

Date: 9/13/99

Project Name: Hawthorne  
Address: supply  
Collinsdale Business Bldg

**Conceptual Review**

**Comments**



Current Planning Department

Applicant: Rick Merrill  
Joe Frye & Kathy Melhuus

**Land Use Data:**

- single story - 22' high - masonry
- office, showroom, warehouse

**Zoning / GRU**

- E district
- type I review
- some retail/walk-in (less than 10%)
- bldg. placement
- parking issues
- LUC or LDGPs

**Water/Wastewater / Jeff**

- 8" ss in main streets
- 8" w " " streets
- PLF & water rights
- water consrv. standards
- exist. services stubbed in?

**Stormwater / Barry**

- Fox Meadows Basin
- # 6, HOB/ae
- detention pond sized to accommodate
- difference between old & new rainfall
- water quality treatment - attend det.
- stand. stuff

**Light and Power / Alan**

- vault @ SE corner
- normal charges
- C-1 Form
- coordinate trams.

**Engineering / Max**

- SE
- contact Matt Baker
- maybe improvements to street bridges
- TB - truck traffic estimates
- stand. stuff
- DA
- DCP

**Building Inspections**


Post-it* Fax Note	7671	Date	10/6/99	# of pages	3
To	Yvonne Furness	From	Steve Ott		
Co./Dept.	Jim Zell Design	Co.	Fort Collins Planning		
Phone #		Phone #			
Fax #	484-2443	Fax #			

Date:   /  /  

**Poudre Fire Authority / Ron**

- access OK
- 1500 gpm / 20 psi
- hydrant w/ 300' of hdg.
- fire sprinklered
- hazmat study required
- address

**Transportation Planning, Traffic Operations, Transfort**

- Transportation Planning / Max
- Traffic Operations
- Transfort
- ITS - Eric Brack for auto
- bike/ped/transit
- sidewalk system
- bike parking near main ent.
- ped. connectivity on site

**Park Planning**

**Natural Resources / Kim**

- fugitive dust permit / Larimer CO.
- prairie dogs - if
- bike/ped. connections
- dumpster space
- trash hauler
- native land. species - reduce bluegrass

**Advance Planning**

**Current Planning / Steve**

Steve Olt - Hawthorne Supply

**From:** Michelle Becker  
**To:** Steve Olt  
**Date:** Wed, Sep 15, 1999 3:17 PM  
**Subject:** Hawthorne Supply

Hi Steve

Conceptual Review comments from 9/13/99:

1. This site is in the Fox Meadows basin where the new development fee is \$6,468/acre and it is based on the coefficient of runoff (impervious amount). Fees are due at the time of the building permits.
2. The detention pond to the East was sized to include this site, however, was done with the overall drainage plan under the old rainfall criteria, so the site would have to detain for the difference between the old criteria and the new ones.
3. Water Quality measures will be required for this site. Extended detention is the recommended method to accommodate these water quality requirements.
4. The standard drainage and erosion control reports and plans are required and they must be prepared by a professional engineer registered in Colorado.

**CC:** Basil Hamdan; Glen Schlueter

OCT- 8-99 FRI 3:21 PM



March 22, 2000

Bob Blanchard, Director  
Current Planning  
City of Fort Collins  
281 North College Avenue  
Fort Collins CO 80524

**RE: Hawthorne Supply  
Project Development Plan (PDP  
Response to the Concept Review, September 13, 1999**

Dear Bob:

**Land Use:**

A warehouse facility with some retail and offices is allowed in the-Employment District. The building has been designed to meet all the requirements of the land use code: building orientation, minimum and maximum setbacks, visually interesting architectural, clearly defined entrance with direct connection to proposed detached sidewalk.

**Zoning:**

Building orientation has been located to the street frontage with parking away from street view. This PDP is being submitted under the new Land Use Code. The process will be a Type I Review.

**Water/Wastwater:**

The warehouse facility will connect to the existing water and sewer lines in the existing local streets. The developer will pay 3/4" water and sewer tap fees. The developer will pay all Plant Investment Fees.

The landscaping is planned to meet the water conservation standards.



