



**Community Development and  
Neighborhood Services**  
281 North College Avenue  
PO Box 580  
Fort Collins, CO 80522

**970.221.6689**  
970.224.6134 - fax  
[fcgov.com](http://fcgov.com)

August 30, 2018

Adam Meyer  
2503 Rock Creek Drive  
Fort Collins, CO 80528

**Re:** 2200 Kechter Rd

**Description of project:** This is a request to construct a second single-family residence at 2200 Kechter Rd (parcel #8605300014). There is an existing manufactured house **that will be removed, and a Cottage** on the property that would remain. The site is accessed from the south off Kechter Rd. The 2.46-acre property is zoned Urban Estate and is subject to a Basic Development Review (BDR).

Please see the following summary of comments regarding your project at 2200 Kechter Rd. 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 your Development Review Coordinator, Brandy Bethurem Harras, at 970-416-2744 or [bbethuremharras@fcgov.com](mailto:bbethuremharras@fcgov.com).

**Comment Summary:**

**Planning Services**

**Contact:** Clark Mapes, 970-221-6225, [cmapes@fcgov.com](mailto:cmapes@fcgov.com)

1. I will bring the example of the Thorland Subdivision plat (abutting on the east) which illustrates the basic requirements for this Minor Subdivision.
2. BDR with notice sent **thank you.**
3. Please see the Development Review Guide at [www.fcgov.com/drg](http://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. **This is very helpful. Between this and Brandy, this process has been easy to navigate.**
4. 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>. **I reviewed the checklist and will conform to the requirements set forth in submittal checklist. The link provided doesn't work. I used this one:**

[https://library.municode.com/co/fort\\_collins/codes/land\\_use](https://library.municode.com/co/fort_collins/codes/land_use)

5. 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. **I reviewed Section 2.8.2 of the LUC.**

6. Please see the Submittal Requirements and Checklist at:

<http://www.fcgov.com/developmentreview/applications.php>. **I reviewed the Submittal Requirements and will conform to the required items on my submittal checklist.**

7. 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. **I will pay by check at the time of submittal.**

8. When you are ready to submit your formal plans, please make an appointment with the Development Review Coordinators at (970)221-6689. **I set an appointment with Brandy on Tuesday 12/4/2018 at 2pm.**

**Department: Engineering Development Review**

**Contact: Katie Andrews, 970-221-6501, [kandrews@fcgov.com](mailto:kandrews@fcgov.com)**

1. In accordance with Section 24-95 of the City Code, at the time of development, the developer is obligated to construct the local portion of adjacent public roadways. There are two public roadways adjacent to this property, Kechter Road and the future extension of Sage Creek Road. For Kechter Road: The City will accept a payment in lieu of construction of the frontage. This payment is based on an adopted cost estimate of \$225/linear foot of road frontage if paid in 2018. This estimate includes asphalt (local width), curb, gutter, parkway, and sidewalk (local width). For Sage Creek Road: because this is not currently considered a high priority roadway and will likely be implemented upon further development in this area, the City will defer the obligation for construction (or payment in lieu of construction) to the next redevelopment of the property via a development agreement. **Per our last meeting I was going to pay for the sidewalk in lieu of construction and a development agreement. The adopted local sidewalk estimate is \$71/linear ft and you have 214.57 feet of frontage for a total payment in lieu of \$15,234.47.**

2. Right-of-way dedications that are required, in accordance with Section 24-95 of the City Code: approximately 20 feet on Kechter Road to accommodate the master street planned 2-lane arterial and approximately 11 feet for Sage Creek Road – the new ROW should approximately match the dedications done on the Thorland property to the east. **Majestic Surveying is aware of this requirement and is including it on the plat.**

3. This project is responsible for dedicating any easements that are necessary or required by the City for this project. Most easements to be dedicated need to be public easements dedicated to the City, for example drainage, utility, and emergency access easements. This shall include the standard utility easements that are to be provided behind the right-of-way, which will be 15 foot along an arterial (Kechter) and 9 foot along the local road (Sage Creek). Information on the dedication process can be found at: <http://www.fcgov.com/engineering/devrev.php> **Majestic Surveying is aware of this requirement and is including it on the plat.**

4. Larimer County Road Impact Fees and Transportation Expansion Fees are due at the time of building permit.

Please contact Kyle Lambrecht at 221-6566 if you have any questions. **These will be paid on submittal 12/4/2018.**

