



Community Development and
Neighborhood Services
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March 01, 2013

Jerry Chilson
2020 Caribou Drive
Fort Collins, CO 80525

Re: Shields & Plum - Multifamily

Description of project: This is a request to convert a group home facility into a multifamily building located at 801 S Shields Street (Parcel # 97151-57-901). The conversion would result in a 21 unit multifamily building with 33 bedrooms. The concept also includes up to 600 square feet of retail on the main level, minor landscaping changes, façade improvements and the potential to add an additional story to the building (an additional 6 units and 10 bedrooms). The site is located in the Community Commercial (C-C) Zone District and TOD Overlay District.

Please see the following summary of comments regarding the project request referenced above. The comments offered informally by staff during the Conceptual Review will assist you in preparing the detailed components of the project application. Modifications and additions to these comments may be made at the time of formal review of this project. If you have any questions regarding these comments or the next steps in the review process, you may contact the individual commenter or direct your questions through the Project Planner, Jason Holland, at 970-224-6126 or jholland@fcgov.com.

Comment Summary:

Department: Zoning

Contact: Noah Beals, 970-416-2313, nbeals@fcgov.com

1. Land Use Code (LUC) 4.18(B)(2)(a)(6) Mixed-use dwellings are a permitted use under a Type 1 review

(Administrative Hearing Officer).

RESPONSE: Acknowledged.

2. LUC 4.18(D), LUC 3.5.3, and LUC 3.8.30 Any exterior alterations to the building and site shall comply with these sections

RESPONSE: There are no exterior elevation alterations planned for the building.

3. LUC 3.8.30(C) At least 90% of the dwellings shall be within one quarter mile of a neighborhood park or private park that is at least 10,000 ft in size and publicly accessed.

RESPONSE: There are no parks within 1,320' of the site.

4. LUC 3.2.1 A landscape plan is required (see section for details)

RESPONSE: Acknowledged.

LUC 3.2.2(J) Landscape setback for vehicle use areas from a nonarterial street ROW is 10', from an arterial street ROW is 15' and from a lot line is 5'

RESPONSE: The existing landscape setback along Shields Street is 14.7 feet. The setback on the west property line is 5'. There is a zero landscape setback on the south property line

LUC 3.2.4 A lighting plan is required this should include a photometric plan with catalog cut sheets (see section for other details)

RESPONSE: There are no additional exterior lights planned other than what is existing.

5. LUC 3.2.5 An enclosure is required that is adequately sized for both trash and recycling. Such enclosure shall be designed with walking access without having to open the main service gate and located on a concrete pad at least 20ft from a public sidewalk.

RESPONSE: Since the existing CMU trash enclosure will be removed in order to get additional parking, we have shown a new enclosure.

Department: Zoning

Contact: Noah Beals, 970-416-2313, nbeals@fcgov.com

6. LUC 3.2.2 This property is not required to provide vehicle parking, however when parking is provided parking areas need to meet the requirements of this section.

RESPONSE: The project provides 21 off-street parking spaces, including 1 accessible space.

LUC 3.2.2(C)(4) Bicycle parking is required for the residential portion it is one space for every bedroom with 60% of those being covered and 40% of those being fixed. For the retail there needs to be an additional 4 spaces with one of those covered and the other 3 fixed.

RESPONSE: There are two fixed racks shown on the plans containing 4 bikes each. The 13 covered spaces will be within the building.

7. LUC 3.5.1(I) Mechanical/utility equipment (vents, flues, meters, boxes, conduit, ac units...) locations shall be identified on the plans with notes on how such equipment is screened/painted.

RESPONSE: No exterior improvements are planned.

Department: Water-Wastewater Engineering

Contact: Roger Buffington, 970-221-6854, rbuffington@fcgov.com

1. Existing water mains and sanitary sewers in this area include a 20-inch water main and an 8-inch sewer in Plum and a 10-inch sewer and a 6-inch water main in Shields.

RESPONSE: Thank you for the information.