City of Fort Collins

Current Planning

# PROJECT COMMENT SHEET

DATE: March 23, 2000

DEPT: ENGINEERING

PROJECT: #12-00 Hawthorne Maintenance Supply –  
Type II – PDP(LUC)

PLANNER: Steve Olt

ENGINEER: Tim Blandford

All comments must be received by: April 19, 2000

No Problems

Problems or Concerns (see below or attached)

## Comments:

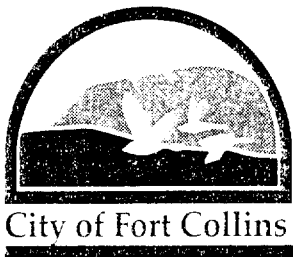
- The access ramp at the corner of Automation Way and Lowe Street needs to comply with the City's street standards. Please refer to the detail in that document.
- Please show the access points on the other side of Automation Way and Lowe Street.
- The distance from the flowline of Automation Way to the first parking space needs to be a minimum of 40 feet. Please modify the plans accordingly.
- Please provide an offsite construction easement on the adjacent property to the north for the work being performed outside of the property limits.
- The City is recommending that because additional right-of-way and easements are being dedicated, that you replat the property. Please provide City staff with the replat with your next submittal.
- Please check with Matt Baker on whether or not there are any repays due for the construction of Automation Way and Lowe Street.
- A driveway cut permit will be needed for both access points into the site.
- Please include the following details in the utility plans:
  - a. #D-12.5 (modify to a commercial local/commercial local intersection)
  - b. #D-13 access ramp detail
  - c. #D-20 additions to existing sidewalks
- Please refer to the utility plans and the site plan for additional comments.

Date: April 18, 2000

Signature: 

PLEASE SEND COPIES OF MARKED REVISIONS

Plat  Site  Utility  Landscape  Drainage Report  NO COMMENTS-SUBMIT MYLARS



April 26, 2000

Jim Sell Design  
c/o Vaughn Furness  
153 West Mountain Avenue  
Fort Collins, CO. 80524

Dear Vaughn,

Staff has reviewed your documentation for the **HAWTHORNE MAINTENANCE SUPPLY, Project Development Plan - #7-82M** that were submitted to the City on March 22, 2000, and is offering the following comments:

1. This property is located at the northeast corner of Automation Way and Lowe Street, in the Collindale Business Park. The site is just west of Timberline Road and approximately 2,000' south of East Horsetooth Road. It is in the E - Employment Zoning District in the Land Use Code (LUC). The proposed warehouse use is permitted in this district as an administrative (Type I) review. The proposed light retail use is not permitted in this district; however, representatives of the Current Planning and Zoning Departments have looked at the existing Hawthorne Supply facility on Riverside Avenue and have determined that the business appears to operate as an office & warehouse, with the retail/wholesale area as an accessory use. **PLEASE NOTE:** The retail/wholesale portion of the new facility must remain subordinate to the office & warehouse operation for the land uses to be permitted in the E District.
2. Dennis Greenwalt of **AT&T Cable Services** stated that they (apparently) did not receive a plat map of this project. They would like to have a 13' wide utility easement just outside of the street right-of-way.
3. Jim Slagle of **Public Service Company of Colorado** stated that he has no problems with this development plan.
4. Kim Kreimeyer of the **Natural Resources Department** stated that she has no comments regarding this development plan.

5. Mike Spurgin of the **Post Office** stated that he has no comments regarding this development plan.
6. Representatives of the **Zoning Department** offered the following comments:
  - a. Provide handicap ramps at driveway entrances on Automation Way and Lowe Street. Label all handicap ramps.
  - b. Show the building height on the Building Elevations.
  - c. The building measures out to about 29' in height. Project Note #1 on the Site Plan states that the maximum building height shall be 40'. This note should state what the ACTUAL maximum height is, not what is allowed by the zoning district. Please change the note to reflect the actual building height.
  - d. The monument signs should not be shown on the Site Plan. A separate review and permit is required for signage with this development.
  - e. Show building dimensions, the building envelope with dimensions, and distances from the envelope to each property line.
  - f. Remove Project Note #3 on the Site Plan regarding the zoning. There is no need for it. Note #2 is sufficient.
  - g. Add one more street tree along Automation Way.
  - h. Add two more trees along the east property line to meet the parking lot perimeter landscaping requirements as set forth in Section 3.2.1(E)(4)(a) of the LUC.
  - i. Add six more trees along the north property line to meet the parking lot perimeter landscaping requirements as set forth in Section 3.2.1(E)(4)(a) of the LUC.
  - j. Add a plant note on the Landscape Plan regarding installation of landscaping prior to issuance of a certificate of occupancy, as per Section 3.2.1(I)(4) of the LUC.

