

AGENDA  
LARIMER COUNTY PLANNING COMMISSION  
Wednesday, August 12, 2020 / 6:00 P.M. / Commissioners' Hearing Room

**ADDENDUM**

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H. DISCUSSION ITEMS:

3. LARIMER COUNTY NORTH LANDFILL LOCATION PAGE 1  
AND EXTENT, FILE #20-ZONE2705

**Addendum Attachments:**

1. Memo
  2. Engineering Comments
  3. Health and Environment Comments
  4. Larimer North Landfill Property Site Photos
- 

4. LARIMER COUNTY YARD COMPOSTING LOCATION PAGE 15  
AND EXTENT, FILE #20-ZONE2706

**Addendum Attachments:**

1. Memo
2. Engineering Comments
3. Health and Environment Comments
4. City of Fort Collins Comment Letter



# ATTACHMENT

1

**To:** Larimer County Planning Commission  
**From:** Jenn Cram, AICP, Planner II

**Re:** Larimer County N Landfill Location & Extent and Larimer County Yard Composting Location and Extent

**Larimer County North Landfill L&E, #20-ZONE2705:**

We are attaching the referral agency comments from Larimer County Engineering and Larimer County Health and Environment received after the August 12 Planning Commission packet was completed. There are no major concerns noted that impact the proposed Location & Extent. The nature of the comments received can be addressed during the Technical Review.

We have not received any comments from neighbors.

We are also attaching photos of the site for reference.

Staff will be available to discuss and answer questions during the meeting on August 12.

**Larimer County Yard Composting L&E, #20-ZONE2706:**

We are attaching the referral agency comments from Larimer County Engineering, Larimer County Health and Environment and the City of Fort Collins received after the August 12 Planning Commission packet was completed. Some concerns were expressed from the City of Fort Collins related to the siting (location and character) of the Yard Composting facility and conflicts between the Solid Waste Infrastructure Master Plan and the Plan for the Region Between Fort Collins and Loveland. The nature of most of the comments received can be addressed during the Technical Review.

We have not received any comments from neighbors.

Staff will be available to discuss and answer questions during the meeting on August 12.



ATTACHMENT

2

## LARIMER COUNTY | ENGINEERING DEPARTMENT

P.O. Box 1190, Fort Collins, Colorado 80522-1190, 970.498.5700, Larimer.org

### MEMORANDUM

**TO:** Jenn Cram, Larimer County Planning Department

**FROM:** Steven Rothwell, Larimer County Engineering Department 

**DATE:** August 6<sup>th</sup>, 2020

**SUBJECT:** Larimer County North Landfill Location and Extent,  
File #20-ZONE2705

#### Project Description/Background:

This is a Location and Extent (L&E) review for the Larimer County North Landfill. The facility is proposed to be located west of County Road 9 and north of County Road 70.

#### Purpose:

The purpose of the Location and Extent process is to obtain information for the proposal that ensures that the public use and structure will conform to the adopted master plan. The Location and Extent process does not include a technical review of the application to ensure that it meets County Road and Stormwater Standards.

#### Comments:

1. The proposal appears to meet the intent of the applicable Engineering principles of the County Master Plan relating to stormwater management, floodplain hazards, and water quality.
2. If approved, Staff expects that specific technical documentation be submitted for review following the L&E process. At that time, Staff will review the proposal for compliance with the Larimer County Land Use Code Section 8 standards and other site design requirements including, but not limited to: adjacent and offsite street improvements, site access, traffic impacts, paved parking and adequate spaces, drainage impacts, stormwater quality, erosion control, etc.
3. Transportation Capital Expansion Fees (Section 9.5 of the LCLUC) will be required for this facility.

#### Staff Recommendation:

The proposal appears to meet the intent of the applicable Engineering principles of the County Master Plan and therefore we do not have any significant issues or outstanding comments that need to be addressed at this time. Staff expects that specific technical documentation be submitted for review following approval of the L&E.

Please feel free to contact me at (970) 498-5715 or e-mail me at [srothwell@larimer.org](mailto:srothwell@larimer.org) if you have any questions. Thank you.

cc: file



ATTACHMENT

3

## LARIMER COUNTY | HEALTH AND ENVIRONMENT

1525 Blue Spruce Drive, Fort Collins, Colorado 80524-2004, 970.498.6775, [www.larimer.org/health/ehs/](http://www.larimer.org/health/ehs/)

**TO:** Jennifer Cram  
Larimer County Planning Department

**FROM:** Lea Schneider 

**DATE:** August 10, 2020

**SUBJECT:** Larimer County North Landfill Location & Extent; 20-ZONE2705

The proposal is for a new landfill operation on 626 acres north of Wellington purchased by Larimer County in 2006. The site topography is characterized as low rolling hills that steepen near two north-south running ridge lines located near the center and west end of the property. Slopes across the site are from north to south. A transmission line divides the property which will result in two operating units for municipal solid waste disposal. Each unit will be used in phases, with each phase consisting of a liner and leachate collection system. New supporting features include scales and scale house, stormwater control, roadway systems, on-site water storage for dust and fire suppression.

Traffic to the landfill facility will enter on the northeast corner of the property and will be comprised mainly of transfer trailers from the Central Transfer Station as well as specific commercial haulers. Per the project description and *Waste Management & Diversion: Project Updates* website, it is understood that residential waste is to be disposed at the Central Transfer Station. The North Landfill will operate Monday thru Sunday from 7am to 10pm, with public access ceasing at 7pm. Sunday operation would only be necessary if the landfill was required to close during the week due to adverse weather or other events. Approximately 5 employees are anticipated to operate the landfill.

The Larimer County Comprehensive Plan adopted in 2019, addresses the need for regional solid waste management for a growing population. The Solid Waste Infrastructure Master Plan evaluated a number of options for managing the increasing watershed of Larimer County and selected several waste diversion actions in addition to the new landfill operations as the existing landfill is expected to reach capacity and close in 2024.

The Comprehensive Plan also addresses development have the ability to comply with federal, state and local permitting and compliance standards as an important element for achieving compatibility. The siting, permitting and regulation of solid waste disposal sites is an area of dual jurisdiction between Colorado Department Public Health and Environment's (CDPHE) Hazardous Materials and Waste Management Division (the Division) and local governing authorities. The applicant will need to follow applicable state and local permitting and regulation requirements during construction as well as



operation for the new landfill site. Primary regulations for design and operation include the Colorado Department of Health and Environment's (CDPHE) *Regulations Pertaining to Solid Waste Sites and Facilities (6 CCR 1007-2, PART 1)*. As part of this process, the applicant has submitted the technical specifications and reports for the landfill's Engineering Design and Operations Plan (EDOP) to CDPHE for review. The EDOP includes technical reports on existing site conditions of geology and hydrology, and proposed improvements for landfill design, stormwater management, methane gas collection, leachate collection and treatment, water quality monitoring, and future closure and post-closure plans. Once the technical review is completed, CDPHE will issue a letter of recommendation to Larimer County as we evaluate the proposed land use and compliance with our Land Use Code. If the County is able to support the proposed use, the County will then move forward with a Certificate of Designation (CD) public meeting to complete the EDOP approval. The CD is a document issued by the local governing body authorizing the use of land for a solid waste disposal site or facility and identifying the boundaries of the solid waste disposal site. The CD is issued if it has been determined that the technical standards set out in regulation are met and after local issues are considered and satisfied.

If the L&E application is approved, the applicant will then submit materials for the County's Technical Review application for the CD hearing. The Technical Review for the landfill should demonstrate how the operations will ensure compatibility with the surrounding land uses including concerns of nuisance conditions. The Division and Larimer County compliance standards require that operations shall not create nuisance conditions at or beyond the site boundary. This includes no off-site transport of dust, contaminated water, noise, odors, debris, light pollution, and pest management. Information will be necessary for the Technical Review application to demonstrate how the applicant will comply with this requirement for all on-site activities including water collection, equipment operation, storage, infrastructure, utilities (public and/or private), land and water management. Please note that the suggested portable restrooms will not be approved and that on-site wastewater treatment system will be required to support plumbed restrooms.

The Health Department supports this location and extent proposal understanding that the applicant shall submit additional planning documents as part of the future Technical Review application.

cc: Lou Perez via email: [perezlw@co.larimer.co.us](mailto:perezlw@co.larimer.co.us)

ATTACHMENT

4



View 1: Looking Southwest from the Northeast corner of the landfill property.



View 2: Looking North towards the landfill property from County Road 9 (approximately 8,700 feet south of the property).



**View 3: Looking North towards the landfill property from County Road 9 (approximately 4,200 feet south of the property).**



View 4: Looking Northwest towards the landfill property from County Road 9 (approximately 750 feet south of the property).



View 5: Looking East towards the landfill property from County Road 76 (approximately 4,600 feet west of the property).



View 6: Looking East towards the landfill property from County Road 76 (approximately 2,500 feet west of the property).



# ATTACHMENT

1

**To:** Larimer County Planning Commission

**From:** Jenn Cram, AICP, Planner II

**Re:** Larimer County N Landfill Location & Extent and Larimer County Yard Composting Location and Extent

**Larimer County North Landfill L&E, #20-ZONE2705:**

We are attaching the referral agency comments from Larimer County Engineering and Larimer County Health and Environment received after the August 12 Planning Commission packet was completed. There are no major concerns noted that impact the proposed Location & Extent. The nature of the comments received can be addressed during the Technical Review.

We have not received any comments from neighbors.

We are also attaching photos of the site for reference.

Staff will be available to discuss and answer questions during the meeting on August 12.

**Larimer County Yard Composting L&E, #20-ZONE2706:**

We are attaching the referral agency comments from Larimer County Engineering, Larimer County Health and Environment and the City of Fort Collins received after the August 12 Planning Commission packet was completed. Some concerns were expressed from the City of Fort Collins related to the siting (location and character) of the Yard Composting facility and conflicts between the Solid Waste Infrastructure Master Plan and the Plan for the Region Between Fort Collins and Loveland. The nature of most of the comments received can be addressed during the Technical Review.

We have not received any comments from neighbors.

Staff will be available to discuss and answer questions during the meeting on August 12.



ATTACHMENT

2

## LARIMER COUNTY | ENGINEERING DEPARTMENT

P.O. Box 1190, Fort Collins, Colorado 80522-1190, 970.498.5700, Larimer.org

### MEMORANDUM

**TO:** Jenn Cram, Larimer County Planning Department

**FROM:** Steven Rothwell, Larimer County Engineering Department 

**DATE:** July 22<sup>nd</sup>, 2020

**SUBJECT:** Larimer County Yard Composting Facility Location and Extent,  
File #20-ZONE2706

#### Project Description/Background:

This is a Location and Extent (L&E) review for the Larimer County Yard Composting Facility. The facility is proposed to be located at the existing landfill site northwest of the intersection of S. Taft Hill Rd. & W. Trilby Rd.

#### Purpose:

The purpose of the Location and Extent process is to obtain information for the proposal that ensures that the public use and structure will conform to the adopted master plan. The Location and Extent process does not include a technical review of the application to ensure that it meets County Road and Stormwater Standards.

#### Comments:

1. The proposal appears to meet the intent of the applicable Engineering principles of the County Master Plan relating to stormwater management, floodplain hazards, and water quality.
2. If approved, Staff expects that specific technical documentation be submitted for review following the L&E process. At that time, Staff will review the proposal for compliance with the Larimer County Land Use Code Section 8 standards and other site design requirements including, but not limited to: adjacent and offsite street improvements, site access, traffic impacts, paved parking and adequate spaces, drainage impacts, stormwater quality, erosion control, etc.
3. Transportation Capital Expansion Fees (Section 9.5 of the LCLUC) will be required for this facility.

#### Staff Recommendation:

The proposal appears to meet the intent of the applicable Engineering principles of the County Master Plan and therefore we do not have any significant issues or outstanding comments that need to be addressed at this time. Staff expects that specific technical documentation be submitted for review following approval of the L&E.

Please feel free to contact me at (970) 498-5715 or e-mail me at [srothwell@larimer.org](mailto:srothwell@larimer.org) if you have any questions. Thank you.

cc: file




ATTACHMENT

3

## LARIMER COUNTY | HEALTH AND ENVIRONMENT

1525 Blue Spruce Drive, Fort Collins, Colorado 80524-2004, 970.498.6775, [www.larimer.org/health/ehs/](http://www.larimer.org/health/ehs/)

**TO:** Jennifer Cram  
Larimer County Planning Department

**FROM:** Lea Schneider 

**DATE:** August 6, 2020

**SUBJECT:** Larimer County Yard Composting Facility Location & Extent;  
20-ZONE2706

The proposal is for a yard waste composting facility on 21 acres of the existing Larimer County Landfill property. The proposed location has been used for borrow soil and not covered solid waste, but is surrounded by closed phases of the landfill which serve as earthen berms for screening. New supporting features include an asphalt composting pad for wind roads, a lined collection pond, a stormwater detention pond, on-site stormwater control and roadway systems. Collected yard waste will be hauled in bulk to the site from other municipalities' collection sites. Finished compost will be then be distributed off-site. Hours and days of operation were not specified at this time, but should be at the next application.

The proposed yard composting facility is one of the actions that the Board of County Commissioners approved in an effort to achieve a waste diversion of 40% from the landfill as part of the Larimer County Comprehensive Plan to handle waste generated in Larimer County. Other actions proposed for the future of waste diversion include a food waste composting facility, construction and demolition processing facility, and an improved recycling facility. These improvements support the resolution passed by the Colorado Solid & Hazardous Waste Commission in August 2017, which targeted a statewide 45% diversion rate by 2036, with a 51% goal for the Front Range.

The Comprehensive Plan also indicates that proposed land use have the ability to comply with environmental permitting and compliance standards as an important element for achieving compatibility. The applicant will need to follow applicable local and state permitting and regulation requirements during construction as well as operation for site emissions/dust and erosion control/stormwater quality. Plans for controlling dust and maintaining stormwater quality, as well as modifications to existing permits, shall be provided as part of the future Technical Review/Site Plan application.

In addition, the design and operation of the composting facility shall comply with the Colorado Department of Health and Environment's (CDPHE) *Regulations Pertaining to Solid Waste Sites and Facilities (6 CCR 1007-2, PART 1)*. The applicant has submitted plans to CDPHE for the composting site which have been reviewed in conjunction with the existing landfill Engineering Design and Operations Plan. Review comments have

been received and are attached for reference. As part of the Regulations, the site shall register the Class 1 Composting site. As part of that registration, the applicant will need to submit documents demonstrating Larimer County approval to CDPHE.