2. The existing water service to the property is a 2-inch service connecting to the main in Plum.

RESPONSE: Thank you for the information.

3. In conjunction with this project, the water meter must be moved to a meter pit outside the building located in a landscaped area.

RESPONSE: The relocated water meter is proposed just south of the existing curb stop in a landscaped area.

4. The residential and commercial portions of the building must have separate water and sewer services.

RESPONSE: A commercial use is no longer proposed with this project.

5. The water conservation standards for landscape and irrigation will apply. Information on these requirements can be found at: <http://www.fcgov.com/standards>

RESPONSE: Acknowledged.

6. Development fees and water rights will be due at building permit. Credit will be given for existing established service based upon the account information.

RESPONSE: Acknowledged.

7. There is one water service going to the building which is a combination fire line and domestic service. It is a 2" service.

RESPONSE: Acknowledged.

Department: Stormwater Engineering

Contact: Glen Schlueter, 970-224-6065, gschlueter@fcgov.com

1. The project description indicates that there will be very few site changes. The project engineer will need to verify in writing that the drainage system will not change. There is no drainage report on file with the Stormwater Utility. The only note I have is that in 1999 there was a minor amendment that didn't require a drainage report. Any site grading changes will require a grading plan.

RESPONSE: It is correct that the changes proposed to the site are moderate. In general, the drainage system will only change so that it will meet current Code Requirements for LID.

2. If the site is required to meet present Land Use Code requirements, onsite water quality treatment of the runoff is required. Water quality treatment methods are described in the Urban Storm Drainage Criteria Manual, Volume 3 - Best Management Practices (BMPs). A method that could be used on an existing site is to direct the downspouts to a landscape area. Another is if perimeter landscape buffers or parking lot medians are required, they could be used to treat the runoff in bio-retention areas or rain gardens.

RESPONSE: To the greatest extent possible, runoff from the site is being treated. Refer to the drainage report and exhibit for the details.

Department: Stormwater Engineering

Contact: Glen Schlueter, 970-224-6065, gschlueter@fcgov.com

(<http://www.fcgov.com/utilities/business/builders-and-developers/development-forms-guidelines-regulations/stormwater-criteria>)

3. The Stormwater Utility anticipates that City Council will be approving new Low Impact Development (LID) requirements that will go into effect mid-March, 2013. Please contact Basil Hamdan at 224-6035 or bhamdan@fcgov.com for more information. The present draft does apply to redevelopment projects and requires that 50% of the new impervious area must be treated by an LID method and 25% of new parking lots must be pervious. Basil did indicate to me that this project would be subject to the LID requirements. Please contact him to determine the scope of the LID requirements for this project.

RESPONSE: The new LID requirements have been met. Refer to the drainage exhibit and report for additional information.

4. The city wide Stormwater development fee (PIF) is \$6,390.00/acre (\$0.1467/sq.ft.) for new impervious area over 350 sq.-ft., and there is a \$1,045.00/acre (\$0.024/sq.ft.) review fee. No fee is charged for existing impervious area. These fees are to be paid at the time each building permit is issued. Information on fees can be found on the City's web site at <http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees> or contact Jean Pakech at 221- 6375 for questions on fees. There is also an erosion control escrow required before the Development Construction permit is issued. The amount of the escrow is determined by the design engineer, and is based on the site disturbance area, cost of the measures, or a minimum amount in accordance with the Fort Collins Stormwater Manual.

RESPONSE: Acknowledged.

5. The design of this site must conform to the drainage basin design of the Old Town Master Drainage Plan as well the Fort Collins Stormwater Manual.

RESPONSE: Acknowledged.

Department: Historical Preservation

Contact: Josh Weinberg, 970-221-6206, jweinberg@fcgov.com

1. Per Municipal Code 14-72, the Landmark Preservation Commission Chair and CDNS Director determined the building at 801 S. Shields to be not individually eligible for Landmark designation. Therefore, there is no further historic preservation review for this project.

