

Conceptual Review Agenda

Meetings hosted via Zoom Web Conferencing

Please use the URL and Meeting ID # listed below to join the Review Meeting

Review Date

7/10/2025 9:15 AM

Project Name

Heritage Christian Academy Track Facility
CDR250040

Applicant

Kevin Brazelton

970-397-2147

kevin.brazelton@unitedcivil.com

Planner: Ryan Mounce

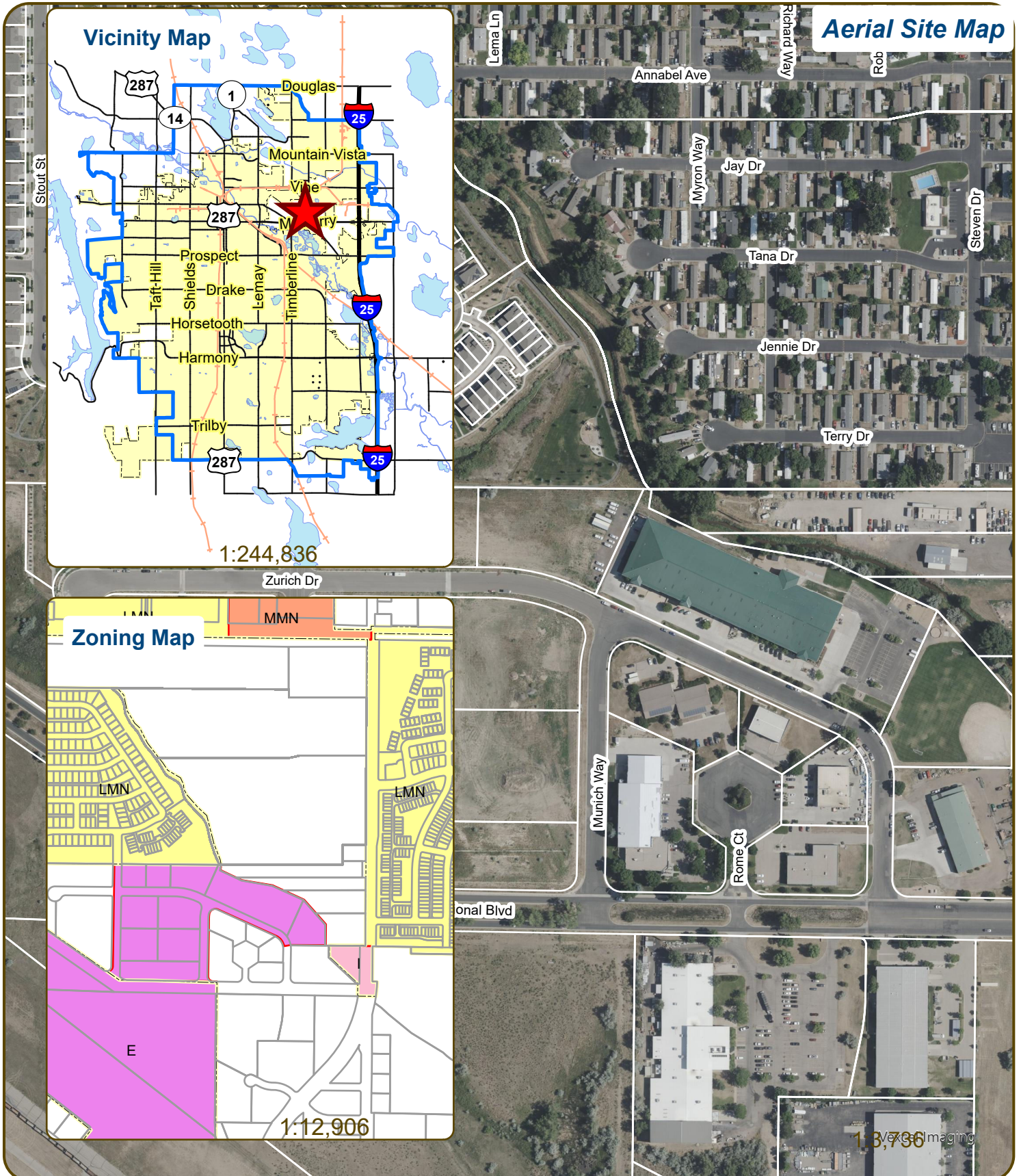
Engineer: Dave Betley

DRC: Brandy Bethurem Harras

Description

This is a request to construct a track facility for Heritage Christian Academy at 2506 Zurich Drive (parcel # 8708231003). The applicant is proposing Phase 1 of the recently approved Overall Development Plan (ODP) which involves a multi-use athletic and track facility along with improvement to the existing water quality and detention area. Access can be taken from Zurich Dr. to the north. The property is approximately 0.10 mi north of International Blvd. and approximately 0.26 mi west of N Timberline Rd. The site is located in the Employment District (E) and the project is subject to Planning & Zoning Commission (Type 2) Review.