The solid waste regulations specifically state that nuisance conditions shall not be created at or beyond the site boundary. This includes no off-site transport of dust, contaminated water, noise, odors, debris, and pest management. Information will be necessary for the Technical Review application to demonstrate how the applicant will comply with this requirement for all on-site activities including water collection, equipment operation, storage, land and water management. The materials submitted for Technical Review should also provide details for the proposed site improvements and supporting infrastructure.

The Health Department supports this location and extent proposal understanding that the applicant shall submit additional planning documents as part of the future Technical Review application.

cc: Lou Perez via email: [perezlw@co.larimer.co.us](mailto:perezlw@co.larimer.co.us)

ATTACHMENT

4





August 03, 2020

5887 S Taft Hill Rd  
Fort Collins, CO 80526

RE: Larimer County Yard Composting Facility, CRF200010, Round Number 1

Please see the following summary of comments from City staff and outside reviewing agencies for your submittal of Larimer County Yard Composting Facility . If you have questions about any comments, you may contact the individual commenter or direct your questions through your Project Planner, Meaghan Overton, at 970-416-2283 or [moverton@fcgov.com](mailto:moverton@fcgov.com).

**Comment Summary:**

**Department: Planning Services**

**Contact: Meaghan Overton, 970-416-2283, [moverton@fcgov.com](mailto:moverton@fcgov.com)**

**Topic:**

**Comment Number: 1**

Comment Originated: 08/01/2020

08/01/2020: GENERAL: Thank you for the opportunity to comment on this development proposal. The Yard Waste Composting Facility is a project of county wide impact and the City appreciates being involved in the development review process for this important piece of community infrastructure.

**Comment Number: 2**

Comment Originated: 08/01/2020

08/01/2020: PUBLIC ENGAGEMENT (general): Staff understands that property owners within 500 feet of the proposed Yard Waste Composting Facility received notification of the August 12 hearing for this Location and Extent proposal, and that a neighborhood meeting was not required. We suggest considering a broader community engagement effort that could include an expanded notification area, a media/press release, a neighborhood meeting, open house, or similar opportunities for wide ranging community notification and involvement. This effort could include opportunities for the public to continue to engage on the plans for the Central Transfer Station and the Behavioral Health Facility as well. There is public interest in providing feedback on all three of these projects, which could benefit the development of more detailed plans for these proposals prior to their Technical Review process with the County.

08/01/2020: PLAN CONFLICTS (location): The preferred scenario for this site, as shown in “A Plan for the Region Between Fort Collins and Loveland” subarea 3 (pg 16), is to transition the landfill site to open space/recreation uses after its closure. However, the North Front Range Solid Waste Infrastructure Master Plan (2018) identifies this site as the preferred location for the Yard Waste Composting Facility, which appears to create a conflict between these adopted documents. Does the subarea plan need to be amended or updated for the development of a Yard Waste Composting Facility on this site? Link to plan:

[https://www.larimer.org/sites/default/files/uploads/2017/plan\\_for\\_the\\_region\\_between\\_fort\\_collins\\_and\\_loveland.pdf](https://www.larimer.org/sites/default/files/uploads/2017/plan_for_the_region_between_fort_collins_and_loveland.pdf)

**Comment Number: 4**

Comment Originated: 08/01/2020

08/01/2020: SUBAREA PLAN (character): The guidance in “A Plan For the Region Between Fort Collins and Loveland” (jointly adopted by Larimer County and the Cities of Fort Collins and Loveland in 1995) offers several considerations for development in and around the landfill site, including:

- Maintaining rural, natural character
- Preserving view corridor to the foothills
- Ensuring visual separation between Fort Collins and Loveland

Any development on this site should thoughtfully reflect this guidance. For example, the project description mentions existing berming on the site that will screen the windrows from view – can this berming be enhanced with native landscaping to create a more naturalistic screening of the composting operations? What will the impact be on view corridors?

**Comment Number: 5**

Comment Originated: 08/01/2020

08/01/2020: ENVIRONMENTAL CONCERNS (location): Please see comments from Environmental Planning regarding potential environmental contamination on this site. At minimum, a Phase I Environmental Site Assessment (ESA) is strongly recommended. A particular concern is the impact of any environmental contamination on the finished compost, particularly if it is planned to be distributed to end users as noted in the project description.

**Comment Number: 6**

Comment Originated: 08/01/2020

08/01/2020: SITE DESIGN AND SCREENING (character): The City’s development standards would typically require screening from public view of all storage, loading, and work operations in the Industrial Zone District. These functions should be incorporated into the overall design theme of the site so that the architectural design is continuous and uninterrupted by ladders, towers, fences and equipment, and no attention is attracted to the functions by use of screening materials that are different from or inferior to the principal materials of the building and landscape. These areas shall be located and screened so that the visual and acoustic impacts of these functions are fully contained and out of view from adjacent properties and public streets. A rendering to show the Yard Waste Composting Facility (in full operation) from Taft Hill Road could help illustrate potential visual impacts. Generous landscape setbacks and berming could help with screening. Additional information about acoustic impacts and noise levels would also be very helpful.

**Comment Number: 7**

Comment Originated: 08/01/2020 **25**

08/01/2020: SETBACKS (character): City regulations for a site like this one would require a 30-foot minimum landscaped yard along all arterial streets in the Industrial Zone District. A similar (or more generous) depth of landscaped yard is recommended on this site. The setback from Taft Hill Road appears to be approximately 200 feet, which far exceeds this requirement. However, there was no landscape plan submitted for this phase of the project review. Please see forestry and planning landscaping comments for staff recommendations, which may be more applicable to the Technical Review. The City understands that the more detailed Technical Review will take place after the Location and Extent proposal is approved.

**Comment Number: 8**

Comment Originated: 08/01/2020

08/01/2020: LANDSCAPING (character): The design of landscaping will be particularly important on this site to reinforce the natural/rural feeling of the area, as well as to align with the guidance contained in the subarea plan for this area to retain its natural character. We recommend enhancements to the existing landscape/berming to the maximum extent feasible. Preservation of the view corridor to the foothills from the roadway is also critical. For landscape design, we recommend generous setbacks, berming and planting to screen vehicle use areas, dense landscaping along the perimeter of the site, and native plantings/grasses to help the site integrate seamlessly into the surrounding natural areas.

**Comment Number: 9**

Comment Originated: 08/01/2020

08/01/2020: BUILDING DESIGN (character): According to the project description, no buildings or new infrastructure are planned for this phase of the Compost Facility development. When future phases are proposed, the City understands that additional Location and Extent review will be required. Staff appreciates the opportunity to comment on future phases, particularly if they involve construction of new buildings, access roads, and utilities.

**Comment Number: 10**

Comment Originated: 08/01/2020

08/01/2020: STREET IMPROVEMENTS (extent): Please see comments from Traffic Operations and regarding future roadway improvements along South Taft Hill.

**Department: Engineering Development Review**

**Contact: Marc Virata, 970-221-6567, [mvirata@fcgov.com](mailto:mvirata@fcgov.com)**

**Topic: General**

**Comment Number: 1**

Comment Originated: 08/03/2020

08/03/2020: Comments provided are the same as previous referrals in the overall campus (Behavior Facility and Transfer Station). Understanding how infrastructure components might be coordinated and installed between the three projects would be helpful.

**Comment Number: 2**

Comment Originated: 08/03/2020

08/03/2020: The project should be providing right-of-way dedication and frontage improvements to abutting street classifications. Taft Hill Road is classified as a 4 lane arterial and built to this half street width along the property frontage. This would also include sidewalk in the ultimate condition (width and detachment from the street).

**Comment Number: 3**

Comment Originated: 08/03/2020 **26**

08/03/2020: LCUASS requirements for frontage improvements to a 4 lane arterial standard include urbanized improvements (curb and gutter, street trees in the parkway, etc.) It may be that there's an interest in exploring a different urbanized aspect given the context of the surrounding area being considered more rural/naturalistic. We'd be open to exploring potential options, such as perhaps not including curb and gutter, with the premise that the outcome doesn't impact concerns such as street drainage sheetflowing over sidewalk.

**Comment Number: 4**

Comment Originated: 08/03/2020

08/03/2020: The traffic study indicates the signalization of the Trilby/Taft Hill Road intersection, along with the construction of the right turn lane. We'd like to be part of the review to coordinate the design of the transportation improvement of this project.

**Comment Number: 5**

Comment Originated: 08/03/2020

08/03/2020: Will Trilby Road west of Taft Hill Road be built with urbanized (paved) improvements?

**Department: Stormwater Engineering**

**Contact: Chandler Arellano, (970) 420-6963, [carellano@fcgov.com](mailto:carellano@fcgov.com)**

**Topic: Erosion Control**

**Comment Number: 2**

Comment Originated: 08/03/2020

08/03/2020: Information Only:

This project is outside of the City's MS4 boundaries and does not trigger erosion control requirement under City Code. If this project was developed in the City, the site disturbs more than 10,000 sq. ft. and therefore Erosion and Sediment Control Materials would need to be submitted. The erosion control requirements that would apply are located in the Stormwater Design Criteria in Chapter 2 Section 6.0 a copy of those requirements can be found at [www.fcgov.com/erosion](http://www.fcgov.com/erosion). Though City Erosion control requirements do not apply, please ensure that Larimer County and CDPHE erosion control requirements are being followed so that the appropriate permits for stormwater will be pulled before Construction Activities begin.

**Contact: Dan Mogen, 970-305-5989, [dmogen@fcgov.com](mailto:dmogen@fcgov.com)**

**Topic: General**

**Comment Number: 1**

Comment Originated: 07/09/2020

07/09/2020: Per the IGA between the City and County, the following requirements will apply:

- The design of this site must conform to the drainage basin design of the Fossil Creek Master Drainage Plan.
- A drainage report and construction plans are required and they must be prepared by a Professional Engineer registered in the State of Colorado.
- Onsite detention is required for the runoff volume difference between the 100-year developed flow rate and the 2-year historic release rate, which is 0.2 cfs/acre in the Fossil Creek Basin.
- Water quality treatment for the site is required.

Based on the Phase 1 Conceptual Layout, it appears there is a plan for addressing stormwater as channels and berms in addition to a detention pond are shown; however, additional information is needed.

**Department: Light And Power**

**Contact: Austin Kreager, 970-224-6152, [akreager@fcgov.com](mailto:akreager@fcgov.com)**

**Topic: General**

**Comment Number: 1**

Comment Originated: 07/09/2020 **27**

07/09/2020: Light and Power does not currently serve this area with electricity. We will not be your provider at this time. Thank you.

**Department: Environmental Planning**

**Contact: Scott Benton, , [sbenton@fcgov.com](mailto:sbenton@fcgov.com)**

**Topic: General**

**Comment Number: 1**

Comment Originated: 07/31/2020

07/31/2020: PRE-SUBMITTAL: If the proposed project was within City limits an Ecological Characterization Study (ECS) would be required by Land Use Code (LUC) Section 3.4.1 as the site is within 500 feet of LUC-defined natural habitats and features (Cathy Fromme Prairie Natural Area and native grassland). The ECS would address all items (a)-(l) of LUC 3.4.1(D)(1) available for view online, as well as addressing the presence and/or use by prairie dogs.

While City of Fort Collins development standards and mitigation requirements in Section 3.4.1 of the Land Use Code do not apply for this development, the City encourages the applicant to consider the following measures to protect sensitive resources.

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

**Comment Number: 2**

Comment Originated: 07/31/2020

07/31/2020: PRE-SUBMITTAL: Fine, airborne particulate matter (fugitive dust) generated by construction related activities is considered a Criteria Air Pollutant and is regulated by federal, state, and local government due to its impact on public health and safety, and the environment. Per Section 12-153 of Municipal Code, the City requires owners/operators of developments and construction sites that are greater than 5 acres prepare and submit a Dust Control Plan. Dust Control Plan guidance is available in the City's Dust Prevention and Control Manual at [fcgov.com/dust](http://fcgov.com/dust). Said Plan would be required prior to Development Construction Permit.

**Comment Number: 3**

Comment Originated: 07/31/2020

07/31/2020: INFORMATION ONLY: Please incorporate water conservation materials and techniques including 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).

**Comment Number: 4**

Comment Originated: 07/31/2020

07/31/2020: PRE-SUBMITTAL: As the proposed project would require construction and earth-moving activity, as well as substantial vehicular traffic, the City recommends development of a weed management plan to limit the spread of noxious and undesirable species to the adjacent Cathy Fromme Prairie Natural Area.

07/31/2020: PRE-SUBMITTAL: The City encourages you to submit a site photometric plan and luminaire schedule to prevent the light spillage into nearby native areas. 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 required. Please also consider fixtures with motion-sensing or dimming capabilities so that light levels can be adjusted as needed. The City requires site light sources to 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/>

**Comment Number: 6**

Comment Originated: 07/31/2020

07/31/2020: INFORMATION ONLY: When generating native seed mixes and designing landscaped areas, please consider matching the composition or improving upon the quality of nearby native areas. Please consider using: Pawnee Buttes Seed Inc Foothills Native Mix, Native Prairie Mix, and/or Native Prairie Wildflower Mix or Western Native Seed High Plains Foothills Mix and/or Shortgrass Prairie Mix, as well as seeding shrubs. Recommend drill seed rate of 15lbs/ac and double that for broadcast seeding method along with temporary irrigation to achieve establishment.

07/31/2020: PRE-SUBMITTAL: This project is adjacent to Larimer County Landfill that is known to have chemical and environmental contamination and is currently subject to corrective action from the State (Colorado Department of Public Health and Environment). A Phase I Environmental Site Assessment (ESA) is recommended to ensure full disclosure of the latest available information to ensure the safety of building occupants and/or facility workers from potential vapor intrusion. The Phase I ESA will also inform the potential need for a Phase II ESA sampling plan at the building site(s), as well address any corrective actions and/or environmental covenants implemented by ongoing negotiations between CDPHE, Larimer County, the City of Fort Collins, and the City of Loveland. The proposed development project would need to address LUC 1.2.2(I), LUC 3.4.2 and LUC 3.4.9, included here.

LUC 1.2.2(I): The purpose of the Land Use Code is to improve and protect the public health, safety and welfare by:... (I) minimizing the adverse environmental impacts of development.

LUC 3.4.2: The project shall conform to all applicable local, state and federal air quality regulations and standards, including, but not limited to, those regulating odor, dust, fumes or gases which are noxious, toxic or corrosive, and suspended solid or liquid particles. The project shall be designed and constructed to comply with the dust control measures contained in the Dust Control Manual to the extent required therein.

