



Comments Due: 9/18/13

# DEVELOPMENT REVIEW: APPLICATION FORM

**For Office Use Only**

Date Submitted 8/28/13 Current Planning File # PDP130027 Planner Seth Larson

**Project Information**

Project Name: MELDRUM OFFICE BUILDING

Project Description (Choose type of request from the list on the back):  
6-STORY OFFICE BUILDING WITH BASEMENT AND PRIVATE GARAGE.

Location Description/Project Address: 111 MELDRUM, NEAR THE  
SOUTHWEST CORNER OF MOUNTAIN AND MELDRUM

Major Cross Streets: MOUNTAIN AND MELDRUM

Zone District: DOWNTOWN (D) WITHIN THE CANYON AVE SUBDISTRICT

Parcel Number: 9711411006

**Building/Unit Information**

Residential: N/A Square Feet

Commercial: 42,000 SF OFFICE Square Feet

Industrial: N/A Square Feet

Building Floor Area Ratio: 4.3

Platted Area: .22 AC

Number of Units:

Single Family Attached: N/A Single Family Detached: N/A

Two Family: N/A Multi-Family: N/A

**Dates:**

Conceptual Review Meeting Date 07.15.13

Neighborhood Meeting Date 08.14.13

Hearing Type TYPE 1

**Site/Area Information**

Residential Area: <u>N/A</u>	Sq. Ft. <u>N/A</u>	Acres <u>N/A</u>
Commercial Area: <u><del>42,000</del> 7140</u>	Sq. Ft. <u>.96</u>	Acres <u>N/A</u>
Industrial Area: <u>N/A</u>	Sq. Ft. <u>N/A</u>	Acres <u>N/A</u>
Mixed Use Area: <u>N/A</u>	Sq. Ft. <u>N/A</u>	Acres <u>N/A</u>
Right of Way Area: <u>3,740</u>	Sq. Ft. <u>.09</u>	Acres <u>N/A</u>
Parking and Drive Area: <u>1,040</u>	Sq. Ft. <u>.02</u>	Acres <u>N/A</u>
Stormwater Detention Area:	Sq. Ft.	Acres
Landscape Area: <u>2,479</u>	Sq. Ft. <u>.06</u>	Acres <u>N/A</u>
Open/Other Areas: <u>N/A</u>	Sq. Ft. <u>N/A</u>	Acres <u>N/A</u>
Gross Area: <u>13,475</u>	Sq. Ft. <u>.31</u>	Acres <u>N/A</u>
Floor Area Ratio: <u>4.3</u>		
Gross Density: <u>N/A</u>	Net Density <u>N/A</u>	

**Owner Information**

Name: 111 MELDRUM LLC. CONTACT: BRANDON GREBE

Address: 416 W. OAK

City: FORT COLLINS State: CO Zip: 80521

Phone: 970.498.2261 Email: BRANDON.GREBE@BLUEOCEAN-INC.COM

**Applicant Information**

Name: BRENT COOPER

Organization Name: RIPLEY DESIGN, INC.

Contact: BRENT COOPER

Address: 401 W. MOUNTAIN AVE. #100

City: FORT COLLINS State: CO Zip: 80521

Phone: 970.224.5828 Email: BRENT.COOPER@RIPLEYDESIGNINC.COM

Preferred Method of Contact: EMAIL

**CERTIFICATION**

I certify the information and exhibits submitted are true and correct to the best of my knowledge and that in filing this application, I am acting with the knowledge, consent, and authority of the owners of the real property, as those terms are defined in Section 1-2 of the City Code (including common areas legally connected to or associated with the property which is the subject of this application) without whose consent and authority the requested action could not lawfully be accomplished. Pursuant to said authority, I hereby permit City officials to enter upon the property for the purpose of inspection, and if necessary, for posting of public notice on the property.

