

# Conceptual Review Agenda

Meetings hosted via Zoom Web Conferencing

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

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## Review Date

7/17/2025 10:15 AM

## Project Name

Daycare at 442 Riva Ridge Dr  
CDR250044

## Applicant

Gina Wallick  
970-632-8024  
ginawallick@gmail.com

**Planner:** Jill Baty

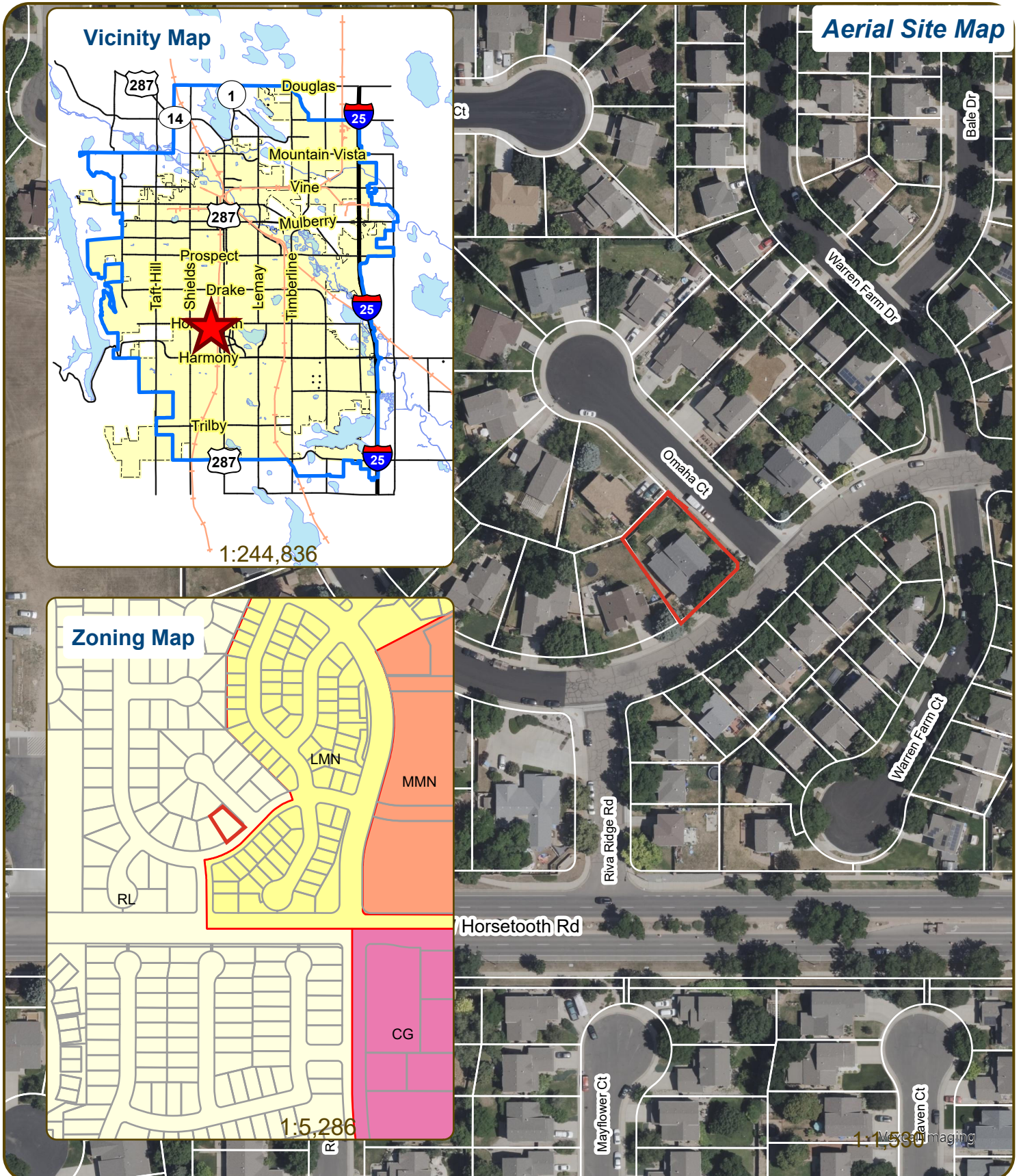
**Engineer:** Shawn Mellinger

**DRC:** Todd Sullivan

## Description

This is a request to convert a single unit home into a child care center at 442 Riva Ridge Dr. (parcel # 9726429001). The applicant is proposing a daycare at an existing home. Access can be taken from Riva Ridge Dr and Omatha Ct. The property is approximately 0.05 mi north of W Horsetooth Rd and approximately 0.40 mi west of S College Ave. The site is located in the the Low Density Residential District (R-L) and the project is subject to a Type 2 Major Amendment Review.

# Daycare at 442 Riva Ridge 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.** 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 [preappmeeting@fcgov.com](mailto:preappmeeting@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) \_\_\_\_\_

Gina Wallick –

Are you a small business? ☒ Yes ☐ No Business Name (if applicable) CURIOUS MINDS EARLY LEARNING CENTER

Your Mailing Address 2615 Palomino Ct Fort Collins 80525

Phone Number 970-632-8624 Email Address ginawallick@gmail.com

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

442 Riva Ridge Dr. Fort Collins 80526

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

Expand current daycare at 3533 Riva Ridge Drive to include 442 Riva Ridge Drive.

Proposed Use Daycare Existing Use Private house / residential

Total Building Square Footage 3153 S.F. Number of Stories 2 Lot Dimensions 1275 sq feet

Age of any Existing Structures 32 years

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 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?





442 RIVA RIDGE DRIVE  
FORT COLLINS