LUC 3.4.9 Health Risks (A): this Section is intended to protect the occupants of and visitors to the site following development from health risks that may be presented by the existence of dangerous chemicals, metals or other substances, microorganisms, germs, bacteria or viruses, which pose a health risk to the potential occupants of and/or visitors to the development site if permitted to develop.

LUC 3.4.9 Health Risks (B): If, because of credible evidence in the possession of the City or the applicant, whether written or otherwise, there is a reasonable suspicion or belief that the development site contains dangerous chemicals, metals or other substances, microorganisms, germs, bacteria or viruses, which pose a health risk to the potential occupants of and/or visitors to the development site if permitted to develop, then the applicant shall either take such actions as are necessary to satisfy the decision maker that such health risks have been reasonably mitigated, or shall demonstrate to the decision maker by presentation of written statements from either the Larimer County Health Department or from specialists appropriate in education and training to examine the risks, showing that the suspicion of danger and health risk is scientifically unfounded and that actual, reasonable risk is unlikely.

07/31/2020: PRE-SUBMITTAL: If the proposed project was within City jurisdiction it would be required to comply with Section 3.4.1(L), Compatibility with Public Natural Areas or Conserved Land, as it is adjacent to the Cathy Fromme Prairie Natural Area. If the project contains or abuts a publicly owned natural area or conserved land, the development plan shall be designed so that it will be compatible with the management of such natural area or conserved land. In order to achieve this, the development plan shall include measures such as barriers or landscaping measures to minimize wildlife conflicts, setbacks or open space tracts to provide a transition between the development and the publicly owned natural area or conserved land, and educational signage or printed information regarding the natural values, management needs and potential conflicts associated with living in close proximity to such natural area or conserved land. Attention should also be given to buffering methods to mitigate vehicular noise generated by the proposed level of traffic in consideration of both the wildlife and natural area visitor experience. Additionally, please insure that appropriate erosion control BMPs (both short-term during the construction process and permanent over the life of the project) are planned for and utilized to protect Fossil Creek as it directly drains to Cathy Fromme Prairie Natural Area. Please contact the Natural Areas Department to coordinate fence design, easements, and other relevant issues.

The Land Use Code requires that whenever a project abuts a Natural Area, then compatibility with and reasonable public access to that Natural Area is required. The Natural Areas Department has identified the project area as a possible location for a trail connection from Cathy Fromme Prairie Natural Area to Coyote Ridge Natural Area. Please consider the potential of elevated pedestrian traffic along Trilby and Taft, as well as crosswalks at each egress to facilitate access to Coyote Ridge Natural Area and a potential trail while developing your site plan. A high priority for the Natural Areas Department is a signalized crosswalk at the intersection of Trilby and Taft. Please ensure your ECS addresses this code requirement, see Section 3.4.1(L)(M) for more information.

**Department: Forestry**

Contact: Molly Roche, 224-616-1992, [mroche@fcgov.com](mailto:mroche@fcgov.com)

**Topic: General****Comment Number: 1**

Comment Originated: 07/31/2020

7/31/2020: INFORMATION ONLY

There appears to be existing trees on-site. Will there be any impact to existing trees with the proposed development? Significant trees should be retained to the extent reasonably feasible.

**Comment Number: 2**

Comment Originated: 07/31/2020

7/31/2020: INFORMATION ONLY

Will any additional landscaping be incorporated?

If so, please provide a landscape plan for review. For projects within city boundary, the landscape plan typically includes existing tree inventory, any proposed tree removals with their location clearly noted and any proposed tree plantings (including species, size, quantity and method of transplant).

**Comment Number: 3**

Comment Originated: 07/31/2020

7/31/2020: INFORMATION ONLY

City Forestry requests that street trees be installed in the right of way along Trilby and Taft Hill Road. A list of approved street trees can be found on our website: <https://www.fcgov.com/forestry/approved-street-trees>.





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I. REPORT FROM STAFF

J. ADJOURN

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NEXT MEETINGS: Wednesday, August 19, 2020: BCC/Planning Commission worksession  
Wednesday, September 9, 2020: BCC/Planning Commission worksession  
Wednesday, September 16, 2020: Planning Commission hearing

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*Per the Americans with Disabilities Act (ADA), Larimer County will provide a reasonable accommodation to qualified individuals with a disability who need assistance. Services can be arranged with at least seven business days' notice. Please email us at [beilbykm@larimer.org](mailto:beilbykm@larimer.org) or by calling 970-498-7719 or Relay Colorado 711. "Walk-in" requests for auxiliary aids and services will be honored to the extent possible but may be unavailable if advance notice is not provided.*

*1.	<b>TITLE:</b>	<b>Coll Special Exception</b>
	<b><u>REQUEST:</u></b>	The applicant requests Special Exception approval for a Resort Lodge/Cottage in the FA-1 - Farming zoning district. Approval would allow for the property owners to rent a detached accessory building to up to four guests at a time on a short term basis. The request includes appeals to Sections 8.1.4 and 8.6.3.C of the Land Use Code regarding fire protection and paving.
	<b><u>LOCATION:</u></b>	5391 Wild Lane, Loveland; located east of the intersection of Wild Lane and Peep O Day Lane
	<b><u>APPLICANT:</u></b>	Jessica Stonberg Baseline Engineering Corporation 112 N. Rubye Drive, Suite 180 Golden, CO 80403
	<b><u>PROPERTY OWNERS:</u></b>	George and Jennifer Coll 5391 Wild Lane Loveland, CO 80538
	<b><u>STAFF CONTACTS:</u></b>	Michael Whitley, AICP, Planning Connor Sheldon, Engineering Lea Schneider, Health Department
	<b><u>FILE #:</u></b>	20-ZONE2632
	<b><u>PC HEARING DATE:</u></b>	August 12, 2020
	<b><u>DATE OF STAFF REPORT:</u></b>	July 20, 2020
	<b><u>NOTICE GIVEN:</u></b>	1) Newspaper Publication 2) First Class Mailing to surrounding property owners within 1,500 feet 3) Posting in the officially designated area of the Larimer County Courthouse Offices no less than twenty-four hours in advance of the hearing.

SITE DATA:

Parcel Number:	95074-00-025
Total Development Area:	1.94 Acres
Existing Land Use:	One Single-Family Home, two detached accessory buildings
Proposed Land Use:	Resort Lodge, Cottage, Artist Studio
Existing Zoning:	FA-1 – Farming
Adjacent Zoning:	
North, East & West:	FA-1 – Farming
South:	FA-1 – Farming and T - Tourist
Adjacent Land Uses:	Single-Family Homes & Devil’s Backbone Open Space
Services:	
Access:	Wild Lane
Water:	City of Loveland
Sewer:	On-lot septic
Fire Protection:	Loveland Rural Fire Protection District
Maximum No. Trips Generated by Use:	Approximately 36 per day

**PROJECT DESCRIPTION/BACKGROUND:**

The subject property is a 1.94-acre parcel at 5391 Wild Lane, Loveland, located east of the intersection of Wild Lane and Peep O Day Lane. The property is zoned FA-1 – Farming.

The property currently contains a 1,557 square-foot single-family home, a 1,152 square-foot detached garage and a 600 square-foot accessory structure. The property owners currently teach art classes in the detached garage as a home occupation.

The property owners propose to convert the 600 square foot accessory structure into a unit for short term rental for up to 4 guests at a time.

The Land Use Code defines a Resort Lodge/Resort Cottages as, “A building or group of buildings, under single management and ownership, containing rooms and/or units available for temporary rental to transient guests, and where the primary attraction is generally recreational features or activities.”

Resort Lodge/Cottages are not allowed in the FA-1 – Farming zoning district so Special Exception approval is required for this use on this property.

Home occupations are accessory to single-family dwellings. If the proposed Special Exception is approved, the existing home will be classified as a Resort Lodge and the art classes currently taught by the property owner can no longer be considered a home occupation. The Special Exception request includes the ability to continue offering the classes as an extension of the Resort Lodge/Cottages use.

The applicant's project description indicates that classes are three hours long, occur three times per week and have a maximum of six students per class.

The request also includes an appeal to Sections 8.6.3.C regarding paving and 8.1.4.G regarding fire protection.

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#### **REVIEW CRITERIA AND ANALYSIS:**

To approve a Special Exception application, the County Commissioners must consider the following review criteria and find that each criterion has been met or determined to be inapplicable:

**A. The proposed use will be compatible with existing and allowed land uses in the surrounding area and will be in harmony with the neighborhood;**

Compatibility is largely determined by input from surrounding property owners.

Notice of the application was sent to property owners within 1,500 feet of the subject property. Excluding parcels owned by Larimer County and the City of Loveland, notice was sent to the owners of 48 parcels. One of the property owners objected, with a primary concern that the proposed use will increase traffic on Wild Lane. Their correspondences are included in Attachment E.

The Engineering Department and Colorado Department of Transportation do not have traffic concerns with the proposed use.

Recognizing that one neighbor has concerns, given the lack of comment from the majority of the surrounding neighbors, the Development Services Team finds that the proposed use will be compatible with existing and allowed uses in the surrounding area and be in harmony with the neighborhood.

**B. The recommendations from referral agencies have been considered;**

The application was referred to a variety of agencies. Responses were received from the Larimer County Engineering Department, Department of Health and Environment, Building Department, Code Compliance, Emergency Services, the Colorado Department of Transportation, the City of Loveland and the Loveland Rural Fire Protection District. Those responses are attached to this report as Attachment D.

If the Special Exception is approved, the property owners will provide a more detailed site plan will be required to be submitted, reviewed, and approved and any outstanding referral agency comments (such as the size and location of parking spaces and the location of existing septic systems) will need to be resolved prior to the issuance of a change of occupancy permit.

**C. The proposed use will not result in a substantial adverse impact on other property in the vicinity of the subject property;**

On average, a single-family home generates 10 trips per day. The proposed Resort Cottage will likely generate an additional 10 trips per day. There are no changes proposed to the traffic generated by art classes.

As with compatibility, the Development Services Team recognizes that while a nearby property owner has traffic concerns, the Development Services Team finds that the proposed use should not result in a substantial adverse impact on other properties in the vicinity.

**D. The applicant has demonstrated that this project can and will comply with all applicable requirements of this Code;**

The principal requirements for the review are located within Section 8 of the Larimer County Land Use Code. The Development Services Team comments are summarized here.

**Applicable Section 8 Standards for All Development**

**Section 8.1 Adequate Public Facilities**

**Sub-Section 8.1.1 Sewage Disposal Level of Service Standards:**

There are no septic system permits on file with the Department of Health and Environment. The applicant represents that the home and barn are currently served by separate on-site septic systems. The system serving the home would also serve the Resort Cottage and reported to be 1,500 gallons which could support up to six individuals.

The Department of Health and Environment has requested additional information regarding the systems and has requested that the site plan be modified to show sewer lines exiting each structure to the corresponding septic tanks. They have also requested that the site plan be modified to show the size and location of the septic system absorption fields. If the Special Exception is approved, this information can be provided post-approval.

**Sub-Section 8.1.2 Domestic Water Level of Service Standards:**

Water service to the property is supplied by the City of Loveland. A referral was sent to the City of Loveland. They indicated they have no concerns.

**Sub-Section 8.1.3 Drainage Level of Service Standards:**

There are no drainage concerns with this proposal.

**Sub-Section 8.1.4 Fire Protection & Emergency Medical Level of Service Standards:**

The subject property is within the boundary of the Loveland Rural Fire Protection District.

This request includes an appeal to Section 8.1.4.G.1 of the Land Use Code which requires that the non-residential uses (including accommodations uses) be equipped with a fire sprinkler system if the building is not within 1,000 feet of a fire hydrant connected to a public water supply with adequate pressures and flows.

Comments from the Loveland Rural Fire Protection District indicate that the closest fire hydrant is located at 5623 US Highway 34 which is approximately 1,300 feet from the subject property. The Loveland Rural Fire Protection district would not require the buildings be equipped with fire sprinkler systems and supports the proposed appeal.

The appeal is further discussed later in this report.

**Sub-Section 8.1.5 Road Capacity and Level of Service Standards:**

The standards in this section help to ensure that a development will have safe and adequate access to public roads and transportation related services and that the development does not create a demand for additional public improvements or services that cannot be met with existing public resources.

The proposed facility will take access from Wild Lane which intersects US 34 south and east of the subject property. The Larimer County Engineering Department CDOT have no concerns with road capacity or level of service standards.

**Section 8.3 Hazard Areas:**

This property is not in a flood fringe or floodway and the majority of the property is in the lowest wildfire hazard area. A portion of the Devil's Backbone formation is on this property. There is a severe geological hazard area identified on-site because of the rock fall hazard associated with the Devil's Backbone.

**Section 8.4 Wildlife:**

A referral was sent to the Colorado Parks & Wildlife office, but comments on the project were not received.

### **Section 8.6 Private Local Access Road and Parking Standards:**

Section 8.6.3.C of the Land Use Code requires that parking spaces and driveways associated with nonresidential development must be paved with concrete or asphalt if the property takes access from a paved road.

Wild Land is paved. The majority of the existing driveway and parking associated with the home is paved with concrete. However, there is a parcel owned by Larimer County between Wild Land and the subject property and that area is not paved.

Approval of the appeal would allow the unpaved portions of the driveway (both on-site and across the parcel owned by Larimer County) to remain unpaved. It would also allow the additional parking spaces required to support the proposed uses to be on an all-weather surface.

### **Section 8.13 Commercial Mineral Deposits:**

There are no known commercial mineral deposits underlying the property.

**E. There is reasonable justification for the use being at the proposed location rather than in a municipality or where zoning would allow the use by right or by Special Review;**

The proposed building to be used for short term accommodations is approximately 600 square feet and could accommodate up to 4 guests at a time.

While Resort Lodge/Cottages are not allowed in the FA-1 – Farming zoning district, Bed and Breakfasts and Short Term Rentals with up to 10 guest are allowed in this zoning district with Public Site Plan approval and Bed and Breakfasts and Short Term Rentals with more than 10 guests are allowed with Minor Special Review approval.

Bed and Breakfasts are classified as single-family dwellings and Bed and Breakfast operators would retain the ability to conduct home occupations.

Given that the property owners will continue to reside on-site, the small number of guests proposed, and the ability to seek approval for more intensive accommodations uses in this zoning district, it seems reasonable to allow the proposed Resort Lodge, Resort Cottage and Artist Studio on this property.

The Development Services Team finds that there is reasonable justification for the use being located where proposed.

**F. The nature of the proposed use and its operations are such that there are significant benefits to the public to be located where proposed; and**

The Planning Department has seen a significant increase in requests for approval for short term accommodations uses in the last few years. In the project description, the



applicant states that approval of the proposed use will support the owners' art classes and nearby destinations such as the Devil's Backbone and Loveland.