Name (Please PRINT): BRENT COOPER

Address: 401 W. MOUNTAIN AVE. #100, FORT COLLINS, CO 80521

Telephone: 970.224.5828

Signature: (and title showing authority to sign, if applicable)

**⇒ CERTIFICATION MUST BE SIGNED. ⇐**

## Type of Request

*Please indicate the type of application submitted by checking the box preceding the appropriate request(s). Additional handouts are available explaining the submittal requirements for each of the following review processes.*

- Annexation Petition with Initial Zoning** REQUESTED ZONE: \_\_\_\_\_  
*Fee \$1,188.00 + \$50.00 sign posting fee + \$.75 for each APO label*
- Rezoning Petition** REQUESTED ZONE: \_\_\_\_\_  
*Fee \$977.00 + \$50.00 sign posting fee*
- Overall Development Plan (ODP)**  
*Fee: \$1,599.00 + \$50.00 sign posting fee + \$.75 for each APO label*
- Project Development Plan (PDP) without Subdivision Plat (also Wireless Tele-communication Facilities)**  
*Fee: \$3,887.00 + \$50.00 sign posting fee + \$.75 for each APO label*
- Project Development Plan (PDP) with Subdivision Plat**  
*Fee: \$5,879.00 + \$50.00 sign posting fee + \$.75 for each APO label*
- Final Plan without Subdivision Plat**  
*Fee: \$1,000.00*
- Final Plan with Subdivision Plat**  
*Fee: \$1,000.00*
- Modification of Standards/Text and Map Amendment**  
*Fee: \$200.00+ (\$50.00 sign posting fee + \$.75 for each APO label for Modification of Standards only)*
- Basic Development Review**  
*Fee: \$200.00*
- Major Amendment**  
*Fee: \$3,206.00 + \$50.00 sign posting fee + \$.75 for each APO label*
- Non-Conforming Use Review**  
*Fee: \$1,389.00*
- Vacation of ROW or Easement**  
*Fee: \$5.00 per sheet of filing document*
- Small Project Fees**  
*Fee: Varies-Check with the Current Planning Department*
- Street Name Change**  
*Fee: \$5.00*
- Extension of Final Approval**  
*Fee: \$566.00*
- Site Plan Advisory Review**  
*NO FEE*
- Addition of Permitted Use**  
*Fee: \$500.00 + \$50.00 sign posting fee + \$.75 for each APO label*



# Transportation Development Review Fee

Date Received Paid 8/28/13  
Total Amount Paid 12,555

Project Name: Meldrum Office Building  
Project Location: 111 Meldrum - PDPI30027

Date: 8/28/13

## Type of Submittal

Please indicate the type of application submitted by checking the box preceding the appropriate request(s).

- |                                                                                                                 | <u>Fee structure</u> | <u>amount due</u> |
|-----------------------------------------------------------------------------------------------------------------|----------------------|-------------------|
| <input type="checkbox"/> Overall Development Plan (ODP)                                                         | \$500 each           | _____             |
| <input type="checkbox"/> Final Development Plan (FDP)<br>This fee includes 2 rounds of review                   | \$1000 each          | _____             |
| <input type="checkbox"/> Additional round of review                                                             | \$ 500 each          | _____             |
| <input type="checkbox"/> Annexation                    \$20 X ___ acres = ___ + \$250 =                         |                      | _____             |
| <input type="checkbox"/> Minor Amendment                                                                        | \$250 each           | _____             |
| <input type="checkbox"/> Major Amendment                                                                        | \$2,500 each         | _____             |
| <input type="checkbox"/> Re-zone                                                                                | \$200 each           | _____             |
| <input type="checkbox"/> Modification to Land Use Code                                                          | \$200 each           | _____             |
| <input type="checkbox"/> Wireless Telecommunication Equipment (WTE)                                             | \$65 each            | _____             |
| <input type="checkbox"/> Road Projects                    _____ acres (of roadway) X \$250 =                    |                      | _____             |
| <input type="checkbox"/> Vacation of Easement(s) ***    # of vacations ___ X \$400 =                            |                      | _____             |
| <input type="checkbox"/> Vacation of Right(s)-of-Way *** # of vacations ___ X \$800 =                           |                      | _____             |
| <input type="checkbox"/> Dedication of Easement(s) and/or Right(s)-of-Way ***<br># of dedications ___ X \$250 = |                      | _____             |

Project Development Plan (PDP) or Basic Development Review Project requiring Transportation Services Review and/or utility plan review. This fee includes 3 rounds of review.

