

BHA Design Incorporated
4803 Innovation Drive
Fort Collins, CO 80525

March 1, 2005



Ms. Anne Aspen
Current Planning
City of Fort Collins
281 N. College Avenue
Fort Collins, CO 80522

RE: Response to Conceptual Review Letter

Dear Ms. Aspen,

The following is our response to comments made during the August 16, 2004 conceptual review meeting with City of Fort Collins staff members. Comments have been addressed or duly noted by the applicant for your review. Please feel free to contact me if you have any questions. Thank you.

Sincerely,
For BHA Design, Inc.

A handwritten signature in black ink that reads "Scott Sinn".

Scott D. Sinn
Landscape Architect

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ITEM: Home State branch bank and possible office/retail space, NW corner of Raintree and Shields

MEETING DATE: August 16, 2004

APPLICANT: Scott Sinn, ASLA
BHA Design Inc.
4813 Innovation Dr.
Fort Collins, CO 80525

LAND USE DATA: Request to build a branch bank and office/retail space. Existing buildings will be demolished. The property is within the City of Fort Collins and is currently zoned NC - Neighborhood Commercial. The following departmental agencies have offered comments for this proposal.

COMMENTS:

Zoning

Contact Info: Jenny Nuckols, 416-2313, jnuckols@fcgov.com

1. A branch bank and office/retail space are permitted uses in the NC district and would be subject to a Type 1 (Administrative) review.
Response: No response needed
2. Please refer to LUC Section 3.2.2 to ensure that the parking you provide is in compliance with the code. There is a maximum parking allowance of 3.5 spaces per 1000sf. You will need to provide two handicap parking spaces, one of which needs to be van accessible.
Response: We are entering into a shared parking agreement with the Fort Collins Senior Center. Two handicap parking spaces have been provided with one being van accessible.
3. The building must be at least 20 feet but at or fewer than 5 stories in height.
Response: The building complies

Engineering

Katie Moore, 221-6605, kamoore@fcgov.com

1. Street Oversizing Fee for Fort Collins will apply. Fees vary by use. As of 2001, a bank with drive-up would carry a maximum fee of \$11.03/sf, general office \$4.06/sf, commercial \$6.24/sf, specialty retail \$4.03/sf. The applicant may contact Matt Baker at (970) 224-6605 for an updated estimate of the fees.
Response: Comment noted



2. A Traffic Impact Study will need to be submitted for this project. The applicant will need to contact Eric Bracke at (970) 224-6062 for a scoping meeting.
Response: A Traffic Impact Study has been provided with the submittal
3. If you want to pursue shared access and/or parking with the Senior Center and/or the veterinarian clinic, please contact them directly about the feasibility and to check their interest level. It sounds like you already have a contact at the Senior Center but if not, contact us and we'll put you in touch with appropriate staff. Assuming the parties agree, an access easement agreement would be drawn up by Ralph Campano, the City's Real Estate Manager (221-6275 or rcampano@fcgov.com), then would be taken before City Council for approval. Council would need to approve of the cross-access easement prior to final approval of the plans.
Response: We are working with the Senior Center and the Veterinary Clinic on a shared access agreement and a shared parking agreement.
4. As you correctly assumed, no access will be permitted from Shields. Access off Raintree is permitted, assuming you can make it on the west side of your site. The access point needs to be 175' from the centerline of Shields and 30' from the edge of the Senior Center parking lot entrance. Left turns could be tricky off Raintree. It might need to be a right in right out access because of the length of the left turn lane on Raintree. Please contact Eric Bracke in Traffic Operations regarding this topic to determine possible solutions.
Response: We will be using the Senior Center access off of Raintree.
5. Right-of-way dedications for streets and utility easements will need to be made for this project. Shields is a 4 lane arterial and the ROW is 115' total (57.5' to the centerline of Shields). Add an additional 12' if a right turn lane is needed for southbound Shields. Raintree's ROW is 72' plus any additional needed for turn lanes. The standard utility easement width for Shields is 15' and 9' is standard for Raintree.
Response: The proper Right-of-ways and easements are dedicated with the submittal. A variance request for the easement along Shields has been submitted.
6. A repay may be due for the work recently done on Shields. Contact Matt Baker to find out at (970) 221-6605.
Response: Comment noted
7. Any existing damaged sidewalk and curb and gutter will need to be repaired or replaced.
Response: Comment noted
8. Utility plans, a development agreement and a development construction permit will need to be prepared for this project.