Given the reported demand for short term accommodations and the lack of short term accommodation uses in the immediate vicinity, there would be a significant benefit to the public for the proposed use at this location.

**G. The proposed use is consistent with the County Master Plan.**

This property is outside of, but adjacent to, the Loveland Growth Management Areas and is identified as Rural on the Comprehensive Plan's Framework Map.

Approval of this use would allow the existing home to remain the primary residence for the property owners, would allow them to continue to hold art classes and would allow for a Resort Cottage to the property.

The mixing of uses is supported by Comprehensive Plan Principle and Policy H2.1 which reads,

"Create flexibility and ensure that the Land Use Code provides opportunities for a diversity of housing options including co-housing, accessory dwelling units, tiny homes, manufactured/modular homes, recreational vehicles/trailers/tiny homes on wheels, mixed use, and other innovative housing options where adequate infrastructure is available or is planned. "

**FIRE PROTECTION & PAVING APPEALS:**

The subject property is within the boundary of the Loveland Rural Fire Protection District.

This request includes an appeal to Section 8.1.4.G.1 of the Land Use Code which requires that the non-residential uses (including accommodations uses) be equipped with a fire sprinkler system if the building is not within 1,000 feet of a fire hydrant connected to a public water supply with adequate pressures and flows.

Comments from the Loveland Rural Fire Protection District indicate that the closest fire hydrant is located at 5623 US Highway 34 which is approximately 1,300 feet from the subject property. The Loveland Rural Fire Protection district would not require the buildings be equipped with fire sprinkler systems and supports the proposed appeal.

Section 8.6.3.C of the Land Use Code requires that parking spaces and driveways associated with nonresidential development must be paved with concrete or asphalt if the property takes access from a paved road.

As previously noted in this report, the Resort Cottage would accommodate a maximum of 4 guests. There is an exemption from the fire sprinkler requirement for Bed and Breakfasts and Short Term rentals with 10 or fewer guests. Bed and Breakfasts and Short Term rentals with 10 or fewer guests are also exempt from having to pave their driveways and parking spaces.

When considering whether to approve an appeal to deviate from standards or requirements of this Code, other than minimum lot size requirements, the County Commissioners may grant the appeal subject to safeguards and conditions consistent with their findings concerning the following factors. The County Commissioners will consider each of the following factors and make findings pertaining to each one which, in their discretion, applies to the appeal:

- A. Approval of the appeal will not subvert the purpose of the standard or requirement.

The purpose of the fire protection standard is to provide adequate protection for each use and the purpose of the paving thresholds is to provide paving when appropriate for the level of intensity and frequency of use for non-residential facilities.

The property owners propose to provide two fire extinguishers in the Resort Lodge and the majority of the access and parking area needed to support the proposed uses is already paved.

Given the low intensity of the proposed uses and the inequity of the fire protection and paving requirements for a Resort Lodge and Resort Cottage compared to Bed and Breakfasts and Short Term rentals with 10 or fewer guests, approval of the appeal would not subvert the purpose of the standard.

- B. Approval of the appeal will not be detrimental to the public health, safety or property values in the neighborhood.

There is no evidence that approval of both appeals would be detrimental to the public health, safety or property values in the area.

- C. Approval of the appeal is the minimum action necessary.

Approval of the appeal is the minimum action necessary to achieve the applicants' goals of not paving an additional area on, or adjacent to, their property and to not retrofit each of the three buildings with fire sprinkler systems.

- C. Approval of the appeal will not result in increased costs to the general public.

Approval of the appeal would not result in increased costs to the general public.

- E. Approval of the appeal is consistent with the intent and purpose of the Code.

The intent and purpose of these provisions of the Code are to provide adequate fire protection and to provide adequate parking and access surfaces that are appropriate for the level of intensity of the proposed use.

Granting the appeals would allow this property, which can accommodate a maximum of six people, to meet the same standards for fire protection and paving as Bed and Breakfasts and Short Term rentals with 10 or fewer guests.

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#### OTHER REVIEW AGENCY COMMENTS:

The application was referred to a variety of agencies. Responses were received from the Larimer County Engineering Department, Department of Health and Environment, Building Department, Code Compliance, Emergency Services and the Colorado Department of Transportation, Loveland Rural Fire Protection District and the City of Loveland. Those responses can be found in Attachment D.

Most of the referral agency comments have been discussed in this report. If the Special Exception is approved, the property owners will provide a more detailed site plan to address outstanding site development issues.

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#### MAJOR ISSUES AND CONCERNS:

There are no major issues or concerns with the request that have not been discussed in the body of the report.

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#### DEVELOPMENT SERVICES TEAM FINDINGS:

For the Special Review:

- A. The proposed use can be operated to be compatible with existing and allowed land uses in the surrounding area and will be in harmony with the neighborhood;
- B. The recommendations from referral agencies have been considered;
- C. The proposed use should not result in a substantial adverse impact on other property in the vicinity of the subject property;
- D. The applicant has demonstrated that this project can and will comply with all applicable requirements of this code;
- E. There is reasonable justification for the use being at the proposed location rather than in a municipality, county approved Growth Management Area, or where zoning would allow the use by right or by Special Review;
- F. The nature of the proposed use and its operations are such that there are significant benefits to the public to be located where proposed; and

G. The proposed use is consistent with the County Master Plan.

For the Appeals:

- A. Approval of the appeals would not subvert the purpose of the standard or requirement.
- B. Approval of the appeals would not be detrimental to the public health, safety or property values in the neighborhood.
- C. Approval of the appeals is the minimum action necessary.
- D. Approval of the appeals will not result in increased costs to the general public.
- E. Approval of the appeals is consistent with the intent and purpose of the Code.

#### DEVELOPMENT SERVICES TEAM RECOMMENDATIONS:

The Development Services Team recommends approval of the Coll Special Exception, File 20-ZONE2632 subject to the following conditions:

1. This Special Exception approval shall automatically expire without a public hearing if the use is not commenced within three years of the date of approval.
2. The site shall be developed consistent with the approved plan and with the information contained in the Coll Special Exception File20-ZONE2632 except as modified by the conditions of approval or agreement of the County and applicant. The applicant shall be subject to all other verbal or written representations and commitments of record for the Coll Special Exception.
3. Failure to comply with any conditions of the Special Exception approval may result in reconsideration of the use and possible revocation of the approval by the Board of Commissioners.
4. This application is approved without the requirement for a Development Agreement.
5. In the event the applicant fails to comply with any conditions of approval or otherwise fails to use the property consistent with the approved Special Exception, applicant agrees that in addition to all other remedies available to County, County may withhold building permits, issue a written notice to applicant to appear and show cause why the Special Exception approval should not be revoked, and/or bring a court action for enforcement of the terms of the Special Exception. All remedies are cumulative and the County's election to use one shall not preclude use of another. In the event County must retain legal counsel and/or pursue a court action to enforce the terms of this Special Exception

approval, applicant agrees to pay all expenses incurred by County including, but not limited to, reasonable attorney's fees.

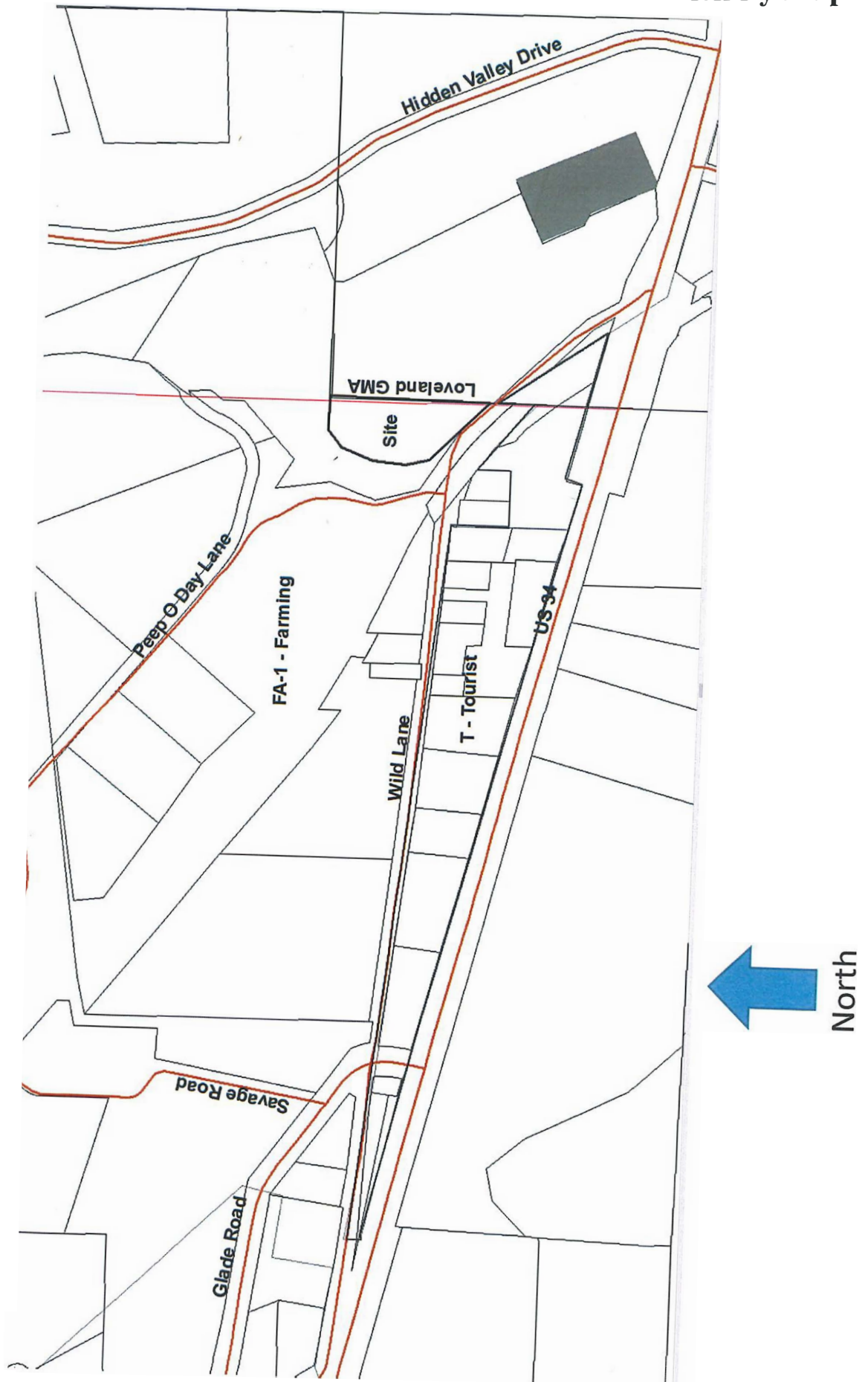
6. County may conduct periodic inspections to the property and reviews of the status of the Special Exception as appropriate to monitor and enforce the terms of the Special Exception approval.
7. The Findings and Resolution shall be a servitude running with the Property. Those owners of the Property or any portion of the Property who obtain title subsequent to the date of recording of the Findings and Resolution, their heirs, successors, assigns or transferees, and persons holding under applicants shall comply with the terms and conditions of the Special Exception approval.
8. Failure to comply with any conditions of the Special Exception approval may result in reconsideration of the use and possible revocation of the approval by the Board of Commissioners.
9. The maximum number of overnight occupants on-site shall not exceed six.

#### ATTACHMENTS:

- Attachment A – Vicinity Map
- Attachment B – Applicant's Project Description
- Attachment C – Site Plan
- Attachment D – Referral Agency Comments
- Attachment E – Letters from the Public

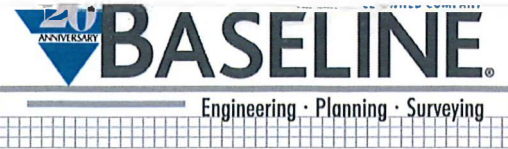
ATTACHMENT

A



ATTACHMENT  
B





May 4, 2020

## PROJECT DESCRIPTION

Project address:  
5391 Wild Lane,  
Loveland, CO 80538

Zoned FA-1 Farming

Owners:  
George D. Coll and Jennifer L. Coll

### Special Exception Application

The owners of the property at 5391 Wild Lane in Loveland, CO are seeking a special exception to the FA-1 Farming zone district in order to operate a short-term rental out of an existing accessory structure. The property is a 1.94-acre site northwest of Boedecker Lake in the Hidden Valley Estates RLUP. The property to the west and north are owned by Larimer County and the property to the east is owned by Larimer County. There are no immediate residential neighbors to the property however, across Wild Lane there are several residential properties.

There are three existing structures on the site including a single-family residence (~1,557sf), an updated garage (~1,152sf), and the cottage accessory structure (<600sf) proposed here for the short-term rental. The cottage itself was originally used as an art studio for small art classes and was updated to include a kitchenette. A dirt drive from Wild Lane meets a concrete driveway that leads into the fenced property. The property backs up to a towering rock formation that defines the edge of the Devil's Backbone Open Space.

The proposed short-term rental use has been interpreted by staff as a resort/lodge which is not allowed in the FA-1 Farming zone hence, the need for a special exception. The Land Use Code defines a resort lodge/resort cottage as, "a building or group of buildings, under single management and ownership, containing rooms and/or units available for temporary rental to transient guests, and where the primary attraction is generally recreational features or activities." (4.3.6.D Accommodation Uses).

While the property owner is seeking the special exception primarily for the short-term rental, they are also proposing to incorporate their existing art classes as part of the resort use. The applicant conducts three art classes per week out of the converted garage. Classes are three hours long and average 8.5 students per week (or 2.83 persons per class). The maximum number of students in a class is 6, which according to the applicant is rare.

The proposed short-term rental would allow up to four (4) people to stay in the existing cottage for periods of time of less than thirty-one (31) days. There are presently two people living in the existing single-family residential home so at any given time, the maximum number of people staying overnight on the property would not exceed six (6). There is existing septic, water, and power supporting the subject site which includes the cottage.

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There is an existing 1,500-gallon septic system that can accommodate up to six (6) people and has been deemed sufficient for the proposed use by the Department of Public Health. Water is supplied by the City to the subject site. There are two water taps coming into the property and a hydrant at the Mobile gas station west on Wild Lane. Fire protection at the cottage accessory structure itself is planned to include two (2) fire extinguishers with one in the utility closet and one in the kitchen.

Any increase in traffic is negligible as there will be no notable increase in the number of vehicles accessing the site due to the short-term rental. Presently, one to four visitors may come to the site for art classes at the cottage unit and there are to be no more expected to visit the site for the short-term rental. In fact, the vehicle trips per day may decrease considering that the visitors coming to stay at the rental will be coming and going likely only once a day.