5. 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> **These will be paid on submittal 12/4/2018.**
6. 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. **Since all the utilities are already on the property, and I am paying in Lieu of construction for the sidewalk, we don't anticipate any damage to city property.**
7. All public sidewalk, driveways and ramps, existing or proposed, adjacent or within the site, need to meet ADA standards. If they currently do not, they will need to be reconstructed so that they do meet current ADA standards as a part of this project. **N/A. I am paying in Lieu of construction for the sidewalk.**
8. Any public improvements must be designed and built in accordance with the Larimer County Urban Area Street Standards (LCUASS). They are available online at: <https://www.larimer.org/engineering/streets>. **N/A I am paying in Lieu of construction for the sidewalk.**
9. Utility plans will be required, and a Development Agreement will be recorded once the project is finalized. **I understand a Development agreement will be required.**
10. As of January 1, 2015, all development plans are required to be on the NAVD88 vertical datum. Please make your consultants aware of this, prior to any surveying and/or design work. **I will make sure my Builder and Surveyor are aware.**
11. A Development Construction Permit (DCP) may need to be obtained prior to starting any work on the site. **Can I get a confirmation on this? This is through the county?**
12. All fences, barriers, posts or other encroachments within the public right-of-way are only permitted upon approval of an encroachment permit. Applications for encroachment permits shall be made to the Engineering Department for review and approval prior to installation. Encroachment items shall not be shown on the site plan as they may not be approved, need to be modified or moved, or if the permit is revoked then the site/ landscape plan is in non-compliance. **I don't plan on adding any fencing or barriers.**
13. In regard to construction of this site, the public right-of-way shall not be used for staging or storage of materials or equipment associated with the Development, nor shall it be used for parking by any contractors, subcontractors, or other personnel working for or hired by the Developer to construct the Development. The Developer will need to find a location(s) on private property to accommodate any necessary staging and/or parking needs associated with the completion of the Development. Information on the location(s) of these areas will be required to be provided to the City as a part of the Development Construction Permit application. **No materials or parking will be in the public Right of way. All construction and staging will happen on private property.**

**Department: Electric Engineering**

**Contact: Tyler Siegmund, 970-416-2772, [tsiegmund@fcgov.com](mailto:tsiegmund@fcgov.com)**

1. Xcel Energy currently serves electric to this property. **PVREA is the electric on the property. Two electric meters are located on a pole on the west side of the property. Lines are overhead.**
2. City of Fort Collins Light and Power has existing facilities running along the north edge of Kechter Rd. For Light and Power to serve this property modifications to our primary electric system will be needed. Light and Power will need to place new facilities along the frontage and extend primary lines into the property and set a new transformer on the site. Coordination with the owner will be needed to place the new electric facilities. Please contact me to discuss the modifications needed to serve this site in detail. **Electric is already on site, so we don't plan on bringing any new utilities onto the site.**
3. Electric capacity fees, development fees, building site charges and any system modification charges necessary to feed the site will apply to this development. Please contact me or visit the following website for an estimate of charges and fees related to this project:  
<http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees> **N/A since electric is on site.**
4. Please contact Tyler Siegmund at Light & Power Engineering if you have any questions at 970.416.2772.

**Thanks Tyler!**

Please reference our policies, construction practices, development charge processes, and use our fee estimator at <http://www.fcgov.com/utilities/business/builders-and-developers>

**Department: Stormwater Engineering**

**Contact: Jesse Schlam, 970-218-2932, [jschlam@fcgov.com](mailto:jschlam@fcgov.com)**

1. The site disturbs more than 10,000 sq. ft. and therefore Erosion and Sediment Control Materials need to be submitted. The erosion control requirements can be located in the Stormwater Design Criteria under the Amendments of Volume 3 Chapter 7 Section 1.3.3. a copy of the erosion control requirements can be found at [www.fcgov.com/eroison](http://www.fcgov.com/eroison). The Erosion Control Materials will need to be submitted at time of the first round of FDP. Based upon the area of disturbance, State permits for stormwater will be required since the site is over an acre and should be pulled before Construction Activities begin. If you need clarification concerning the Erosion Control Material Requirements or Comments presented above, please contact myself. Jesse Schlam (970) 224-6015 [jschlam@fcgov.com](mailto:jschlam@fcgov.com) **We will disturb less than 10,000 sqft since the home will disturb 2,461 sqft. I might need some clarification on this. Since the manufactured home is being removed (not demolished) I am not sure we will go over 10,000sqft of disturbance.**
2. MASTER PLAN AND CRITERIA COMPLIANCE (SITE SPECIFIC COMMENT):  
The design of this site must conform to the drainage basin design of the McClellands Creek Master Drainage Plan as well the Fort Collins Stormwater Criteria Manual. **We do not plan on increasing the imperviousness greater than 1,000sqft. We will remove the manufactured home (2,271 sqft) before CO.**
3. DOCUMENTATION REQUIREMENTS (SITE SPECIFIC COMMENT):  
If there is an increase in imperviousness greater than 1,000 square feet a drainage report, erosion control report and construction plans are required, and they must be prepared by a Professional Engineer registered in the State of Colorado. The drainage report must address the four-step process for selecting structural BMPs. If the increase in impervious area is greater than 350 square feet and less than 1,000 square feet, a drainage letter along with a grading and erosion control plan should be sufficient to document the existing and proposed drainage patterns. A grading plan is required if the increase in imperviousness is less than 350 square feet. **We will not increase the**