RESPONSE: Acknowledged.

Department: Fire Authority

Contact: Jim Lynxwiler, 970-416-2869, jlynxwiler@poudre-fire.org

1. RESIDENTIAL AUTOMATIC FIRE SPRINKLERS

The proposed addition of 600 SF of M Occupancy shall be serviced by a full NFPA 13 fire sprinkler system or otherwise fire separated from the R Group Occupancy as the IBC will allow. The existing 13R automatic sprinkler system is not sufficient to protect the retail portion of the main level.

RESPONSE: Acknowledged.

2. BALCONIES AND DECKS

Sprinkler protection shall be provided for exterior balconies, decks, and ground floor patios of dwelling units where the building is of Type V construction.

2006 International Fire Code 903.3.1.2.1

RESPONSE: Acknowledged.

3. FIRE STANDPIPE SYSTEM

Approved standpipe systems shall be installed throughout buildings where the floor level of the highest story is located more than 30 feet above the lowest level of fire department vehicle access. The standpipe system shall be capable of supplying at minimum of 100 psi to the top habitable floor. An approved fire pump may be required to achieve this minimum pressure.

2006 International Fire Code Sections 905 and 913

RESPONSE: Acknowledged.

Department: Fire Authority

Contact: Jim Lynxwiler, 970-416-2869, jlynxwiler@poudre-fire.org

4. ROOF ACCESS

New buildings four or more stories in height shall be provided with a stairway to the roof. Stairway access to the roof shall be in accordance with IFC 1009.12. Such stairways shall be marked at street and floor levels with a sign indicating that the stairway continues to the roof.

2006 International Fire Code 504.3

RESPONSE: Acknowledged.

5. PREMISE IDENTIFICATION

New and existing buildings shall be plainly identified. Address numbers shall be visible from the street fronting the property, plainly visible, and posted with a minimum of six-inch numerals on a contrasting background.

2006 International Fire Code 505.1

RESPONSE: Acknowledged.

Department: Environmental Planning

Contact: Lindsay Ex, 970-224-6143, lex@fcgov.com

1. The applicant should make note of Article 3.2.1(C) that requires developments to submit plans that "... (4) protects significant trees, natural systems, and habitat". Note that a significant tree is defined as a tree having DBH (Diameter at Breast Height) of six inches or more. As several of the trees within this site appear to have a DBH of greater than six inches, a review of the trees shall be conducted with Tim Buchanan, City Forester (221 6361) to determine the status of the existing trees and any mitigation requirements that could result from the proposed development.

RESPONSE: We will set up an on-site meeting with the City Forester.

Please note that, as of March 1, 2013, a code change could affect this project in that cotton-bearing cottonwood, female boxelder, Siberian elm, and Russian olive trees are now considered for tree mitigation. Please contact the City Forester for more information regarding these new requirements.

RESPONSE: Acknowledged.

2. With respect to landscaping and design, the City of Fort Collins Land Use Code, in Article 3.2.1 (E)(2)(3), requires that you use native plants and grasses in your landscaping or re landscaping and reduce bluegrass lawns as much as possible.

RESPONSE: Acknowledged.

Department: Engineering Development Review

Contact: Andrew Gingerich, 970-221-6603, agingerich@fcgov.com

1. Larimer County Road Impact Fees and Street Oversizing Fees are due at the time of building permit. Please contact Matt Baker at 224-6108 if you have any questions.

RESPONSE: Acknowledged.

2. The City's Transportation Development Review Fee (TDRF) is due at the time of submittal. For additional information on these fees, please see: <http://www.fcgov.com/engineering/dev-review.php>

RESPONSE: Acknowledged.

3. Any damaged curb, gutter and sidewalk existing prior to construction, as well as streets, sidewalks, curbs and gutters, destroyed, damaged or removed due to construction of this project, shall be replaced or restored to City of Fort Collins standards at the Developer's expense prior to the

acceptance of completed improvements and/or prior to the issuance of the first Certificate of Occupancy.