### **Special Exception Application Appeals**

Access Paving - This application includes a formal appeal to Section 8.6.3.C of the LCLUC that states “*all off-road, multi-family, and non-residential parking and access areas must be paved with asphalt or concrete.*” The dirt drive that exists between the roadway and the property boundary is not owned by the property owner. This strip of land is owned by the County and upon the property owner’s paving of his driveway, was told he wasn’t legally allowed to pave that section.

Fire Sprinklers - This application also includes a formal appeal to Section 8.1.4.G of the LCLUC for fire sprinklers in the rental unit. Fire sprinklers seem unwarranted given the small size of the structure. In keeping with the code, multiple fire extinguishers have been located throughout the rental cottage including in the kitchen and utility closet.

### **Review Criteria for a special exception application per Larimer County Land Use Code Section 4.7.3:**

1. The proposed use will be compatible with existing and allowed land uses in the surrounding area and will be in harmony with the neighborhood;

The proposed use of a small existing accessory structure as a short-term rental will not alter or affect the character of the property or the neighborhood. There is neither construction nor alterations proposed to the structure or property and the maximum occupancy of the cottage is no more than four (4) people. The owner has reached out to all surrounding neighbors within 500 feet of the subject property. He has received four (4) responses that have all been in support of allowing the use.

2. The recommendations from referral agencies have been considered;

The owner has reached out to the Building Department, Department of Public Health, as well as the Loveland Fire Rescue Authority. None of the three departments has any major concerns for the project to move forward.

In conversation with the **Building Department**, it was determined that while the small structure was approved for a permit in the past based on its classification as a studio, it may have to be inspected again as it is now outfitted with a small kitchenette.

The **Department of Public Health** determined that the existing 1,500-gallon septic system is sufficient to support up to six (6) people. It is not required that the system be replaced or registered.

The **Loveland Fire Rescue Authority** concluded that no new sprinklers or hydrant are necessary to support the proposed use.

3. The proposed use will not result in a substantial adverse impact on other property in the vicinity of the subject property;

The proposed use will neither alter nor affect the character of the property or the neighborhood. No construction or alterations are proposed to the structure or property. Any increase traffic will be negligible and the use is not expected to generate significant noise.

4. The applicant had demonstrated that this project can and will comply with all applicable requirements of this code;

The applicant believes that the project as proposed complies with all codes (with the exception of the requested appeals), and the applicant commits to complying with all applicable codes regulating the operation of the proposed short-term rental.

5. There is reasonable justification for the use being at the proposed location rather than in a municipality, county approved growth management area, or where zoning would allow the use by right or by special review;

The use is proposed for an existing structure on a property that is zoned FA-1 Farming, which supports residential. Short term rentals of this type are becoming more popular and common, and the applicant could not propose it at any other location considering the nature of the use.

6. The nature of the proposed use and its operations are such that there are significant benefits to the public to be located where proposed; and

The nature of this proposed use is dependent upon its location at the owner's property. Short term rentals of this type are becoming more common and in this specific location, the proposed use will also support the owner's small art classes as well as nearby attractions such as the Devil's Backbone Open Space and the City of Loveland.

7. The proposed use is consistent with the county master plan.

The proposed use is consistent with the county master plan in that the use of this existing structure for a short-term rental unit maintains and protects the existing neighborhood and County character, preserves open space and natural lands, and supports a growing and balanced economy.

ATTACHMENT  
C



**COLL RESORT LODGE SPECIAL EXCEPTION**

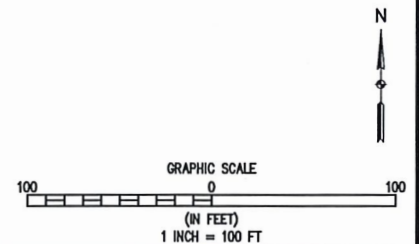
APPLICANT INFORMATION:  
 JESSIE STONBERG, ASSOCIATE PLANNER  
 BASELINE ENGINEERING CORP  
 112 N RUBEY DRIVE, SUITE 180  
 GOLDEN, CO 80403  
 303.202.5010 X221

OWNER INFORMATION:  
 GEORGE D. AND JENNIFER L. COLL  
 5391 WILD LANE  
 LOVELAND, CO 80538  
 970.690.2643

**SITE DATA**

LOT NET SQUARE FOOTAGE	84,506
EXISTING STRUCTURES TOTAL	3,309
EXISTING COTTAGE	600
PROPOSED NUMBER OF USES	1
PROPOSED USE	RESORT/LODGE
PARKING SPACES PROVIDED	3
HANDICAPPED PROVIDED	1

**HANDICAPPED PARKING SIGN**



**BASELINE**  
 Engineering · Planning · Surveying  
 112 N RUBEY DRIVE, SUITE 210 • GOLDEN, COLORADO 80403  
 P: 303.202.5010 • F: 303.940.9959 • www.baselinecorp.com

**George D and Jennifer L Coll**  
 Loveland Larimer County  
**Coll Resort Lodge Special Exception**  
 5391 Wild Lane  
 SITE PLAN

DESIGNED BY	JFS	INITIAL SUBMITAL	05.01.2020
DRAWN BY	JFS	DRAWING SIZE	8.5" X 11"
CHECKED BY	VH	SURVEY FIRM	N/A
		JOB NO.	425
		DRAWING NAME	SitePlan.dwg
		SHEET	1 of 2

N:\PLANNING LLC\425 Coll Resort Lodge Special Exception\Drawings\Planning Documents\SitePlan.dwg, 5/4/2020 4:29:40 PM, Jessie Stonberg

ATTACHMENT  
D

## Referral Agency Comments

## LARIMER COUNTY | ENGINEERING DEPARTMENT

P.O. Box 1190, Fort Collins, Colorado 80522-1190, 970.498.5700, Larimer.org

## MEMORANDUM

**TO:** Michael Whitley, Larimer County Planning Department

**FROM:** Katie Gray, Larimer County Engineering Department KG

**DATE:** February 21, 2020

**SUBJECT:** Coll Special Exception, File #20-ZONE2632

**Project Description/Background:**

This is a Special Exception request for approval of a Resort Lodge/Cottage in the FA-1 Farming zoning district. Approval would allow for the property owners to rent a detached accessory building to up to four guests at a time on a short-term basis. This is located east of the intersection of Wild Lane and Peep O Day Lane at 5391 Wild Lane.

**Review Criteria:**

Larimer County Engineering Department development review staff members have reviewed the materials per the criteria found in the Larimer County Land Use Code (LCLUC), Larimer County Rural Area Road Standards (LCRARS), and Stormwater Design Standards (LCSDS).

**Comments:**

1. It is Engineering Staff's understanding that since the property is proposed to be classified as a Resort Lodge/Cottage, it no longer allows for a home occupation such as the art classes. If the applicant intends to continue to hold art classes, this should be included in the Special Exception approval.
2. It is unclear how the art classes will affect the daily traffic and parking of this proposal. Please clarify the maximum number of people that can attend a class and the frequency of the classes.
3. The applicant must show that parking for this use meets Section 8.6 of the LCLUC and can be accommodated onsite.
4. Per LCLUC Section 8.6.3.C, all off-road, multi-family and non-residential parking and access areas must be paved with asphalt or concrete. This appeal would likely be supported by the Engineering Department due to the low amount of trips that will be generated by this proposal.





5. The submitted site plan shows Plaster Mill Road adjacent to the property boundary. However, this area is an emergency access easement. Please update the site plan to show the emergency access easement rather than the roadway.
6. Since the access to this property crosses an adjacent parcel, Staff found that it was unclear how this parcel has legal access to County right-of-way. Staff will require an updated access easement to be recorded that clearly defines the right to pass through the adjacent property for the proposed uses.
7. We expect that the improvements will be completed in such a way that the existing drainage patterns in the area will not be altered. If drainage patterns are going to be changed, a drainage plan will need to be submitted to the Engineering Department for review and approval.

**Staff Recommendation:**

The Larimer County Engineering Department can not recommend approval of this proposal until the above comments have been addressed and our department has reviewed and approved the additional information. In addition, the applicant shall provide written responses to the above comments on the next submittal. The applicant should be aware that our department has based the comments on the submitted information and once the additional information has been submitted, we may have additional comments. Please feel free to contact me at (970) 498-5702 or e-mail me at [kgray@larimer.org](mailto:kgray@larimer.org) if you have any questions. Thank you.

cc: [jessie.stonberg@baselinecorp.com](mailto:jessie.stonberg@baselinecorp.com)  
file





Michael Whitley &lt;whitlemd@co.larimer.co.us&gt;

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**Re: Coll Special Exception**

1 message

---

Lea Schneider <schneils@co.larimer.co.us>  
To: Katie Gray <graykm@co.larimer.co.us>  
Cc: Michael Whitley <whitlemd@co.larimer.co.us>

Mon, Apr 13, 2020 at 12:44 PM

Michael,

The applicant never sent me responses to my original email so that I could complete a formal review of this project. The original email request is attached from February.

Based on her responses to my questions in the letter she sent to you, I would like a revised Site Plan and proof of two septic systems on the property

Our office has no documentation on the septic systems serving this property. This is surprising since the property went through upgrades in the 1990s. Jessica indicated that there are two systems on-site...one serving the garage/studio, and another that serves the primary residence and the STR/resort cottage. I would like copies of the original engineering reports and as-builts for these systems. In Jessica's response she indicated that they have pumper invoices but did not indicate that the owners had anything else. At a minimum, I request a pumper's report for each septic system which verifies tank capacity, functionality, and confirmation that these tanks have outlets to a septic field. If these invoices do not have this information, then I would request new reports that do.

In addition, we are asking that the Site Plan be revised to show sewer lines exiting each structure to the corresponding septic tanks and then to the approximate locations (and size) for the septic system absorption fields. This will confirm that the septic system components are not impacted by traffic and parking.

Since the primary residence has 2-bedrooms which will not be modified, the Health Dept is deferring to their Short-term rental guidance document that would allow the existing bedroom count occupancy +2 extra guests, for a total of 6 occupants (2/bedroom for 4 occupants in the house and 2 occupants in the resort cottage/rental).

We will then evaluate the additional information for final review.

Thank you,  
Lea



**Lea Schneider**  
Environmental Health Planner

---

Environmental Health  
1525 Blue Spruce Drive, Fort Collins, 80524 | 2nd Floor  
W: (970) 498-6777 | M: (970) 498-6776  
lschneider@larimer.org | www.larimer.org/health

On Mon, Apr 13, 2020 at 8:42 AM Katie Gray <graykm@co.larimer.co.us> wrote:

Correct, it is just for the strip of land (unless more parking is required to be constructed).

Thanks!

| **Katie Gray**



Michael Whitley <whitlemd@co.larimer.co.us>

**Fwd: Special Exemption for Resort Cottage**

1 message

**Lea Schneider** <schneils@co.larimer.co.us>  
To: Michael Whitley <whitlemd@co.larimer.co.us>

Fri, Mar 6, 2020 at 11:23 AM

So, I have been sending this to Jenn when it is actually your case (20-ZONE2632). See attached emails. I wanted some additional info on the wastewater system.



**Lea Schneider**  
Environmental Health Planner

Environmental Health  
1525 Blue Spruce Drive, Fort Collins, 80524 | 2nd Floor  
W: (970) 498-6777 | M: (970) 498-6776  
lschneider@larimer.org | www.larimer.org/health

----- Forwarded message -----  
From: **Lea Schneider** <schneils@co.larimer.co.us>  
Date: Thu, Mar 5, 2020 at 6:18 PM  
Subject: Re: Special Exemption for Resort Cottage  
To: Jen Cram <cramjl@co.larimer.co.us>

You're right! It's Michael's!



**Lea Schneider**  
Environmental Health Planner

Environmental Health  
1525 Blue Spruce Drive, Fort Collins, 80524 | 2nd Floor  
W: (970) 498-6777 | M: (970) 498-6776  
lschneider@larimer.org | www.larimer.org/health

On Tue, Feb 25, 2020 at 6:32 PM Jen Cram <cramjl@co.larimer.co.us> wrote:  
Lea, not sure this is an application that I am working on? What is the file #?

Jenn

On Tue, Feb 25, 2020 at 2:56 PM Jessie Stonberg <jessie.stonberg@baselinecorp.com> wrote:

Hi Lea,

Thank you for your follow-up. No questions for right now. I am clarifying some things with Michael over in Planning and I will be in touch with you soon before I respond in a more formal comments response.

Best,

**JESSIE STONBERG** | Associate Planner | Baseline Engineering, Planning, & Surveying | 112 N. Rubey Drive, Suite 210 | Golden, CO 80403 | Phone: 303.202.5010x221 | Fax: 303.940.9959 | [www.baselinecorp.com](http://www.baselinecorp.com)

**From:** Lea Schneider <[schneils@co.larimer.co.us](mailto:schneils@co.larimer.co.us)>  
**Sent:** Tuesday, February 25, 2020 2:49 PM  
**To:** Jessie Stonberg <[jessie.stonberg@baselinecorp.com](mailto:jessie.stonberg@baselinecorp.com)>; [jengeocoll@aol.com](mailto:jengeocoll@aol.com); Jen Cram <[cramjl@co.larimer.co.us](mailto:cramjl@co.larimer.co.us)>  
**Subject:** Re: Special Exemption for Resort Cottage

Just wanted to follow-up and see if anyone had any questions about my questions?

Thanks!

Lea

**Lea Schneider**

Environmental Health Planner

Environmental Health

1525 Blue Spruce Drive, Fort Collins, 80524 | 2nd Floor

W: (970) 498-6777 | M: (970) 498-6776

[lschneider@larimer.org](mailto:lschneider@larimer.org) | [www.larimer.org/health](http://www.larimer.org/health)

On Sun, Feb 23, 2020 at 5:17 PM Lea Schneider <[schneils@co.larimer.co.us](mailto:schneils@co.larimer.co.us)> wrote:

Jessie, George and Jennifer,

I am writing comments on behalf of the Health Dept for your resort cottage application with the County Planning Dept. I have a few questions for you to understand the site.

1. How many bedrooms are in the primary residence? The Assessor Records say two, is this accurate?
2. For the resort cottage, is it a studio space or does it have or will it have closed off bedrooms? If so, how many?

3. Is there only one septic system serving both the residence and the cottage?

4. I have spoken with Chris Manley from our Septic Program at the Health Dept and he remembers discussing the septic system for this property. We are unable to locate a septic permit though. Would you happen to have any permits, as-built drawings, or pumper reports/receipts for the septic system?

I appreciate your assistance with the review process!