- k. Per the definitions in Article 5 of the LUC, this proposed use (applicant's Statement of Planning Objectives) is clearly a WAREHOUSE AND DISTRIBUTION facility, which is not a permitted use in the E District. Even assuming that the use was just a warehouse and permitted in the district, a showroom/retail would not be permitted as a secondary part of the warehouse use. The 20 employees would seem to be quite extraordinary for a warehouse, as would the need for customer parking. Please better describe and define the proposed use.

Please contact Jenny or Peter, at 221-6760, if you have questions about these comments.

7. A copy of the comments received from Donald Dustin of the **Stormwater Utility** is attached to this comment letter. Additional comments can be found on the red-lined reports and plans that are being forwarded to the applicant. Please contact Donald, at 221-2053, if you have questions about his comments.
8. A copy of the comments received from Tim Blandford of the **Engineering Department** is attached to this comment letter. Additional comments can be found on the red-lined plans that are being forwarded to the applicant. Please contact Tim, at 221-6750, if you have questions about his comments.
9. A copy of the comments received from Jeff Hill of the **Water/Wastewater Department** is attached to this comment letter. Additional comments can be found on red-lined plans that are being forwarded to the applicant. Please contact Jeff, at 221-6674, if you have questions about his comments.
10. A General Note should be added to the Site Plan that commits to the rooftop and ground-mounted mechanical equipment being in compliance with Section 3.5.1(J) of the LUC, which states that it *shall be screened from public view from both above and below by integrating it into the building and roof design, to the maximum extent feasible.*
11. Eric Bracke of the **Traffic Operations Department** stated that he has no problems with this development plan.



12. Doug Martine of the **Light & Power Department** stated that the developer will need to coordinate power requirements, the transformer location, and electric development charges with the Light & Power engineering department. Please contact them at 221-6700.
13. Gaylene Rossiter of **Transfort** stated that City transit exists off-site within walking distance. There is a transit stop on Automation Way north of Bighorn Road.
14. Comments received from Kathleen Reavis of **Transportation Planning** are on a red-lined Site Plan that is being forwarded to the applicant.

The following comments and concerns were expressed at the weekly Staff Review Meeting on April 19, 2000:

Stormwater (Donald Dustin)

15. There is already detention in the area. The applicant needs to show that the outfall has capacity. The new rainfall criteria must be used in the storm drainage considerations.

Engineering (Tim Blandford)

16. An additional 2' of street right-of-way for both Automation Way and Lowe Street is necessary. There must be a 9' wide utility easement behind the new right-of-way.
17. The access to the site from Automation Way looks OK, according to Traffic Operations. However, shared access with the existing development to the north would be preferred.
18. The existing points of access on the other sides of Automation Way and Lowe Street need to be shown on the Site Plan and utility plans.
19. Some off-site construction is needed at the northeast corner of this site. A construction easement must be acquired from that property owner and the easement must be obtained before this project can go to public hearing.
20. Check with Matt Baker of the Engineering Department, at 224-6108, about possible repays for the adjacent streets that this development could be responsible for.

21. It is being recommended that a replat of the property be done to accommodate new easement dedications, rather than doing them by separate document. This is a request only, not a requirement.