Detached Single Family \$160 per unit  
# of units X \$160 = \_\_\_\_\_

Multifamily or other residential units \$115 per unit  
# of units X \$115 = \_\_\_\_\_

Commercial, Industrial, Retail, and/or Non residential building square footage \$0.25 per square foot  
42,000 sq ft X \$0.25 = 10,500

Size of the development (area being platted or if not being platted size of parcel accompanying all development improvements) \$250 per acre  
.22 acres X \$ 250 = 55

Project fee \$2,000 each \$2,000  
Total of above amounts 12,555

If this fee amount exceeds \$30,000 then the fee amount shall be adjusted with the following formula:  
 $\$30,000 + \frac{1}{2} (\text{the amount over } 30,000) =$  \_\_\_\_\_

The maximum fee for any residential ONLY project shall be \$500 per residential unit. This check should be used to verify the fee amount (does not apply to mixed-use developments). PDP fee shall be the lesser of this amount or the above calculated amount.

# of residential units X \$500 = \_\_\_\_\_

Reduction for affordable housing - a copy of the City letter certifying/authorizing the affordable housing shall be provided with this application.  
Amount of reduction to be applied \_\_\_\_\_

Total owed for PDP 12,555

cc: Christie White, Engineering  
Development Review Engineering

## Foot Notes:

When a development project involves a change of use for a building, the charge per square foot shall apply to the portion of the overall building size for which the change of use is proposed, provided that the new use generates more traffic than the existing use, as determined by the current Institute of Transportation Engineers Trip Generation. If the new use does not generate more traffic than the existing use then the charge per square foot for shall apply only to the net additional building size (if any).

These fees do not include the cost of filing fees for the recording of the Development Agreement. When a Development Agreement or Amendment Agreement is entered into the Developer shall be responsible for the cost of recording the document. Said filing fees shall be calculated and provided when the signed document is returned to the City for signatures and filing.

\*\*\* This fee does not include the cost of filing fees. Filing fees shall be determined at the time of final document submittal and will be required prior to filing.

## General Information:

Owners Name(s): 111 Meldrum LLC

Street address: 416 W. Oak

City/State/Zip: Ft. Collins, CO 80521

Telephone: 970.498.2261 Fax: \_\_\_\_\_

Applicants/ Consultants Firm Name: \_\_\_\_\_

Ripley Design, Inc.

Contact: Brent Cooper

Street address: 401 W. Mountain Ave.

City/State/ Zip: Ft. Collins, CO 80521

Telephone: 970.224.5828 Fax: 970.224.1662

## Certification:

By signing this permit I acknowledge that I am acting with the knowledge, consent, and authority of the owners of the property (including all owners having legal or equitable interest in the real property, as defined in Section 1-2 of the City Code; and including common areas legally connected to or associated with the property which is the subject of this application) without whose consent and authority the requested action could not lawfully be accomplished. Pursuant to said authority, I hereby permit City officials to enter upon the property for purposes of inspection.

Name (please print): Brent Cooper

Signature: [Signature]

Telephone: 970.224.5828

**RECEIPT**

CITY OF FORT COLLINS  
 COMMUNITY DEVELOPMENT & NEIGHBORHOOD SERVICES  
 281 N. COLLEGE AVE  
 970.221.6760  
 PO BOX 580  
 970.224.6134 - fax

**Application:** PDP130027  
**Application Type:** Planning/Project Development Plan/NA/NA  
**Address:** 111 S MELDRUM ST , FORT COLLINS, CO 80521

**Receipt No.** 213138

Payment Method	Ref Number	Amount Paid	Payment Date	Cashier ID	Received	Comments
Check	1031	\$18,924.50	08/28/2013	MCLANCY		Paid by check number 1031 for \$18,924 by 111 Meldrum, LLC. \$5,879 (Project Development Plan) \$190.50 (APO Labels) \$50.00 (Sign Posting Fee) \$250.00 (Poudre Fire Fee) \$12,555 (Transportation Development Review Fee)

**Owner Info.:** 111 MELDRUM LLC  
 416 W OAK ST  
 FORT COLLINS, CO 80521

**Project Description:** This is a request for a project located at 111 Meldrum Street where a current office building is situated. This current building will be deconstructed and razed in preparation for a new six story, 42,000 square foot office building with a basement. The site contains .31 acres and is zoned (D) Downtown District within the Canyon Ave Subdistrict.