imperviousness greater than 1,000sqft. We will fall in the range of 350-1000sqft. It sounds like we will need a drainage letter and a grading and erosion control plan?

#### 4. DETENTION REQUIREMENTS (SITE SPECIFIC COMMENT):

When improvements are proposed to an existing developed site and there is an increase in impervious area greater than 1000 square feet, onsite detention is required with a 2-year historic release rate for water quantity. Alternately, if the proposed development can be shown to be less than the assumed percent impervious for this sub basin of the McClellands Creek Stormwater Master Plan (including your half of the street frontage) then detention requirements can be waived. **N/A as we will not increase the impervious area greater than 1000sqft.**

#### 5. STORMWATER OUTFALL (SITE SPECIFIC COMMENT):

The ultimate stormwater outfall for this site appears to be McClellands Creek to the north. Any additional runoff created by this development that impacts adjacent private property will need to be mitigated and easements may be necessary to define a flow path from this property to McClellands Creek for the additional runoff. If the runoff can be directed into the Kechter Road right-of-way, then this comment can be resolved. **Since we are not going larger than 1000sqft of impervious area, is this applicable? Also, a irrigation ditch is on the property line at the rear of my property (north) right on the property line (on Neighbors lot). Also, there is an irrigation ditch that runs down the east side of the property in the neighbor's lot.**

#### 6. IMPERVIOUSNESS DOCUMENTATION (STANDARD COMMENT):

It is important to document the existing impervious area since drainage requirements and fees are based on new impervious area. An exhibit showing the existing and proposed impervious areas with a table summarizing the areas is required prior to the time fees are calculated for each building permit. **I will have Majestic Surveying complete this requirement.**

#### 7. STANDARD WATER QUALITY REQUIREMENTS (STANDARD COMMENT):

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 Fort Collins Stormwater Manual, Volume 3-Best Management Practices (BMPs). One method that could be used on this project is to direct the downspouts to a landscape buffer area. **I will comply with downspouts directed at landscape buffer areas.**

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

#### 8. EROSION CONTROL REQUIREMENTS (STANDARD COMMENT):

The erosion control report requirements are in Section 1.3.3, Volume 3, Chapter 7 of the Fort Collins Stormwater Criteria Manual. If you need clarification concerning this section, please contact the Erosion Control Inspector, Jesse Schlam at 224-6015 or [jschlam@fcgov.com](mailto:jschlam@fcgov.com). **Jesse I will reach out to you to get some more info on this.**

#### 9. 8. FEES (STANDARD COMMENT):

Stormwater Development Fees include two components: Plant Investment Fees (PIFs) and Review Fees.

1. PIFs (2018) are \$8,217/acre of new impervious area over 350 square feet ( $\$8,217 \times \% \text{ imperviousness} \times \text{site acreage}$ ) **Brandy emailed me all the fees.**

2. Review Fees are \$1,045/acre of new impervious area and based on the impervious area rate factor (i.e.  $\$1,045 \times \text{rate factor (based on \% imperviousness)} \times \text{site acreage}$ ) Fees are to be paid at the time of the issuance of the first building permit. There are no fees charged for existing impervious areas. The fees are calculated the same as for project sites with buildings. More information on stormwater fees can be found at:

<http://www.fcgov.com/utilities/business/builders-and-developers/plant-investment-development-fees> or contact our Utility Fee and Rate Specialists at (970) 416-4252 for questions on fees. Monthly fees -

<http://www.fcgov.com/utilities/business/rates> **Brandy emailed me all the fees.**

**Department: Water-Wastewater Engineering**

**Contact: Shane Boyle, 970-221-6339, [sboyle@fcgov.com](mailto:sboyle@fcgov.com)**

1. OTHER SERVICE DISTRICT (SITE SPECIFIC COMMENT):

This project site is located within the Fort Collins Loveland Water District and the South Fort Collins Sanitation District for water and sewer service. Please contact them at (970) 226-3104 for development requirements. **Spoke with them. Since sewer is over 800 feet to the east we are going to do septic. Water is already on property.**