Transportation Planning (Kathleen Reavis)

22. The City is requesting that this development provide a sidewalk connection along the north side of Lowe Street from the southeast corner of the property to Timberline Road (a distance of about 400'). This development could then be eligible for a repay for the sidewalk from future to the east.
23. Bicycle lanes should be striped on Automation Way.
24. A sidewalk connection from the secondary entrance (facing Automation Way) to Lowe Street should be provided, possibly in lieu of the connection to Automation Way, as shown.

Planning

25. This item can be scheduled for an administrative public hearing as soon as several previously stated issues are resolved.

This completes the staff comments at this time. Additional comments will be forthcoming as they are received from City departments and outside reviewing agencies.

It was determined at the staff review meeting on April 19<sup>th</sup> that the project is ready to go to an administrative public hearing before an Administrative Hearing Officer for a decision. Another formal round of review is not required; however, there are some issues that must be resolved before actually scheduling the public hearing date. It is necessary to schedule a meeting with Tim Blandford of Engineering and Donald Dustin of Stormwater as soon as possible to discuss how to resolve the issues and move to the public hearing.

Please contact me at 221-6341 if you have questions about these comments.

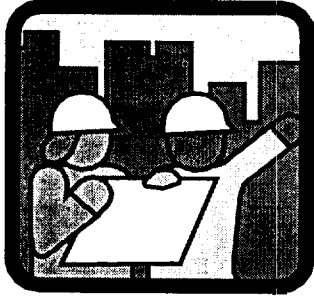
Sincerely,



Steve Olt

Project Planner

cc: Engineering  
Zoning  
Stormwater  
Water/Wastewater  
Transportation Planning  
Traffic Operations  
Stewart & Associates  
File #7-82M



# REVISION COMMENT SHEET

DATE: June 21, 2000

DEPT: ENGINEERING

PROJECT: #7-82N Collindale Business Park, 3<sup>rd</sup> Filing, Lot 2,  
Hawthorne Maintenance, Type 1 – (LUC)

PLANNER: Steve Olt

ENGINEER: Tim Blandford

All comments must be received by: July 5, 2000

No Problems

Problems or Concerns (see below or attached)

Comments:

- Modify the General Notes. See the attached sheet.
- Modify the easements shown on sheet 3 of 4.
- Add a bar scale on sheet 3 of 4.
- Modify detail D-15 on sheet 4 of 4.

Date: July 12, 2000

Signature: 

PLEASE SEND COPIES OF MARKED REVISIONS

Plat  Site  Utility  Landscape  Drainage Report  NO COMMENTS-SUBMIT MYLARS



June 21, 2000

Steve Olt  
Current Planning Department  
City of Fort Collins  
281 North College Avenue  
Fort Collins CO 80524

**RE: Hawthorne Maintenance Supply – Project Development Plan (PDP)  
Response to the PDP Staff Review Comments**

Dear Steve:

Based upon your PDP staff review comments of April 26, 2000, please note the following:

**1. Current Planning Department:**

- a) Noted, Hawthorne Maintenance Supply, Inc. will operate as an office and warehouse, with the retail/wholesale area as an accessory use;
- b) Note has been added to the Site Plan regarding rooftop and ground-mounted mechanical equipment requirements.

**2. AT&T Cable Service:**

AT&T Cable is installed in the existing easement. No additional easement is needed. This has been confirmed with AT&T.

**3. Public Service Company of Colorado:**

OK.

**4. Natural Resource Department:**

- a) OK.

**5. Post Office:**

OK.

**6. Zoning Department:**

- a) Handicap ramps will be provided at the driveway entrances on Automation Way and Lowe Street. These are shown and labeled on plans;
- b) Maximum building height of 28' is noted on plans and labeled on Architectural Elevations;
- c) Note has been corrected;
- d) Monument signs are not shown on plans. Owner will apply for a sign permit with separate review;
- e) Building dimensions are labeled on plans;
- f) Note regarding zoning has been removed;
- g) Tree has not been added to Automation Way because of potential site distance conflicts and conflict with existing street light;
- h) Two more trees have been added to the east property line;
- i) Six more trees have been added to the north property line;
- j) Note regarding installation of landscaping prior to issuance of a certificate of occupancy has been added to the Landscape Plan;
- k) It has been determined that this is an office and warehouse facility with retail/wholesale as an accessory use.