## SUBMITTAL CHECKLIST:

## PROJECT DEVELOPMENT PLAN (PDP)

The following information is required to be submitted with all applications, unless waived by staff. Any item waived must be dated and initialed by a planner with the City of Fort Collins Community Development and Neighborhood Services Department.

- Application form, filing fee (plus .75 cents for each APO label), and sign posting fee. [Application Form.pdf](#)
- Transportation Development Review Fee – please contact Engineering at 221-6605 for information.** [TDR Fees and Application.pdf](#) (Fee included in application)
- Three lists (2) of names and addresses of all owners of record of real property within at least 800' of the property lines for the parcel of land for which the project is proposed, exclusive of public right-of-way. (Two (2) lists typed on mailing labels (30 names per sheet) and the other list on a reproducible copy of those labels). **Effective 9/17/12; All information provided on mailing labels must be submitted digitally in a Microsoft Excel format.**
- Statement of planning objectives** (31 copies).
- Copy of applicable **conceptual letter** and response letter explaining how issues have been addressed (31 copies) (31)
- Complete list of proposed street names for the development.
- Legal description of the site (one copy on 8½ x 11" sheet).
- Name and address of each owner of property within the boundaries of the development plan area.
- List of names of all general and limited partners and/or officers involve as either applicants or owners.
- Development phasing schedule.
- Site plan drawings.** (Refer to the submittal requirements for specific information to be presented on the site plan.) (31 copies 24" x 36" – folded).
- Subdivision Plat** (23 copies 24" x 36" – folded).
- Architectural elevations** (9 copies 24" x 36" – folded).
- Landscape Plan** (Refer to the submittal requirements for specific information to be presented on the landscape plan.) (21 copies 24" x 36" – folded).
- Transportation Impact Analysis (TIA)** (7 copies).
- Utility plans** (existing and proposed utility systems) (17 copies 24" x 36" – unfolded). [Utility Plans Checklist.pdf](#)
- Requirements for utility plans checklist** (1 copy).
- Drainage and erosion control report** (4 copies).
- Soils Report** (3 copies).

- Lighting Plans** (7 copies 24" x 36" – folded).
- Hazardous Materials Impact Analysis** (3 copies).
- Street cross sections schematics** (if not included in the utility plans) (8 copies 24" x 36" – folded).
- Explanation of any variance request(s).
- Signed letters of intent indicated that all required off-site easement and off-site rights-of-way can be negotiated in time for final development plan submittal. *— email from property owner*
- Other information that the Director may require:
  - Natural area or environmental study (4 copies)
  - Wetland Delineation (4 copies)
- CD or other digital storage device containing all plans/documents submitted and APO mailing labels in Excel format.
- Supplemental package (3)*

*\*This document is meant to be used as a checklist only. For a more detailed list and explanation of each of these items, please see the handout: "Submittal Requirements: Project Development Plan"*



**NORTHERN**  
ENGINEERING

**ADDRESS:**  
200 S. College Ave. Suite 10  
Fort Collins, CO 80524

**PHONE:** 970.221.4158

**FAX:** 970.221.4159

**WEBSITE:**  
[www.northernengineering.com](http://www.northernengineering.com)

Legal Description

The S 1/2 of the East 130 feet of Lot 7, and the East 130 feet of Lot 6, in Block 81, in the City of Fort Collins; together with a 20 foot easement across the South 20 feet of the West 60 feet of said Lot 6 across the rear of lot owned by Production Credit Association for access to the alley, together with right to tap onto and use sewer line on adjoining lot, which approaches the Southwest corner of land above described;

County of Larimer  
State of Colorado

---