- Response: Comment noted**
9. Any public improvements must be made according to Larimer County Urban Area Street Standards.
Response: Comment noted
10. Owner will be responsible for undergrounding any remaining overhead utilities.
Response: Comment noted

Light and Power

Rob Irish, 224-6167, rirish@fcgov.com

1. The existing service is located on Shields and on the south side of Raintree.
Response: Comment noted
2. The transformer location will need to be coordinated between the applicant and the City. It needs to be within 10' of pavement. If it is located such that the shared access is the most logical way for a repair truck to reach it, then a utility easement will be needed in addition to the shared access easement.
Response: The transformer is located on the northeast corner of the building.
3. Electric capacity and building site charges apply to this project.
Response: Comment noted
4. Any system modifications or relocation will need to be done at the owner's expense.
Response: Comment noted

Water / Wastewater

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

1. There is an existing 8" sanitary sewer on Shields. There is a 30" water main on Shields and an 8" water main on Raintree.
Response: Comment noted
2. Currently this site uses a septic system. This system needs to be abandoned and you need to connect to the sewer system on Shields.
Response: We will be connecting to the sewer system on Shields
3. Water service exists on the site to the Shields main. It runs diagonally to the intersection.
Response: Comment noted
5. Water conservation standards apply to this project.
Response: Comment noted

Stormwater

Contact Info: Glen Schlueter, 221-6700, gschlueter@fcgov.com

1. This site is in the Spring Creek drainage basin where the new development fee is \$2175.00/acre which is subject to the runoff



coefficient reduction. This fee is to be paid at the time a building permit is issued.

Response: Comment noted

2. A drainage and erosion control report and construction plans are required and they must be prepared by a Professional Engineer registered in Colorado.

Response: They are being prepared by a Professional Engineer

3. Onsite detention is required with a 2 year historic release rate for water quantity and extended detention is required for water quality treatment. These are required if there is an increase in imperviousness greater than 1000 square feet. If there is less than 1000 but more than 350 square feet of new imperviousness a site grading plan is all that is required. Parking lot detention is allowed as long as the maximum depth is one foot or less.

Response: Refer to submitted Engineering plans for more detail regarding detention.

4. The outfall for this site would probably be the curb and gutter of either Raintree or Shields. There is an outfall system on the Senior Center site but the system would need to be analyzed to see if it could take the additional runoff. This storm sewer system does extend to inlets in Evenstar Court and Raintree Drive.

Response: We are connecting to the system running through the Senior Center parking lot.

Natural Resources

Contact Info: Doug Moore, 224-6143, dmoore@fcgov.com

1. Please contact Tim Buchanan at 221-6361, tbuchanan@fcgov.com regarding the existing trees on the site. Depending on their size, health and desirability of the species, they may be determined to be significant.

Response: On February 15, 2005, we met with Tim Buchanan on site to discuss the existing trees. While several are being transplanted, two large honey locusts are being removed. See the landscape plan for more detail.

Transportation Planning

Contact Info: Dave Averill 416-2643, daverill@fcgov.com

1. When you start to develop your plans in more detail, please provide a connecting walkway. One obvious location would be off Raintree adjacent to the head in parking. If the walkway goes along head in parking, it needs to be 6 feet wide.

Response: A walkway connection off of Raintree has been provided.



2. I will research the history of why the sidewalk north of Raintree is attached. It should really be detached to standards (6 foot walkway with 10' parkway).
Response: Currently, we are leaving the sidewalk attached. The dedication of additional right-of-way kept the building away from the existing sidewalk.
3. Please provide bike racks in a location convenient to bikers near the door.
Response: See the site plan for bike rack location

Current Planning

Contact Info: Anne Aspen 221-6206, aaspen@fcgov.com

1. The schematic design presented at conceptual review shows you've thought out some of the main issues I see with the site already. Please maintain your build-to lines as you develop the plan further. And to echo David's comments, I will want to see pedestrian connections and amenities once you've developed the site more thoroughly.
Response: Pedestrian connection and build-to lines have been addressed
- C. I encourage you to take advantage of the opportunity to create a space with other uses in addition to the bank. There is good demand for small business/office/small retail space so you could tap into more value both now and in the future with a larger footprint, perhaps even going up. You might be able to collaborate with businesses needing parking at different times to solve your parking issue.
Response: Comment noted
2. The entire Fort Collins Land Use Code (LUC) is available for your review on the web at
<http://www.colocode.com/ftcollins/landuse/begin.htm>
Response: Comment noted
3. This development proposal is subject to all applicable standards of the Fort Collins Land Use Code (LUC), including Article 3 General Development Standards, and Division 4.19 Neighborhood Commercial District
Response: Comment noted
4. When developing your plans, pay particular attention to the following sections of the Code:
 - 3.5.1(B) and (E) Architectural Character and Building Materials
 - 3.5.1(E)(2) and (3) Glare and Windows
 - 3.5.3 Mixed-use Institutional and Commercial Buildings
 - 3.8.7 Signs**Response: Comment noted**



5. This property will be subject to the design and land use standards within the NC (Neighborhood Commercial) zoning district, including but not limited to: minimum building frontage and building height.
Response: Comment noted
6. You will need to set up an appointment to submit your application with Ginger Dodge in Current Planning at 221-6750. Incomplete submittals will not be accepted.
7. Please let me know if you have any questions about the requirements for your submittal.