**7. Stormwater Utility:**

- a) A Plat has been submitted for review;
- b) Drainage Basins are delineated on the drainage plan.
- c) The Q10 and Q100 values are summarized on the drainage plans. Also, other information regarding the detention/water quality pond is being submitted with this Final Compliance Submittal.
- d) The proposed 49-foot contour is shown on plans;
- e) The outfall versus infall curb and gutters have been labeled on drainage plans;
- f) Trees and shrubs have been relocated to accommodate the drainage structures. Drainage structures are shown on Landscape Plans;
- g) A concrete apron is planned for the area;
- h) Calculations regarding the swale in Lot 2 have been shown in the Drainage Report;
- i) Erosion Control plan is OK;
- j) We will lower our estimates for the cost to revegetate the site, thank you;
- k) The outfall has capacity, see revised Drainage Report.

**8. Engineering:**

- a) The access ramp at the corner of Automation Way and Lowe Street has been redesigned to comply with the City's Street Standards;
- b) Access points on the other side of Automation Way and Lowe Street are now shown;
- c) The first parking stall now meets the City's requirement to be a minimum of 40';
- d) Offsite construction easement has been agreed upon with adjacent property owner;
- e) A replat has been submitted;
- f) Owner will work with Matt Baker on whether or not any repays will be due for construction of Automation Way and Lowe Street;
- g) Owner will apply for a driveway cut permit for Automation Way and Lowe Street curb cuts;
- h) The following details have been included in the utility plans: #D-12.5, #D-13, & #D-20;
- i) An additional 2' of street right-of-way has been dedicated on the Replat;
- j) Shared access will not be feasible with proposed truck traffic;

**9. Water/Wastewater:**

- a) Water and Sewer Lines are now shown on Landscape Plans, required spacing has been met;
- b) Stationing of sanitary sewer has been provide from the downstream manhole;
- c) No conflict between proposed fire line and existing sanitary sewer main.

**10. Traffic Operations Department:**

OK.

**11. Light and Power Department:**

Owner will coordinate service requirements with Light & Power Department.

**12. Transfort:**

Noted, transit stop on Automation Way north of Bighorn Road.

**13. Transportation Planning:**

- a) Sidewalk to Timberline will not be constructed at this time. It will be constructed when adjacent property develops. Hawthorne Supply meets connectivity requirements with existing sidewalk systems;
- b) Automation Way is existing and there are currently no bicycle striping on the street either side of this project;
- c) A sidewalk connection from the secondary access to Lowe Street is not practical because of the landscape berm and plantings at that location.

**Please note:**

- a) There is no need to update the Traffic Impact Study. The Traffic Impact Study submitted with the Project Development Plan is sufficient.
- b) There is no subsurface drainage required for this site, thus no Subsurface Hydrologic Study.
- c) See the Replat for Executed Deeds of dedication.

**Name and address of each owner of property in the PDP area:**

Merrill Collindale Property, LLC  
2400 Eastwood Drive  
Fort Collins, CO 80525

**Business address:**

Hawthorne Maintenance Supply, Inc.  
3942 Automation Way  
Fort Collins, CO 80525

**Name of all General and Limited Partners:**

Rick and Jodi Merrill

**I've enclosed:**

- Application Form and Fee \$1,000.00.
- All redlined Plat, Utility, Site and Landscape Plans and the redlined Drainage Report;
- Letter of Response to comments for this PDP, 3 copies;
- Replat, 23 copies;
- Final Site Plans, 30 copies;
- Final Landscape Plans, 20 copies;
- Architectural Elevations, 6 copies;
- Soils Report, 2 copies;
- Final Utility and Drainage Plans, 13 copies;
- Final Drainage and Erosion Control Report, 4 copies;
- Executed recorded agreements, 12 copies.

Thank you for your help in coordinating this project. I look forward to working with you throughout the development review process.

Should you have any questions or require additional information, please give me a call.

Sincerely,  
JIM SELL DESIGN, Inc.



L. Vaughn Furness  
Project Manager

cc: Rick Merrill