**Department: Traffic Operations**

**Contact: Tim Tuttle, 970-221-6820, [TTUTTLE@fcgov.com](mailto:TTUTTLE@fcgov.com)**

1. The anticipated change in traffic volume is not expected to meet the threshold of requiring a Traffic Impact Study. Based on section 4.2.2.E of the Larimer County Urban Area Street Standards (LCUASS), the Traffic Impact Study can be waived. **Thank you**
2. Work with the engineering department on required adjacent street improvements, including curb, gutter, sidewalks and any right-of-way and easement dedications. **I am going to pay in lieu of constructing a sidewalk.**
3. The existing driveway will need to be used for the new residence. **The existing driveway will be used for the new residence and the cottage.**

**Department: Fire Authority**

**Contact: Andrew Rosen, 970-416-2599, [arosen@fcgov.com](mailto:arosen@fcgov.com)**

1. ACCESS

Access is required to within 150ft of all exterior portions of the perimeter of the proposed residence. This residence is shown approximately 420ft from Kechter Road. A Fire Lane (specifications below) shall be established on the property to achieve this required access and shown on the Plat or dedicated by separate legal document. **We will comply with this. Majestic Surveying will include it on the site plan and plat.**

2. FIRE LANE SPECIFICATIONS

A fire lane plan shall be submitted for approval prior to installation. In addition to the design criteria already contained in relevant standards and policies, any new fire lane must meet the following general requirements:

- > Shall be dedicated by plat or separate document as an Emergency Access Easement.
- > Maintain the required 20-foot minimum unobstructed width-**Can we reduce this to 16 feet width?** & 14-foot minimum overhead clearance. Where road widths exceed 20 feet in width, the full width shall be dedicated unless otherwise approved by the AHJ.
- > Be designed as a flat, hard, all-weather driving surface capable of supporting 40 tons. **Road base is what we are planning on using.**
- > Dead-end fire access roads in excess of 150 feet in length shall be provided with an approved area for turning around fire apparatus. **We will have a circle drive at the end of the driveway.**
- > The required turning radii of a fire apparatus access road shall be a minimum of 25 feet inside and 50 feet outside. Turning radii shall be detailed on submitted plans. **Majestic surveying included this and we will comply.**
- > Dedicated fire lanes are required to connect to the Public Way unless otherwise approved by the AHJ. **The current driveway is connected to Kechter Road and will stay in place.**
- > Be visible by red curb and/or signage and maintained unobstructed at all times. Sign locations or red curbing should be labeled and detailed on final plans. Refer to LCUASS detail #1418 & #1419 for sign type, placement, and spacing. Appropriate directional arrows required on all signs. **There will be no curbs on the property, site plan will show the buildings on site and one road connecting them.**



> In remote rural applications, fire lane standards may be modified with the approval of the fire marshal; examples would be a reduction in road width or road surface. **If possible, we would like to decrease the road width from 20' to 16' to reduce the impermeable area on the site and to match what is currently on site.**

### 3. HYDRANT

A hydrant producing 1000gpm at 20psi residual is required within 400ft of this new residence. The closest hydrant on Kechter Road is approximately 960ft from the indicated residence location therefore a new hydrant will be required. Should this not be possible, this out of compliance condition may be mitigated if the residence is designed with a residential fire sprinkler system on approval of the Fire Marshal. **We would like to add a residential fire sprinkler system for the new home if possible, instead of a fire hydrant.**

### 4. ADDRESSING/WAYFINDING

To assist with prompt emergency response the address shall be clearly visible from the street in no less than 8inch tall numerals. Because of the 400ft setback from Kechter Road, wayfinding signage shall be required at the entrance from Kechter and at any branch in the driveway. This wayfinding signage should include the existing buildings. **Since there will be one driveway connecting the two residences and they will be recorded on the plat for the property, can this requirement be waved?**

**Department: Forestry**

**Contact: Molly Roche, , [mroche@fcgov.com](mailto:mroche@fcgov.com)**

1. 8/27/2018:There appears to be existing trees on-site. Please schedule an on-site meeting with City Forestry to obtain tree inventory and mitigation information. Existing significant trees should be retained to the extent reasonably feasible. This meeting should occur prior to first-round PDP. Please state the plan for existing or proposed landscaping on-site. **I will try to schedule this for the week of 12/3. Have an email out to you.**

2. 8/27/2018:If applicable, please provide a landscape plan that meets the Land Use Code and 3.2.1 requirements. This should include, but is not limited to, including the City of Fort Collins General Landscape Notes, Tree Protection Notes, and Street Tree Permit Note, providing a detailed Plant List – species, quantity, size, method of transplant, and species percentage, and including current and proposed utility lines as well as proper tree separation requirements. Please contact Molly Roche ([mroche@fcgov.com](mailto:mroche@fcgov.com)) if you have any questions.