Sincerely,

Lea Scheinder

**Lea Schneider**

Environmental Health Planner

Environmental Health

1525 Blue Spruce Drive, Fort Collins, 80524 | 2nd Floor

W: (970) 498-6777 | M: (970) 498-6776

[lschneider@larimer.org](mailto:lschneider@larimer.org) | [www.larimer.org/health](http://www.larimer.org/health)

---  
**Jenn Cram, AICP**  
Planner II  
Larimer County Community Development Division  
Planning Department  
200 W. Oak Street, Fort Collins, CO

970-498-7696

## LARIMER COUNTY | COMMUNITY DEVELOPMENT

P.O. Box 1190, Fort Collins, Colorado 80522-1190, Planning (970) 498-7683, Building (970) 498-7711, Larimer.org

### PROJECT MEMORANDUM

**TO:** Michael Whitley, Planner II and Jessica Stoneberg, Applicant

**FROM:** Patrick Horrell, Plans Examiner

**DATE:** February 25, 2020

**RE:** Coll Special Exception {20-ZONE2632}

This memo is to make note of preliminary concerns or requirements associated with the above named project at time of Minor Special Review submittal only. No direct response is required at this time, unless specifically required in the individual items below. *{The 2018 International Codes are adopted and enforced by Larimer County.}*

1. The project is proposing using a previously permitted art studio structure as a rental space for the resort lodge/cottage exception. By using it as a rental this changes the occupancy and use of the structure will need a conversion permit. The structure will be required to meet the 2018 IRC.
2. Please see attached submittal check list for submittal requirements.

**Below are typical comments and code sections that may be encountered with your project.**

3. All bedrooms and basements are to have an egress window in compliance with Section R 310 – 2018 IRC or an exterior door approved for emergency escape & rescue. {Egress windows = 20” minimum opening width, 24” minimum opening height, 5.7 square feet of openable area and finished sill height of 44” maximum above floor level. Must meet all four requirements. See this section for exceptions on grade level egress windows only.}

Escape & rescue windows with a finished sill height below the adjacent ground elevation shall be provided with an approved **egress window well** in accordance



with Section 310.2.3 – 2018 IRC. {*Window wells shall not encroach into required setbacks or easements.*}

4. Fireblock all wall offsets, soffits, chases and dropped ceilings in compliance with Section R 302.11 – 2018 IRC.
  5. Electrical plans are **not** reviewed by Larimer County. A separate permit is required from the State of Colorado Electrical Board. {**2017 NEC**}
  6. **All work** is to comply with the current Building, Mechanical and Plumbing codes as amended and adopted by Larimer County. {**2018 International Residential Code**}
  7. A ventilation fan is to be provided in all bathrooms without code compliant operable windows, Section R 303.3 - 2018 IRC.
  8. Access to a **furnace or water heater** is not to be through bedroom or bathroom, nor located in such rooms.
  9. Maintain 7 foot ceiling heights in all habitable areas. {May be 6' 6" to ducts and beams only.}
  10. There must be 15" clearance between center of water closet stool and any sidewall or other obstruction. There must also be 21" minimum in front of the stool. These are "finished" measurements.
  11. Bathtub and shower floors and walls above bathtubs with installed showerheads and in shower compartments shall be finished with a nonabsorbent surface. Such wall surface shall extend to a height of not less than 6 feet (**72"**) above the floor. Section R 307.2 – 2018 IRC.
  12. Combustion air must be provided to all gas fired units/appliances including furnaces and water heaters, in compliance with Chapter 17 and Section G 2407 – 2018 IRC.
  13. Enclosed accessible space under stairs shall have walls, under stair surface and any soffits protected on the enclosed side with ½" gypsum board. Section R 302.7 – 2018 IRC.
  14. Provide 30" clear working space in front of furnaces and water heaters. Also both appliances must be able to be removed without removing other appliances or walls.
  15. Provide return air back to furnace from all basement level rooms.
  16. Provide smoke detectors on **all** levels, in **all** sleeping rooms/bedrooms and in the hallway or area giving access to the sleeping rooms/bedrooms as required in Section R
-

- 314 – 2018 IRC. {Hard wired with battery back-up.} And provide **Carbon Monoxide alarms** in compliance with section R 315 – 2018 IRC and State Law.
17. No foam or paper faced insulation is to be left exposed. Facings on other types of insulation left exposed must meet Class I flame spread requirements.
  18. An approved weather resistive barrier is to be installed under all exterior wall covering/veneers.
  19. Provide anchor bolts in compliance with Section R403.1.6 – 2018 IRC. {All foundation sill plates shall be bolted to the foundation with anchor bolts embedded at least 7" into the concrete and spaced not more than 6 feet on center with at least two bolts per sill plate. Anchor bolts to be within 12" from the ends of each plate section.}
  20. Foundation walls shall be damp-proofed in compliance with Section R 406 – 2018 IRC.
  21. Showers and tub-shower combinations in all buildings shall be equipped with control valves of the pressure balance, the thermostatic mixing or combination pressure balance/thermostatic mixing valve types with high limit stops in accordance with ASSE/ANSI 1016. The high limit stops shall be set to limit water temperature to a maximum of 120 degrees Fahrenheit.
  22. All guards (guardrails) shall comply with Section R 312 – 2018 IRC. {3 7/8" maximum between rails and 36" minimum height.}
  23. All stairways must comply with Sections R 311.7 – 2018 IRC. {7 3/4" maximum rise, 10" minimum run, 6' 8" minimum headroom, 36" minimum width, graspable handrails 34" to 38" above the nosing of the tread and returned at each end or terminate in newel posts or safety terminals.}
  24. Tempered glass is required when glazing is within 5 feet of a tub bottom, within 2 feet of a doorway, within 18 inches of finished floor and over 9 square feet in area or in the enclosing walls of stairway landings. See Section R 308.4 – 2018 IRC for further clarification.
  25. Crawl space access and ventilation shall comply with Section R 408 – 2018 IRC.
  26. Attic access and ventilation shall comply with Sections R 807 & R 806 – 2018 IRC.
  27. Roof systems installation shall comply with Chapter 9 – 2018 IRC as amended.
  28. Wall bracing shall comply with Sections R 602.10 – wood or R 603.3.3 – steel, 2018 IRC, according to the Larimer County Wind Speed Design Map.
-

29. Joists shall be supported laterally at the ends and at each support by solid blocking the full depth of the joist except where the ends of the joists are nailed to a header, band/rim joist or to an adjoining or shall be otherwise provided with lateral support to prevent rotation. Section R 502.7 – 2018 IRC.
30. Plumbing and heating vent terminations shall be 10 feet away from or 2 feet above operable skylights and windows. Sections P 3103.5 and G 2427.5.3 – 2018 IRC.
31. Fireplace, gas log and/or wood stove manufacturers installation instructions must be on-site for inspector at time of inspection. **All must be vented to the exterior of the structure.**
32. Provide an approved spark arrester at chimney for all wood burning appliances.
33. Appliances having an ignition source shall be elevated such that the source of ignition is not less than 18 inches above the floor in garages. Section M 1307.3 – 2018 IRC.

If you have any questions please feel free to contact me by reply email or by phone at (970) 498-7707.



## Community Development Department



Building Division  
200 W. Oak Street  
Suite 3100  
P.O. Box 1190  
Fort Collins, CO  
(970) 498-7683

Plan Submittal Checklist**RESIDENTIAL  
CONSTRUCTION\***

Updated January 29, 2019

The following items are required, along with a completed permit application and fees, to initiate a permit for a new structure. The applicant must be the homeowner or a County-licensed contractor. Plans will not be accepted that have been marked with a red marker or red pen (Plans Examiners use red ink to mark corrections on the plans). When in doubt, please call the Building Staff-on-Call at (970) 498-7660.

For properties located within the Estes Valley Area, call the Estes Park Community Development Department at (970) 577-3721 to confirm submittal items required by the Estes Park Development Code.

For properties located in or around a floodplain, see separate checklist for additional submittal items required by the Larimer County Engineering Department pursuant to the County's Land Use Code.

\_\_\_\_\_ **SEVEN COPIES** of a **plot plan drawn to scale** (Scale 1"= 10' or Scale 1" = 100). Show entire property, location of all existing and proposed structures, natural water features, distance to property lines, easements, setbacks, direction north, roadways, streets and access, owner's name, parcel number, address.

**TWO COPIES** of the following **stapled together** and **drawn to scale** (1/8", 3/16" or 1/4" per foot) on maximum 24" x 36" paper:

\_\_\_\_\_ **Foundation Plan** Engineered plans are usually required along the Front Range, and on steeply sloped lots in the foothills and mountains. Engineered plans must be wet-stamped and signed by a Colorado Registered Structural Engineer. All plans must show footing size and location, pad sizes and location, foundation wall details and beam sizes.

\_\_\_\_\_ **Floor Framing Plan** Show size, spacing, species and grade of lumber to be used for floor joists. All beam and header sizes are to be noted on the plans. (For a simple one-floor house, these may be noted on the floor plan).

\_\_\_\_\_ **Roof Framing Plan** Show size, spacing, species and grade of lumber to be used for the rafters. If using engineered trusses, truss layout plans from the truss manufacturer are required. These plans must show beam and header sizes. A full set of stamped, engineered truss plans must be on site for the framing inspection.

\_\_\_\_\_ **Floor Plans** of all levels. Label use of each room and show window sizes, door swings and sizes, plumbing fixture placement, stairways, etc.

\_\_\_\_\_ **Wall Bracing Plan** Identify the bracing method used, location/spacing of braced wall lines, location and length of braced wall panels on each braced wall line, wall and floor diaphragm connections details, continuous load path from top of wall to foundation, and return panels or hold-downs at ends of braced wall lines.

**PLANS LACKING PROPER WALL BRACING INFORMATION WILL NOT BE ACCEPTED.**

\_\_\_\_\_ **Elevations** of **all** sides. Show roof pitch, roofing material, window and door placements, siding, any steps to grade.

\_\_\_\_\_ **Slope Profile (required for non-engineered foundation plans)** An accurate slope profile drawing is required for all structures in the Class "B" roofing area lacking engineered foundation plans.

\_\_\_\_\_ **Energy Conservation Prescriptive Package** Attach County Form to plans. Circle your choice of energy package. Attach Manual J, S and D calculations. Show how you satisfy whole house mechanical ventilation requirements, specify system controls and efficiency of any fans or equipment that are part of this system.

\_\_\_\_\_ **Frame Section** Identify cross-section submitted with plan. (Foundation section is not adequate.) Must show section from bottom of footing to top of roofline. Identify framing and insulation details.

\_\_\_\_\_ **Stair Section** Show cross-section, details including rise/run, stair openings, handrails, landings, etc.

\_\_\_\_\_ **Detail Sections** of critical construction or special structural items like decks, porches, retaining walls over four feet, etc.

\_\_\_\_\_ **Fire Sprinkler Plans** If you are installing an NFPA-13 system, submit plans and obtain a permit through your local fire department. If you are installing a P2904 residential system, supply floor plans showing location of all sprinklers, size/type of pipe, sprinkler cut sheets, and hydraulic calculations for the two most hydraulically demanding heads.

\* For complete information, please see "Residential Requirements: A Guide for the General Contractor or Home Builder."

## LARIMER COUNTY | COMMUNITY DEVELOPMENT



Code Compliance Services, 200 W Oak Street, Ste. 3100, PO Box 1190, Fort Collins, CO 80522-1190, 970.498.7683, [larimer.org/CodeCompliance](http://larimer.org/CodeCompliance)

### STAFF REPORT

Date: January 29, 2020  
 From: Candace Phippen, Code Compliance Technician  
 To: Michael Whitley, Planner II  
 Planning File No: 20-ZONE2632  
 Name of Review: Coll Special Exception for a Resort Lodge/Cottage  
 Parcel No: 9507400025

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Owner Name: Jennifer and George Coll  
 Site Address: 5391 Wild Ln, Loveland, CO 80538  
 Larimer County Research File No. 20-REQ000046

**Description of Request:** The applicant requests Special Exception approval for a Resort Lodge/Cottage in the FA-1 Farming zoning district. Approval would allow for the property owners to rent a detached accessory building to up to four guests at a time on a short term basis.

**Staff Comments:** Most of the structures on the property were constructed prior to building permit requirements commencing in Larimer County on January 1, 1972.

In 1998, the owner obtained Building Permit 98-L5118 to add a new structure between two existing garages and to use the combined structure as a studio. The studio consisted of a bathroom and studio area. There were no bedrooms or kitchens approved for the studio and the permit was approved on the condition the structure not be used as a dwelling.

In order to use the studio as a rental, the owners first need to obtain a building permit and inspection approvals to convert the use of the studio to a dwelling. This will require, in part, approval through Larimer County Environmental Health to determine if the existing septic system is adequate.

Only one bathroom was approved for the studio. The Assessor's Office currently reports 1.5 baths in the home. There is no permit of record for a second bathroom. A permit and inspection approvals are required if a second bathroom was added to the studio. This permit may be combined with the permit to convert the studio to a dwelling.

If a permit is not obtained to convert the studio to a dwelling, Code Compliance Inspector Tony Brooks is available to assist the owner with the permitting and inspection process for the second bathroom if needed. His direct number is (970) 498-7706, e-mail address: [tbrooks@larimer.org](mailto:tbrooks@larimer.org)

cc: Jessica Stoneberg, Applicant, [Jessie-stonberg@baselinecorp.com](mailto:Jessie-stonberg@baselinecorp.com)  
 cc: Jennifer and George Coll, Owners, 5391 Wild Lane, Loveland, CO 80538



Michael Whitley <whitlemd@co.larimer.co.us>

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**20-Zone2632**

1 message

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**Derek Rosenquist** <rosenqdc@co.larimer.co.us>

Tue, Jan 28, 2020 at 7:51 AM

To: Michael Whitley <mwhitley@larimer.org>, jessie.stonberg@baselinecorp.com

No comments from wildfire safety

---  
Derek Rosenquist  
Emergency Services Specialist  
[1303 N Shields Ave.](#)  
[Ft Collins, CO 80524](#)  
970.498.5301



Michael Whitley <whitlemd@co.larimer.co.us>

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## Coll Special Exception

1 message

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Jennifer Hewett-Apperson <Jennifer.Hewett-Apperson@cityofloveland.org>  
To: "whitlemd@co.larimer.co.us" <whitlemd@co.larimer.co.us>

Thu, Feb 13, 2020 at 4:30 PM

Hi Michael,

City of Loveland staff have no comments on the Coll Special Exception.

Thanks!