Heritage Christian Academy Track Facility - 2506 Zurich Drive



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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 Mondays per month. One half-hour meeting is allocated per applicant. Please call the Community Development and Neighborhood Services Office at 221-6750 to schedule a Conceptual Review meeting. Conceptual Review is a free service. **Applications and sketch plans must be submitted to City Staff no later than 5 pm, two Tuesdays prior to the meeting date.** Application materials can be dropped off in person to 281 N College Ave., emailed to emcardle@fcgov.com or faxed to (970)224-6134.

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) _____

Kevin Brazelton (Consultant)

Business Name (if applicable) United Civil Design Group LLC

Phone Number 970.397.2147 Fax Number _____

Mailing Address 19 Old Town Square #238 Email Address kevin.brazelton@unitedcivil.com

Site Address or Description (parcel # if no address) 2506 Zurich Drive, Fort Collins 80524 and Lots 1-4, Block 3; Tract B, Block 3 of Industrial Business Park International P.U.D.

Description of Proposal (attach additional sheets if necessary) See attached.

Proposed Use School **Existing Use** Undeveloped

Total Building Square Footage 0 S.F. Number of Stories _____ Lot Dimensions _____

Age of any Existing Structures N/A

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.

Increase in Impervious Area ~65,000 S.F.
(Approximate amount of additional building, pavement, or etc. that will cover existing bare ground to be added to the site)

Things to consider when making your proposal:

- Is water detention being provided? If so, where?
- How does the site drain now? Will it change? If so, what will change?
- What is being proposed to treat run-off?
- Where will access and parking for the site be located?

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), existing natural features (water bodies, wetlands, large trees, wildlife, canals, irrigation ditches), utility line locations (if known), photographs (helpful but not required).

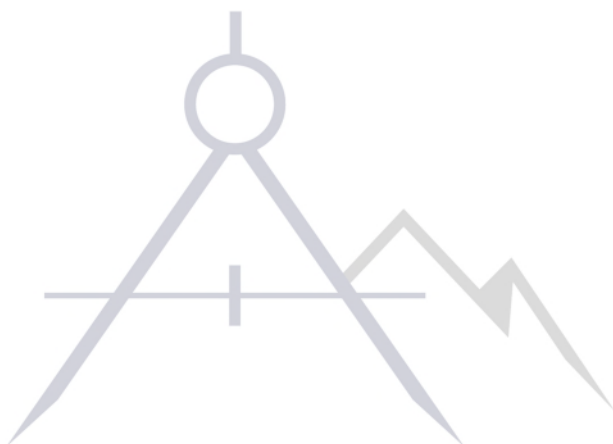
DESCRIPTION OF PROPOSAL

To support the growth of the school, Heritage Christian Academy (HCA) purchased approximately 13.6 acres of property located adjacent to, and west of, the existing school site within the Industrial Business Park International PUD. The school has recently completed the annexation and Overall Development Plan processes which will allow for HCA to move forward with development plans for the property. At this time, HCA intends to move forward with Phase 1 of the school development which is anticipated to impact approximately 5-acres of the property and include a multi-use athletic and track facility along with improvements to the existing water quality and detention area near the south end of the recently annexed property. Please refer to the Exhibit attached to this application showing the approximate location of the track and field to be proposed.

The majority of infrastructure to support the future campus development was designed and constructed with the previous subdivision improvements and include public roadway systems via Zurich Drive, Munich Way, International Blvd and Mexico Way, sanitary sewer via Boxelder Sanitation District, water via East Larimer County Water District, storm drainage via a regional water quality and detention system within Tract B (owned by HCA) that discharges south towards International Boulevard and dry utilities via various providers located within adjacent public ROWs. The development team will propose to utilize, and adjust where necessary, the existing infrastructure for the development of the initial phase of development and ultimate campus improvements. Although the subdivision was not constructed with Low Impact Development (LID) standards in mind, it anticipated that LID will be incorporated into the designs with each phase of the development.

As part of the conceptual review, the development team has the following questions regarding the Phase 1 development:

1. Are there minimum parking requirements for the planned track/field facility?
2. Can the City confirm that existing on street parking adjacent to the development would count towards any minimum parking requirements? Note there is approximately 1,100-feet of existing roadway fronting the Phase 1 development which currently allows parking on both sides of the road.
3. Would the City allow the existing school parking lot (~85 spaces) to help satisfy parking requirements for the phase 1 project assuming no conflicts between track and field event and school parking needs.
4. The school may choose to add some items (i.e. bleachers) at a later date based on funding. Should these be included the design plans for approval, even if added later?





Phase 1