Required tree sizes and method of transplant:

Canopy Shade Tree: 2.0" caliper balled and burlapped

Evergreen tree: 6.0' height balled and burlapped

Ornamental tree: 1.5" caliper balled and burlapped

If any mitigation is required, trees must be upsized to the following dimensions:

Canopy Shade Trees: 3.0" caliper balled and burlap or equivalent.

Evergreen Trees: 8' height balled and burlap or equivalent.

Ornamental Trees: 2.5" caliper balled and burlap or equivalent.

3. 8/27/2018:If applicable, please include locations of any water or sewer lines on the landscape plan. Please adjust street tree locations to provide for proper tree/utility separation.

10' between trees and public water, sanitary, and storm sewer main lines

6' between trees and public water, sanitary, and storm sewer service lines

4' between trees and gas lines **I do not plan on adding any trees at the time of building (I do over time) since the home will be located in a field. I will add some planting beds for runoff from the gutters and will re-seed with local**

grasses.

**Department: Environmental Planning**

**Contact: Stephanie Blochowiak, 970-416-4290, [sblochowiak@fcgov.com](mailto:sblochowiak@fcgov.com)**

1. City of Fort Collins Land Use Code [Section 3.2.1 (E)(3)], requires that to the extent reasonably feasible, all plans be designed to incorporate water conservation materials and techniques. This includes use of low water use plants and grasses in landscaping or re landscaping and reducing bluegrass lawns as much as possible. Native plants and wildlife friendly (ex: pollinators, butterflies, songbirds) landscaping and maintenance are also encouraged. Please refer to the Fort Collins Native Plants document available online and published by the City of Fort Collins Natural Areas Department for guidance on native plants is:

<http://www.fcgov.com/naturalareas/pdf/nativeplants2013.pdf>. Also see the City of Fort Collins Plant List :

[https://www.fcgov.com/forestry/plant\\_list.pdf](https://www.fcgov.com/forestry/plant_list.pdf). I am totally in agreeance with this and will plan on doing this for the property.

2. In regard to outdoor lighting, especially LED light fixtures, cooler color temperatures are harsher at night and cause more disruption to circadian (biological) rhythms for both humans and wildlife. Warmer color temperature (warm white, 3000K or less) for any LED light fixtures is preferred. Please also consider fixtures with dimming capabilities so that light levels can be adjusted as needed. Site light sources shall be fully shielded and down directional to minimize up light, light spillage and glare [see LUC 3.2.4(D)(3)]. For further information regarding health effects please see: <http://darksky.org/ama> report affirms human health impacts from leds/ We plan on keeping outdoor lighting to a minimum. We will comply with this.

3. Our city has an established identity as a forward-thinking community that cares about the quality of life it offers residents now and generations from now. Thus, the City of Fort Collins has many sustainability programs and goals that may benefit this project. Of particular interest may be:

1) Green Building Program: [fcgov.com/enviro/green\\_building.php](http://fcgov.com/enviro/green_building.php), contact Tony Raeker at 970 416 4238 or [traeker@fcgov.com](mailto:traeker@fcgov.com)

2) Solar Energy: [www.fcgov.com/solar](http://www.fcgov.com/solar), contact Rhonda Gatzke at 970 416 2312 or [rgatzke@fcgov.com](mailto:rgatzke@fcgov.com)

3) Integrated Design Assistance Program: <http://fcgov.com/idap>, contact Gary Schroeder at 970 224 6003 or [gschroeder@fcgov.com](mailto:gschroeder@fcgov.com)

I work in Solar energy and plan on keeping the home very energy efficient and will add solar in a year or two.

**Department: Technical Services**

**Contact: Jeff County, 970-221-6588, [jcounty@fcgov.com](mailto:jcounty@fcgov.com)**

1. As of January 1, 2015, all development plans are required to be on the NAVD88 vertical datum. Please make your consultants aware of this, prior to any surveying and/or design work. Please contact our office for up to date Benchmark Statement format and City Vertical Control Network information. Surveyor and Builder are aware.

2. This property is not platted. If submitting a Subdivision Plat for this property/project, addresses are not acceptable in the Plat title/name. The plat title is going to be "Meyer Subdivision".