RESPONSE: Acknowledged.

Department: Engineering Development Review

Contact: Andrew Gingerich, 970-221-6603, agingrich@fcgov.com

4. Please contact the City's Traffic Engineer, Joe Olson (224-6062) to schedule a scoping meeting and determine if a traffic study is needed for this project. In addition, please contact Transportation Planning for their requirements as well.

RESPONSE:

5. Any public improvements must be designed and built in accordance with the Larimer County Urban Area Street Standards (LCUASS). They are available online at:
<http://www.larimer.org/engineering/GMARdStds/UrbanSt.htm>

RESPONSE: Acknowledged.

6. This project is responsible for dedicating any right-of-way and easements that are necessary for this project. Additional right of way will be needed along the Plum Street frontage and this project is responsible for their half of the Collector 66' right of way.

RESPONSE: Acknowledged.

7. Utility plans will be required and a Development Agreement will be recorded once the project is finalized.

RESPONSE: Acknowledged.

8. A Development Construction Permit (DCP) will need to be obtained prior to starting any work on the site.

RESPONSE: Acknowledged.

9. It appears that the existing fence along Plum Street will be within the Public Right of Way after it additional width is dedicated. The fence will need to move outside of the right of way.

RESPONSE: The fence will be removed.

Department: Electric Engineering

Contact: Rob Irish, 970-224-6167, rirish@fcgov.com

1. The existing building is fed by a single-phase 167kva pad mount transformer along Plum St. Any modification or relocation to existing electric facilities will be at the owners expense.

RESPONSE: Acknowledged.

2. There is no 3-phase power readily available at this site. The nearest 3-phase to this site would have to come from approximately 825 S. Shields. Off site easements may be required to bring 3-phase to this site. Contact Light & Power Engineering @ 970-221-6700 to discuss options.

RESPONSE: Acknowledged.

3. A C-1 form and One-line diagram will be required for any change in electric service. A transformer location will need to be coordinated within 10' of an all weather drive-over surface. Contact Light & Power Engineering @ 970-221-6700 with power needs.

RESPONSE: Acknowledged.

4. Electric Capacity Fee and Building Site charges will apply. Credit will be given for existing service.

RESPONSE: Acknowledged.

Current Planning

Contact: Jason Holland, 970-224-6126, jholland@fcgov.com

1. If a fourth story is proposed, buildings over 40 feet in height are subject to Building Height Review Standards, Section 3.5.1(G).

RESPONSE: No fourth story is proposed.

2. This change of use triggers compliance with current standards. Based on the supplemental existing site plan provided and site observation, it appears that the majority of the parking lot elements -- parking stall depth, sidewalk depth, parallel parking width, drive isle width, parking setback (minimum 5 feet adjacent to the south property line), and minimum parking lot landscaping are all likely deficient and need to be brought up to current dimensional standards. A full list of dimensional and performance standards can be found in Division 3.2. This will likely require a re-work of the parking and drive isle area. The extent of the modifications to the parking area can not be determined with the current information; but it is recommended that the existing site information be reviewed by a design professional familiar with the code to determine how the site can meet the standards to the extent reasonably feasible.

RESPONSE: Acknowledged.

Current Planning

Contact: Jason Holland, 970-224-6126, jholland@fcgov.com

3. An existing tree survey will be required and it will be critical to accurately locate and describe existing trees on the site per the PDP checklist.

RESPONSE: Acknowledged.

4. The Campus West Planning Study has established a standard for upgrading and reconfiguring the Plum Street road section. This includes a 7.5' tree lawn and 5' detached sidewalk. We would also recommend that any fencing north of the building be less opaque, and that the north facade and

building setback area be more engaging as a landscaped foreground to a street-facing facade.

RESPONSE: The project will construct a new sidewalk with the configuration as determined by staff. The fence will be removed and replaced with landscaping.

5. It is unclear whether emergency access will need to be provided south and west of the building. Please contact Jim Lynxweiller to confirm the specific requirements.

