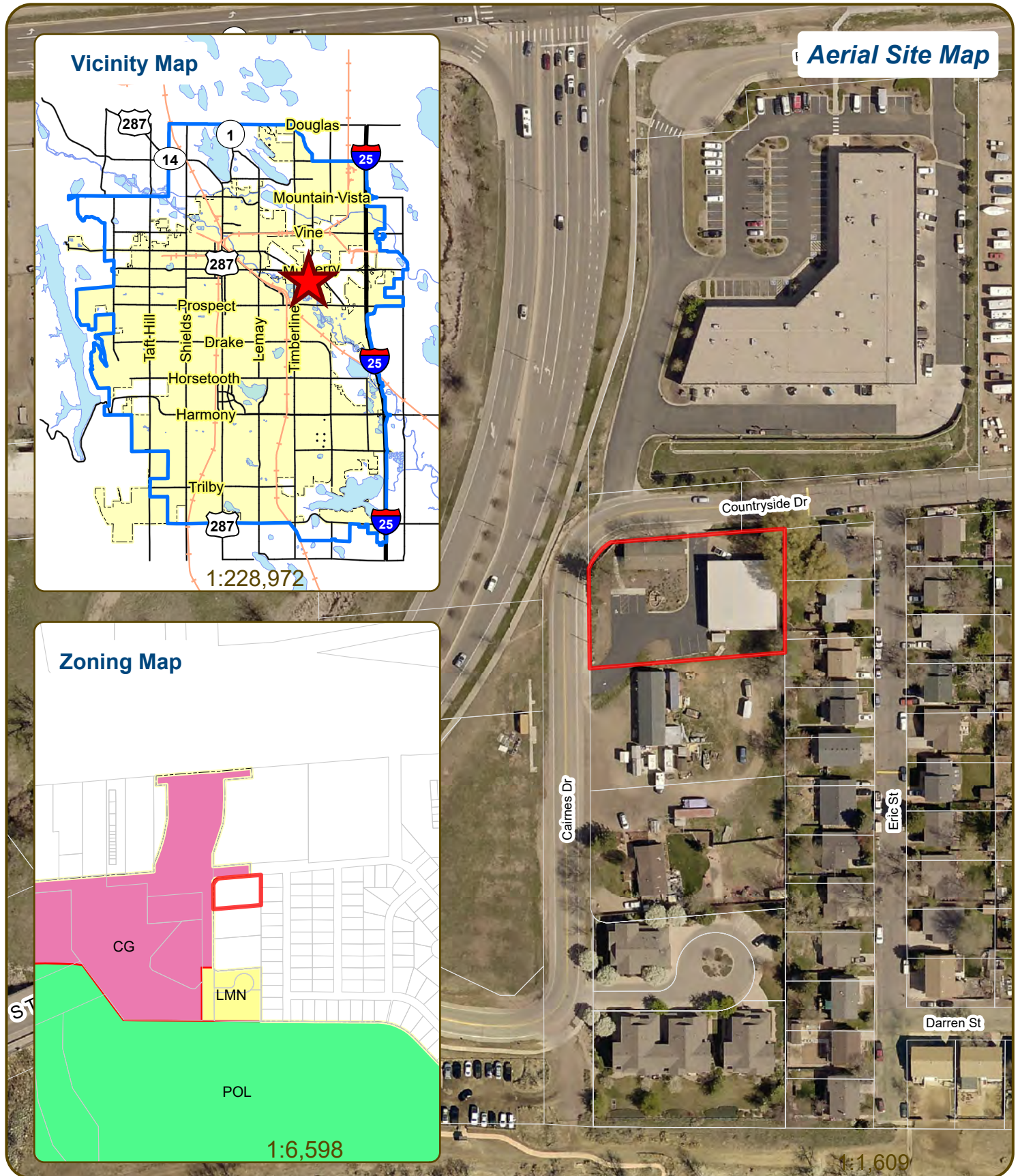
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## Thursday, December 15, 2022

Time	Project Name	Applicant Info	Project Description	
10:15	<b>Set It Off Paint And Body Annexation and Zoning</b>  <b>CDR220097</b>	Shannon Doyle 970-672-6570 sdoyle@spdarchitecture.com	This is a request for annexation and zoning for the existing property at 690 Cairnes Dr. (Parcel # 8717200047). The proposal is to request the annexation of an existing 0.57 acre parcel that is adjacent to city limits to the west and north into the City of Fort Collins with a potential zoning of General Commercial District (C-G). After annexation it is the desire of the applicant is to establish a Vehicle major repair, servicing and maintenance establishments use on the property. The site is approximately 0.10 miles south of E Mulberry St. and approximately 0.02 miles east of S Timberline Rd. The site is outside of city limits but falls within the City's Growth Management Area. The annexation proposal will be subject to City Council Review.	<b>Planner: Megan Keith</b>  <b>Engineer: John Gerwel</b>  <b>DRC: Marissa Pomerleau</b>

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# Set It Off Paint And Body Annexation and Zoning



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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](mailto: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) \_\_\_\_\_

Business Name (if applicable) \_\_\_\_\_

Your Mailing Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

**Site Address or Description** (parcel # if no address) \_\_\_\_\_

**Description of Proposal** (attach additional sheets if necessary) \_\_\_\_\_

**Proposed Use** \_\_\_\_\_ **Existing Use** \_\_\_\_\_

Total Building Square Footage \_\_\_\_\_ S.F. Number of Stories \_\_\_\_\_ Lot Dimensions \_\_\_\_\_

**Age of any Existing Structures** \_\_\_\_\_

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

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

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

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

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

**Suggested items for the Sketch Plan:**

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





690 Cairnes Drive



30-Nov-22

RE: 690 Cairnes Drive

To Whom It May Concern,

Set it Off Paint and Auto purchased the lot at the above mentioned address for their new location. Their services include Auto Body Repair, Hail Repair, and Painting. Vern's Custom Cabinets is the previous owner/user.

While this property is in Larimer County, it exists in the GMA. SPD Architecture started the Site Plan Determination process with the County where the following items were identified:

- The property at 690 Cairnes Drive, Fort Collins is primarily zoned CC - Commercial Corridor with the southern 20 feet (+/-) zoned RR-2 - Rural Residential.
- The proposed vehicle repair is allowed in the CC - Commercial Corridor zoning district with Site Plan Review approval. Site Plan Review is an administrative process that evaluates items such as access, drainage, parking, landscaping, water service, sewer service, fire protection, etc.
- All commercial uses must be limited to the portion of the property zoned commercial.
- One key consideration is parking. The parking requirement for this use is one parking space per 450 square feet of commercial space. Per my calculation based on the square footage of the existing structures noted on the Assessor's website, 14 spaces would be required plus 1 ADA space. Parking must be located 10 feet from a lot line abutting a road and 8 feet from all other lot lines.
- If new water and/or sewer service would be obtained from the City of Fort Collins, they might require annexation as a condition of service.

It is doubtful that we will be able to get all 15 stalls on the commercially zoned property and so re-zoning it might be our only option. It is our understanding that re-zoning might require annexation. SPD Architecture reached out to Ron Bianchetto and Jil Baty who, through different channels indicated that the City would most likely annex the property and that we submit for a Conceptual Review.

Sincerely,

A handwritten signature in black ink, appearing to read "Shannon Doyle", is written over a horizontal line.

Shannon Doyle, RA | NCARB