Jennifer Hewett-Apperson, AICP

Senior Planner

Community & Strategic Planning

Development Services Department

410 East 5<sup>th</sup> Street, Loveland, CO 80537

O: 970.962.2523 | D: 970.962.2557

E: [Jennifer.Hewett-Apperson@cityofloveland.org](mailto:Jennifer.Hewett-Apperson@cityofloveland.org)





Loveland Fire Rescue Authority  
Community Safety Division  
410 East 5th Street  
Loveland, Colorado 80537  
Phone (970) 962-2537

TO: Michael Whitley, Planner II, Larimer County Community Development Division

FROM: Carie Dann, Deputy Fire Marshal, Loveland Fire Rescue Authority, phone 970.962.2518, email [Carie.Dann@LFRA.org](mailto:Carie.Dann@LFRA.org)

RE: Coll Special Exception, 5391 Wild Lane, Loveland (20-ZONE2632)

CC: Jennifer and George Coll, Applicants

DATE: February 18, 2020

*These comments pertain to a proposed Special Exception request to an FA-1 Farming zoning district in order to operate a short-term rental out of an existing accessory structure of approximately 600 SF. The property is 1.94 acres in the Hidden Valley Estates RLUP. The property is served by Loveland Fire Rescue Authority and City of Loveland Water.*

#### **Fire Flow and Site Access**

1. There is an existing hydrant located at 5623 US Highway 34, and access to the existing structures meet minimum requirements of the International Fire Code.

#### **Addressing**

2. The address for the property shall be displayed at the entrance to the site, and the "5391" must be affixed to the existing single-family home, if not already. LFRA would suggest that the county assign an additional, unique and separate address numeral to the new short-term rental building, and then this address shall be affixed to the rental structure, as well as shown on the address sign at the entrance to the site.
3. The approved address numbers shall be placed in a position that is plainly legible and visible from the street or road fronting the property. The color of these numbers shall contrast with their background. Address numbers shall be Arabic numerals. Residential buildings shall have minimum 4-inch high numbers, with a minimum stroke width of 1/2 inch.

LFRA Approval

4. LFRA approves the Special Exception request without requiring the installation of residential fire sprinklers in the short-term rental structure, because the site meets requirements for hydrant location and emergency access. The owners state they will install two portable fire extinguishers in the unit: one in the kitchen and one in the utility closet. These extinguishers should be ABC-dry chemical extinguishers rated a minimum of 2A:10BC. Additionally, the owners shall comply with any pertinent short-term rental requirements of the Larimer County Planning and Building Departments.



Michael Whitley <whitlemd@co.larimer.co.us>

**Fwd: 20-ZONE2632/Call/Larimer County/US 34**

1 message

**Pam Stringer** <stringpa@co.larimer.co.us>  
To: "Whitley, Michael" <whitlemd@co.larimer.co.us>

Tue, Jan 28, 2020 at 12:00 PM

FYI



**Pam Stringer**  
Citizen Resource Technician

Community Development Department  
200 W Oak St, Fort Collins, 80522 | 3rd Floor  
W: (970) 498-7684  
[pstringer@larimer.org](mailto:pstringer@larimer.org) | [www.larimer.org](http://www.larimer.org)

----- Forwarded message -----

From: **Hice-Idler - CDOT, Gloria** <[gloria.hice-idler@state.co.us](mailto:gloria.hice-idler@state.co.us)>  
Date: Tue, Jan 28, 2020 at 11:52 AM  
Subject: 20-ZONE2632/Call/Larimer County/US 34  
To: <[stringpa@co.larimer.co.us](mailto:stringpa@co.larimer.co.us)>  
Cc: Bilobran, Timothy <[timothy.bilobran@state.co.us](mailto:timothy.bilobran@state.co.us)>, Allyson Mattson - CDOT <[allyson.mattson@state.co.us](mailto:allyson.mattson@state.co.us)>

CDOT has no comment regarding this proposal.

Gloria Hice-Idler  
Rocksol Consulting  
(970) 381-8629

cid:image001.png@01D05B52.DA3F45D0

10601 W. 10th Street, Greeley, CO 80634  
[gloria.hice-idler@state.co.us](mailto:gloria.hice-idler@state.co.us) | [www.codot.gov](http://www.codot.gov) | [www.cotrip.org](http://www.cotrip.org)



**COLORADO**  
Department of Transportation  
image001.png  
17K

ATTACHMENT  
E



## Attachment E

### Letters from the Public

Feb. 21, 2020

To: Michael Whitley, Larimer County Planning Dept.

Re: Coll Special Exception at 5391 Wild Lane, Loveland, CO 80538

Wild Lane is a tiny country lane in a historical area with less than 20 property owners. An amazing 56 notices were sent out mostly to people that don't even live here. How many feet away from this project is the County legally required to send notices?

The project description includes this property in the Hidden Valley RLUP even though it has a long legal and is zoned FA-1 Farming. What are the boundaries of this RLUP and how does it affect those living on the west side of Devil's Backbone? Why isn't this City of Loveland's interest in the area around this project mentioned?

The survey map incorrectly shows Plaster Mill Road on the west side of this project. After considerable effort that road was removed from Larimer County's inventory which was confirmed in a notice sent by Commissioner Tom Donnelly. This happened years ago, and we need a full explanation for why it has reappeared here? When the Devil's Backbone Trailhead was developed Larimer County agreed to stay off the west side of the Backbone, and to use the existing dirt road for emergency ingress and egress only. People living on Wild Lane retained the use of the road from trail access. Guests of all kinds are not included in that use.

There is already a substantial amount of traffic generated by the business operations at this location. Recently they've been using more of the 1.94-acre site for parking instead of up and down Wild Lane. With a Wild Lane address, this proposal would generate even more traffic here, further aggravating an excessive level now.

For years we've requested (by phone and mail) that Larimer County work with those of us that live on Wild Lane on a remedy for this ever-increasing traffic flow. This has not happened and now the County is working to increase it!! Two thirds of the traffic that comes by here approximately every 8-10 minutes is from a US highway meaning Wild Lane is being used as a by-pass. The other third is from residents and lost people due to inadequate signage that for years we have been requesting a remedy for.

Larimer County has known about this problem for a long, long time which makes them 100% responsible for the increased unacceptable air quality including ozone levels and unsafe conditions that this degree of traffic causes and blight brought on by the Larimer County decisions. Until Larimer County fully remedies Coll's traffic, there isn't room for Coll's proposal. They can always resubmit after the County does their job.

The degree of personal commentary in the Special Exception Application written by people that don't even live on Wild Lane was insulting, unnecessary and reckless. How is it that the County's legal department allows this? We look forward to answers to these concerns. Thank you.

Sandra R. Brewer

5436 Wild Lane, Loveland, CO 970-667-0091

CC: Larimer County, City of Loveland, CDOT, Wild Lane neighbors

## LARIMER COUNTY | COMMUNITY DEVELOPMENT

P.O. Box 1190, Fort Collins, Colorado 80522-1190, Planning (970) 498-7683 Building (970) 498-7700, Larimer.org

January 30, 2020

Sandra Brewer  
5436 Wild Lane  
Loveland, CO 80538

RE: Coll Special Exception and Wild Lane Road Classification

Dear Ms. Brewer,

I've enclosed the application materials for the Coll Special Exception.

During one of our recent conversations we discussed the classification and use of Wild Lane. You are correct that Wild Lane is classified as a local road. That classification has not changed. My point during the conversation was that Wild Lane is parallel to US 34 and it intersects both US 34 and Glade Road. As a public road that is parallel to US 34, it is expected that there will be some cut through traffic on Wild Lane.

The Larimer County Engineer that will be reviewing the application is Katie Gray. She would be the one who could address traffic questions. She can be reached at 970-498-5702.

Please let me know if you have any other questions.

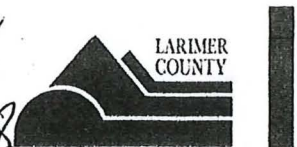
Sincerely,



Michael Whitley, AICP  
Planner II

*Michael*  
It seems more clarification is needed here. Of course those that live on Wild Lane are keenly aware that a huge amount of the traffic that goes by here every 8 to 10 minutes is from a US Highway. That's the major problem, and we've been notifying the County of this for years and years. You maybe were left out of that loop as this Coll proposal would dump even more traffic on this tiny country lane.

*Sandra R. Brewer*  
5436 Wild Lane  
Loveland, CO 80538



\*2. TITLE: Boutique Event Center Second Special Review

REQUEST:

Special Review approval to expand a Community Hall and Resort Lodge/Resort Cabins use by:

- 1) Approving through Special Review elements that have been administratively approved including a detached restroom building, a covered trellis addition to the Community Hall, and a covered porch to the Resort Lodge
- 2) Adding two new covered trellises to the Community Hall and detached restroom building
- 3) Adding up to four sound dampening walls to the site,
- 4) Allowing the Resort Lodge and Resort Cabins to be rented year-round rather than the May 1st to December 31st operating season currently allowed.
- 5) Expanding the Community Hall operating hours during holiday weekends

LOCATION:

4623 & 4625 Rist Canyon Road; located south of Rist Canyon Road approximately 300 feet west of County Road 23E

PROPERTY OWNERS/APPLICANTS:

Allan & Emily Leibow  
4625 Rist Canyon Road  
LaPorte, CO 80535

STAFF CONTACTS:

Michael Whitley, AICP Planning  
Connor Sheldon, Engineering  
Lea Schneider, Health Department

FILE #:

20-ZONE2634

PC HEARING DATE:

August 12, 2020

DATE OF STAFF REPORT:

July 20, 2020

NOTICE GIVEN:

- 1) Newspaper Publication
- 2) First Class Mailing to surrounding property owners within 1,000 feet
- 3) Posting in the officially designated area of the Larimer County Courthouse Offices no less than twenty-four hours in advance of the hearing.

**SITE DATA:**

Parcel Numbers:	98303-29-701 & 98303-29-702
Total Development Area:	20.38 acres
Existing Buildings:	One Resort Lodge, one Resort Cottage, Community Hall, detached bathroom
Existing Land Use:	Community Hall, Resort Lodge and Resort Cottage
Proposed Land Use:	Expansion of the existing uses and buildings, addition of sound dampening walls
Existing Zoning:	O-Open
Adjacent Zoning:	O-Open
Adjacent Land Uses:	Single-Family Homes, Poudre River Trail, Tamasag Retreat Center
Services:	
Access:	Rist Canyon Road
Water:	West Fort Collins
Sewer:	On-Site Septic
Fire Protection:	Poudre Valley Fire Authority District
No. Trips Generated by Use:	Maximum of 27 Trips Per Hour

**PROJECT DESCRIPTION/BACKGROUND:**

The applicants own two parcels (Tracts 1 & 2, Owens MLD, File #01-S1810) totaling approximately 20.38 acres. The property is located south of Rist Canyon Road approximately 300 feet west of County Road 23E. The property is zoned O – Open.

The applicant received Special Review approval in 2013 to operate a Community Hall, a Resort Lodge and up to three Resort Cabins on the property.

The Community Hall is limited to 2,000 square feet in size and is approved to host up to 48 events per year with a maximum of 109 guests and staff on-site.

The Special Review also authorized the conversion of the home on the property to a Resort Lodge and the conversion of three accessory buildings to Resort Cabins. The current septic system is sized to accommodate 14 overnight guests. The housing could accommodate up to 22 guests with expansion of the septic system.

Operation of the Community Hall is limited to May 1st to December 31st. The Resort Lodge and Cabins can be rented independently of the Community Hall, but rentals are limited to the Event Center's May 1st to December 31st operating season.

Hours of operation for the Community Hall are limited to 4 pm to 10 pm on Fridays, 9 am to 10 pm on Saturdays, and 9 am to 8 pm on Sundays with an additional hour before and after those hours for setup and cleanup.

The Boutique Event Center Second Special Review proposes to Expand the Community Hall, Resort Lodge and Resort Cottage uses.

First the application seeks formal Special Review approval of three administrative approvals that have been granted over the last several years. Those approvals are the construction of a detached 14' by 23' restroom building (instead of having the restrooms within the Community Hall building), a 12' x 64" partially covered trellis addition to the Community Hall building and the addition of a 9' by 42' covered porch to the Resort Lodge.

The Second Special Review also includes the addition of another covered trellis to the Community Hall building and the addition of a 6' by 23' covered trellis to the north side of the restroom building. The applicant requests the ability to substitute two small gazebos (totaling 22' by 22') adjacent to the Community Hall as an alternative to the covered trellis.

The request also includes the ability to add up to four sound dampening walls to the property between the Community Hall building and Rist Canyon Road.

Rental of the accommodations uses is currently limited to May 1st to December 31st. The applicants request the ability to rent the accommodation buildings year-round.

Finally, the applicants request expanding the Community Hall operations during holiday weekends. Currently, hours of operation for the Community Hall are limited to 4 pm to 10 pm on Fridays, 9 am to 10 pm on Saturdays, and 9 am to 8 pm on Sundays with an additional hour before and after those hours for setup and cleanup.

The request proposes hours of operation of 9 am to 10 pm (with an additional hour before and after those hours for setup and clean up) for every Friday, Saturday, and Sunday before a federal holiday that is observed on a Monday.

The applicants' project description mentions obtaining a liquor license. The Liquor licensing process is separate from the Special Review process.

The subject property is within the boundaries of the LaPorte Plan Area. The LaPorte Area Plan Future Land Use map identifies the portion of the properties north of the Jackson Ditch as generally being appropriate for residential development at a density of 1 unit per 2+ acres. The map indicates that the portion of the properties south of the Jackson Ditch are generally appropriate for residential development at a density of 1 unit per 10-35 acres. While the LaPorte Area Plan provides a guide for new development applications, the Future Land Use Map is not a zoning map and does not change the existing zoning on the property.

The property is zoned O – Open. Community halls and Resort Lodge/Cabins are allowed through the Special Review process in the Open zoning district.

This item was heard by the LaPorte Planning Advisory Committee (LAPAC) on May 19, 2020. LAPAC members voted 7 to 1 to recommend approval of the Special Review. Minutes from the LAPAC meeting can be found in Attachment E.

## REVIEW CRITERIA AND ANALYSIS:

To approve a Special Review application, the County Commissioners must consider the following review criteria and find that each criterion has been met or determined to be inapplicable:

**A. The proposed use will be compatible with existing and allowed uses in the surrounding area and be in harmony with the neighborhood;**

Compatibility concerns are largely determined by input from surrounding property owners.

The event venue and lodging received Special Review approval in 2013 and have operated without formal complaint to date. Some neighbors have expressed periodic noise concerns to the property owners and that is why the property owners propose to construct up to four sound dampening walls on-site.