RESPONSE: Based on conversations with Jim, since the use is not changing and there are already emergency access easements in place, we think he will be o.k. with the access as is.

6. The proposed development project is subject to a Type 1 review and public hearing, the decision maker for Type 1 hearings is an Administrative Hearing Officer. The applicant for this development request is not required to hold a neighborhood meeting for a Type 1 hearing, but if you would like to have one to notify your neighbors of the proposal, please let me know and I can help you in setting a date, time and location for a meeting. Neighborhood Meetings are a great way to get public feedback and avoid potential hiccups that may occur later in the review process.

RESPONSE: Acknowledged.

7. Please see the Development Review Guide at www.fcgov.com/drg. This online guide features a color coded flowchart with comprehensive, easy to read information on each step in the process. This guide includes links to just about every resource you need during development review.

RESPONSE: Acknowledged.

8. This development proposal will be subject to all applicable standards of the Fort Collins Land Use Code (LUC), including Article 3 General Development Standards. The entire LUC is available for your review on the web at <http://www.colocode.com/ftcollins/landuse/begin.htm>.

RESPONSE: Acknowledged.

9. If this proposal is unable to satisfy any of the requirements set forth in the LUC, a Modification of Standard Request will need to be submitted with your formal development proposal. Please see Section 2.8.2 of the LUC for more information on criteria to apply for a Modification of Standard.

RESPONSE: Acknowledged.

10. Please see the Submittal Requirements and Checklist at: <http://www.fcgov.com/developmentreview/applications.php>.

RESPONSE: Acknowledged.

11. The request will be subject to the Development Review Fee Schedule that is available in the Community Development and Neighborhood Services office. The fees are due at the time of submittal of the required documents for the appropriate development review process by City staff and affected outside reviewing agencies. Also, the required Transportation Development Review Fee must be paid at time of

submittal.

RESPONSE: Acknowledged.

12. When you are ready to submit your formal plans, please make an appointment with Community Development and Neighborhood Services at (970) 221-6750.

RESPONSE: Acknowledged.

Pre-Submittal Meetings for Building Permits

Pre-Submittal meetings are offered to assist the designer/builder by assuring, early on in the design, that the new commercial or multi-family projects are on track to complying with all of the adopted City codes and Standards listed below. The proposed project should be in the early to mid-design stage for this meeting to be effective and is typically scheduled after the Current Planning conceptual review meeting.

Applicants of new commercial or multi-family projects are advised to call 416-2341 to schedule a pre-submittal meeting. Applicants should be prepared to present site plans, floor plans, and elevations and be able to discuss code issues of occupancy, square footage and type of construction being proposed.

Construction shall comply with the following adopted codes as amended:

2009 International Building Code (IBC)

2009 International Residential Code (IRC)

2009 International Energy Conservation Code (IECC)

2009 International Mechanical Code (IMC)

2009 International Fuel Gas Code (IFGC)

2009 International Plumbing Code (IPC) as amended by the State of Colorado

2011 National Electrical Code (NEC) as amended by the State of Colorado

Accessibility: State Law CRS 9-5 & ICC/ANSI A117.1-2003.

Snow Load Live Load: 30 PSF / Ground Snow Load 30 PSF.

Frost Depth: 30 inches.

Wind Load: 100- MPH 3 Second Gust Exposure B.

Seismic Design: Category B.

Climate Zone: Zone 5

Energy Code Use

1. Single Family; Duplex; Townhomes: *2009 IRC* Chapter 11 or *2009 IECC* Chapter 4
2. Multi-family and Condominiums 3 stories max: *2009 IECC* Chapter 4.
3. Commercial and Multi-family 4 stories and taller: *2009 IECC* Chapter 5.

Fort Collins Green Code Amendments effective starting 1-1-2012. A copy of these requirements can be obtained at the Building Office or contact the above phone number.

City of Fort Collins

Building Services

Plan Review

416-2341

