

Plum + Shields - Greek Housing

PROJECT DEVELOPMENT PLAN (PDP)

combined PDP/FDP - Type II

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](#)
- Three lists (3) 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)
- NA  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.
- NA  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).
- NA  **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).
- NA  **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). - bring (2)
- NA  **Soils Report** (3 copies).

- NA  **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.
- 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.

*\*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"*

- 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.
- 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.



DEVELOPMENT REVIEW:  
APPLICATION FORM

comments  
due  
1.22.14

For Office Use Only

Date Submitted 12.20.13

Current Planning File # FDP130053

Planner Jason Holland

**Project Information**

Project Name: Plum & Shields Greek Housing Combined PDP/FDP

Project Description (Choose type of request from the list on the back):

Combined PDP/FP for existing vacant building to be used for a fraternity house

Location Description/Project Address: 801 South Shields

Major Cross Streets: Shields Street and Plum Street

Zone District: C-C

Parcel Number: 9715157901

**Building/Unit Information**

Residential: 12,508 Square Feet

Commercial: \_\_\_\_\_ Square Feet

Industrial: \_\_\_\_\_ Square Feet

Building Floor Area Ratio: 5.77:1

Platted Area: .413 acres

Number of Units:

Single Family Attached: \_\_\_\_\_ Single Family Detached: \_\_\_\_\_

Two Family: \_\_\_\_\_ Multi-Family: 21

**Dates:**

Conceptual Review Meeting Date March 1, 2013

Neighborhood Meeting Date n/a

Hearing Type Type II

**Site/Area Information**

Residential Area: 3,117 Sq. Ft. .07 Acres

Commercial Area: \_\_\_\_\_ Sq. Ft. \_\_\_\_\_ Acres

Industrial Area: \_\_\_\_\_ Sq. Ft. \_\_\_\_\_ Acres

Mixed Use Area: \_\_\_\_\_ Sq. Ft. \_\_\_\_\_ Acres

Right of Way Area: \_\_\_\_\_ Sq. Ft. \_\_\_\_\_ Acres

Parking and Drive Area: 10,090 Sq. Ft. .23 Acres

Stormwater Detention Area: \_\_\_\_\_ Sq. Ft. \_\_\_\_\_ Acres

Landscape Area: 4,575 Sq. Ft. .11 Acres

Open/Other Areas: \_\_\_\_\_ Sq. Ft. \_\_\_\_\_ Acres

Gross Area: 17,990 Sq. Ft. .413 Acres

Floor Area Ratio: 5.77:1

Gross Density: \_\_\_\_\_ Net Density \_\_\_\_\_

**Owner Information**

Name: 801 Shields LLC

Address: 1155 15th Avenue

City: Longmont State: CO Zip: 80501

Phone: 720.327.8050 Email: lancedehning@gmail.com

**Applicant Information**

Name: Cathy Mathis

Organization Name: TB Group

Contact: \_\_\_\_\_

Address: 444 Mountain Avenue

City: Berthoud State: CO Zip: 80513

Phone: 970.532.5891 Email: cathy@tbgroup.us

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): Cathy Mathis

Address: 444 Mountain Avenue, Berthoud CO 80513

Telephone: 970.532.5891

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** \$3,887.00 + \$50.00 + 105.75 + \$250.00 PFA + \$1,000 = \$5,292.75  
*Fee: \$5,879.00 + \$50.00 sign posting fee + \$.75 for each APO label*
  
- Final Plan without Subdivision Plat** APO = 141 NAMES  
*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 12-23-13  
Total Amount Paid 5518.25

Project Name: Plum & Shields Greek Housing combined PDP/FDP

Project Location: 801 South Shields, Fort Collins

Date: 12.18.13

FDP130053

## 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 checked="" type="checkbox"/> Final Development Plan (FDP)<br>This fee includes 2 rounds of review | \$1000 each                                | <u>\$1,000</u>    |
| <input type="checkbox"/> Additional round of review  | \$ 500 each                                | _____             |
| <input type="checkbox"/> Annexation  | \$20 X _____ acres = _____ + \$250 = _____ | _____             |
| The maximum fee for each annexation document/ filing shall be \$2,000                                    |  |                   |
| <input type="checkbox"/> Minor Amendment   | \$158 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 \$3,500 = _____ | _____             |
| <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 ***                            | # 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  
21 # of units X \$115 = \$2,415

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

Size of the development (area being platted or if not being  
platted size of parcel accompanying all development  
improvements) \$250 per acre .413 acres X \$ 250 = \$103.25

Project fee \$2,000 each \$2,000

Total of above amounts \$5,518.25

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 = \_\_\_\_\_

If this fee amount equals or exceeds \$65,000 then the City Manager shall have the ability  
to reduce the fee amount.

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 \$5,518.25

## General Information:

Owners Name(s): 801 Shields LLC

Street address: 1155 15th Avenue

City/State/Zip: Longmont CO 80501

Telephone: 720.327.8050

Fax: \_\_\_\_\_

Applicants/ Consultants Firm Name: TB Group

Contact: Cathy Mathis

Street address: 444 Mountain Avenue

City/State/ Zip: Berthoud CO 80513

Telephone: 970.532.5891

Fax: 970.532.5759

## 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): Cathy Mathis

Signature: Cathy Mathis

Telephone: 970.532.5891

## 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.

cc: Christie White, Engineering  
Development Review Engineering

Plum & Shields Greek Housing Ownership:

The names and addresses for the owners of the development plan area are as follows:

801 Shields LLC  
1155 15<sup>th</sup> Avenue  
Longmont CO 80501

Lance Dehning  
(720) 327-8050