One neighbor wrote an email (included in Attachment F) expressing concern with the expanded operating season for the lodging. She also expressed concerns that if the facility sold, the new owners might propose additional changes to the operation. She said she would have concerns with expanding the existing operating hours for the Community Hall beyond 10 pm. This proposed Special Review would change the operating hours for certain days but would not extend the current operating time for events beyond 10 pm, with an allowance of an additional hour for clean up.

Given the lack of comment from the majority of the surrounding neighbors and the lack of strong objection from the one neighbor who expressed concerns, the Development Services Team finds that the proposed use will be compatible with existing and allowed uses in the surrounding area and be in harmony with the neighborhood.

**B. Outside a GMA district, the proposed use is consistent with the County Master Plan. Within a GMA district, the proposed use is consistent with the applicable supplementary regulations to the GMA district, or if none, with the County Master Plan or county adopted sub-area plan;**

The subject property is within the boundaries of the LaPorte Plan Area. The LaPorte Area Plan Future Land Use map identifies the portion of the properties north of the Jackson Ditch as generally being appropriate for residential development at a density of 1 unit per 2+ acres. The map indicates that the portion of the properties south of the Jackson Ditch are generally appropriate for residential development at a density of 1 unit per 10-35 acres. While the LaPorte Area Plan provides a guide for new development applications, the Future Land Use Map is not a zoning map and does not change the existing zoning on the property.

This project was reviewed by the LaPorte Area Planning Advisory Committee (LAPAC) on May 19, 2020. LAPAC voted 7 to 1 that the project is consistent with the LaPorte Area Plan and to recommend approval of Special Review.

**C. The applicant has demonstrated that this project can and will comply with all applicable requirements of this Code;**

The principal requirements for the review are located within Section 8 of the Larimer County Land Use Code. The Development Services Team comments are summarized here.

8.1. Adequate Public Facilities:

8.1.1. Sewage disposal level of service standards:

The 2013 Special Review authorized the conversion of the home on the property to a Resort Lodge and the conversion of three accessory buildings to Resort Cabins. The current septic system is sized to accommodate 14 overnight guests. The housing could accommodate up to 22 guests with expansion of the septic system. The proposed Second Special Review does not change the septic requirements for the Community Hall or the lodging.

8.1.2. Domestic water level of service standards:

The property is served by the West Fort Collins Water District. The existing service is adequate to serve the expanded lodging season.

8.1.4. Fire protection and emergency medical service level of service standards:

The subject properties are in the Poudre Fire Authority district. The existing Community Hall is equipped with a fire sprinkler system and the property owners installed an on-site fire hydrant. The existing fire protection infrastructure is adequate to accommodate the changes proposed by this Special Review.

8.1.5. Road capacity and level of service standard:

The proposed facility will take access from Rist Canyon Road. The traffic limitations of no more than 27 vehicle trips per hour described in the project description are intended to meet Larimer County requirements for traffic level of service without making road improvements (such as turn lanes) to Rist Canyon Road. The proposed changes will extend the days that on-site lodging generates traffic but will not change the maximum vehicle trips per hour.

Section 8.2 Wetland Areas:

The Larimer County GIS database indicates that approximately 6.8 acres of land on the southern end of the properties are potential/probable wetlands. The minimum buffer for a wetland over 1 acre is 100 feet. The closest on-site buildings and activity areas are 355 feet from the potential wetlands.

Section 8.3 Hazard Areas:

The property is not within a mapped wildfire hazard area. The majority of the property south of the Jackson Ditch is in the flood fringe, floodway and/or is in a severe geological hazard area. All activity associated with the event center and lodging is proposed north of the Jackson Ditch.

Section 8.4 Wildlife:

There is significant wildlife habitat associated with Watson Lake to the northwest but Larimer County staff has not identified significant wildlife concerns on the subject property.

A referral was sent to the Colorado Division of Wildlife but they did not provide written comments on the project.

**Section 8.5 Landscaping:**

The existing site complies with Larimer County's landscaping standards.

**8.6. Parking Standards:**

The Land Use Code does not specify a parking requirement for community halls. The parking requirement for churches is one space per three seats in the principal place of assembly. The existing 49-space parking lot plus two handicapped spaces adjacent to the lodge provides 2.1 spaces per guest when the operation is at the maximum capacity of 109 people. The proposed changes do not require additional on-site parking.

**Section 8.8 Irrigation:**

The Jackson Ditch crossed the property south of the existing lodge, Community Hall and accessory structures. The applicants are working with the ditch company to ensure that the proposed development does not impact their easement or facilities.

**Section 8.13 Commercial Mineral Deposits:**

There are no known commercial mineral deposits underlying the property.

**D. The proposed use will not result in a substantial adverse impact on property in the vicinity of the subject property; and**

It is not anticipated that development that could result from approval of the proposed Special Review would have a substantial adverse impact on property in the vicinity.

**E. The recommendations of referral agencies have been considered.**

The application was referred to a variety of agencies. The responses received are attached to this report.

**F. The Applicant has demonstrated that this project can meet applicable additional criteria listed in Section 4.3 Use Descriptions.**

Section 4.3 of the Land Use Code contains the use descriptions and specific development standards for a variety of uses organized by land use categories (agricultural, residential, commercial, institutional, etc.). There are no standards found in Section 4.3 that specifically apply to the proposed use.

**REVIEW AGENCY COMMENTS:**

Comments from review agencies have been incorporated into this report. The agency comments can be found in Attachment E.

**MAJOR ISSUES AND CONCERNS:**

There are no major issues or concerns with the proposed Special Review.



#### DEVELOPMENT SERVICES TEAM FINDINGS:

- A. The proposed use would be compatible with existing and allowed uses in the surrounding area and would be in harmony with the neighborhood.
- B. The property is not in a GMA district and the proposed use is consistent with the LaPorte Area Plan.
- C. The applicant has demonstrated that this project can and will comply with all applicable requirements of the Land Use Code.
- D. The proposed use will not result in a substantial adverse impact on other property in the vicinity.
- E. The recommendations of referral agencies have been considered.
- F. There are no specific standards found in Section 4.3 Use Descriptions that apply to the Special Review.

#### DEVELOPMENT SERVICES TEAM RECOMMENDATIONS:

The Development Services Team recommends approval of the Boutique Event Center Second Special Review, File #20-ZONE2634 subject to the following conditions:

1. This Special Review approval shall automatically expire without a public hearing if the use is not commenced within three years of the date of approval.
2. The Site shall be developed consistent with the approved plan and with the information contained in the Boutique Event Center Second Special Review, File #20-ZONE2634 except as modified by the conditions of approval or agreement of the County and applicant. The applicant shall be subject to all other verbal or written representations and commitments of record for the Boutique Event Center Special Review.
3. The Resort Lodge and Resort Cabins may be rented year-round.
4. The hours of operation for events shall be limited to 4:00 pm to 10:00 pm on Fridays, 9:00am to 10:00pm on Saturdays and 9:00 am to 8:00pm on Sundays with an additional hour before and after those hours for setup and cleanup. No events are allowed Monday through Thursday.
5. Hours of operation for events shall be limited to 9 am to 10 pm (with an additional hour before and after those hours for setup and clean up) for every Friday, Saturday, and Sunday before a federal holiday that is observed on a Monday.
5. Failure to comply with any conditions of the Special Review approval may result in reconsideration of the use and possible revocation of the approval by the Board of Commissioners.

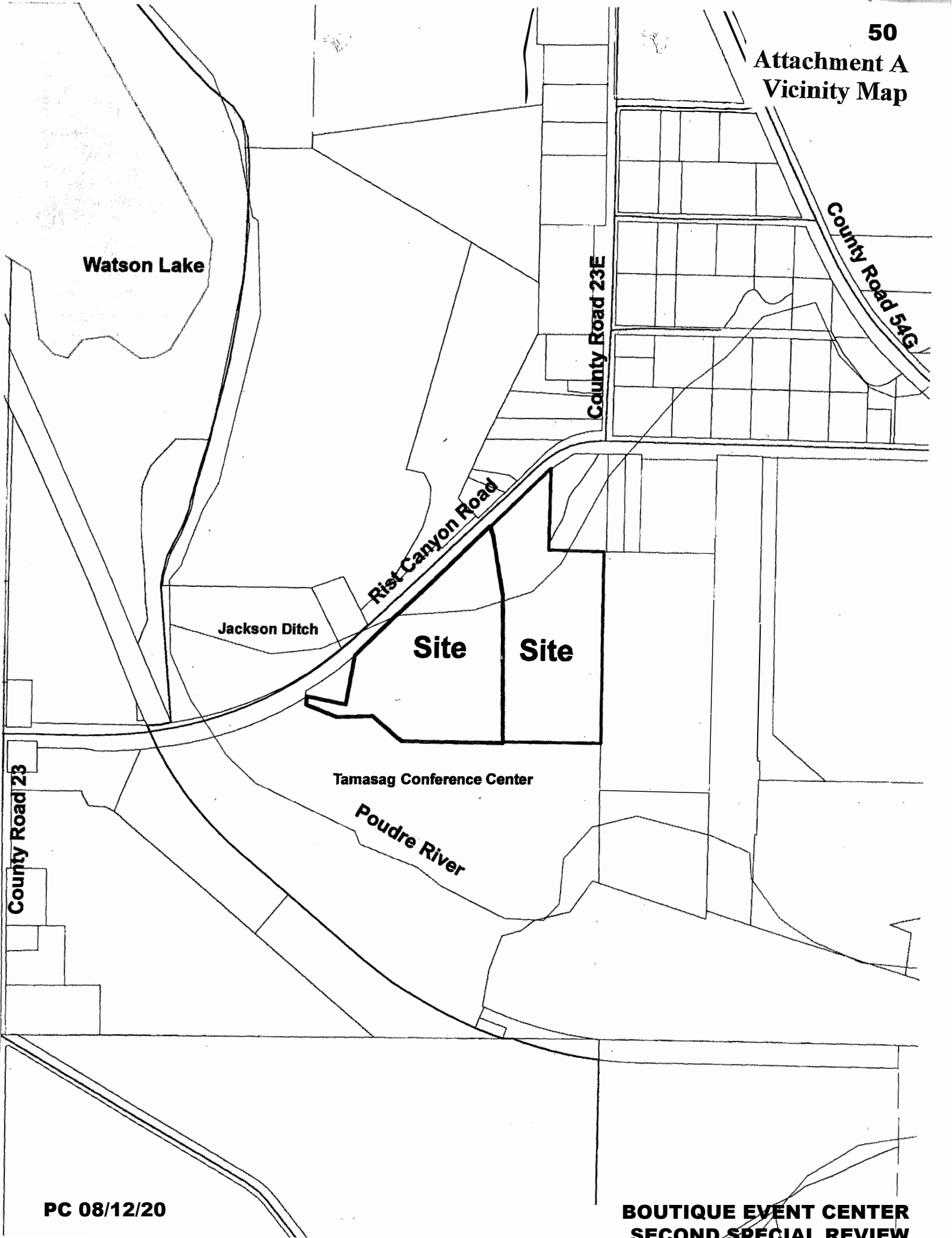
6. This application is approved without the requirement for a Development Agreement.
7. In the event the applicant fails to comply with any conditions of approval or otherwise fails to use the property consistent with the approved Special Review, applicant agrees that in addition to all other remedies available to County, County may withhold building permits, issue a written notice to applicant to appear and show cause why the Special Review approval should not be revoked, and/or bring a court action for enforcement of the terms of the Special Review. All remedies are cumulative and the County's election to use one shall not preclude use of another. In the event County must retain legal counsel and/or pursue a court action to enforce the terms of this Special Review approval, applicant agrees to pay all expenses incurred by County including, but not limited to, reasonable attorney's fees.
8. County may conduct periodic inspections to the property and reviews of the status of the Special Review as appropriate to monitor and enforce the terms of the Special Review approval.
9. The Findings and Resolution shall be a servitude running with the Property. Those owners of the Property or any portion of the Property who obtain title subsequent to the date of recording of the Findings and Resolution, their heirs, successors, assigns or transferees, and persons holding under applicants shall comply with the terms and conditions of the Special Review approval.

#### ATTACHMENTS:

- Attachment A – Vicinity Map
- Attachment B – Applicant's Project Description
- Attachment C – Site Plans and Building Illustrations
- Attachment D – Referral Agency Comments
- Attachment E – Draft LAPAC Minutes
- Attachment F – Email from the Public

ATTACHMENT  
A

Attachment A  
Vicinity Map



Watson Lake

Jackson Ditch

Rist Canyon Road

Site

Site

Tamasag Conference Center

Poudre River

County Road 23E

County Road 54G

County Road 23

ATTACHMENT  
B

# Attachment B 52 Applicant's Project Description

SPECIAL REVIEW PROJECT DESCRIPTION

RIST CANYON INN

April 25, 2020

Rist Canyon Inn (RCI) is a four-star wedding, event and lodging facility which has recently completed its second year in operation. RCI has been used for weddings, lodging, corporate functions, retreats, reunions, and the like, however most of the events are weddings now (with some lodging). We have been approved by Larimer County for 109 guests total (for events and lodging). Lodging shall not exceed 14 guests, whether part of the 109 guests or on its own (separate from an event). Our operating period for events and lodging is from May 1<sup>st</sup> through December 31<sup>st</sup> (8 Months). Events take place on Fridays, Saturdays and Sundays, and lodging may happen any time during the week and weekends. Our approval is for a total of 48 events, and lodging is unlimited during the 8-month period. Personal (family) events are not counted in the 48 allotted events.

In 2018 we had 4 events; in 2019 we had 35 events; and as of September, 2019, we were fully booked with 48 weddings for the 2020 season, and now booking the 2021 season. Rist Canyon Inn has been rated by guests on Google, and the top two wedding sites, Wedding Wire and The Knot, and we have over 60 reviews. Thus far we have had only five-star ratings. RCI receives roughly half of its clientele from the Fort Collins/ Northern Colorado area, and the other half from Denver, Colorado Springs, with a few clients from other states.

Our weddings bring business to Larimer County. Out of town wedding guests, many times up to 100 people, stay in local hotels such as the Elizabeth, The Armstrong and The Hilton, among others. Local vendors such as caterers, planners, stylists, bands, DJ's, rental companies, restaurants, bakeries and bridal shops also benefit.

Existing conditions are as follows:

Rist Canyon Inn is on a 20-acre property with 8 acres available for the wedding ceremony, and another 8 acres are home to two horses. On the remaining 4-acre parcel resides a newly built 2000 sq. ft event hall and 330 sq. ft. restroom building, with a trellis and patio area. There are courtyards, a historic farmhouse for lodging (sleeps 10), a cabin (sleeps 2) and parking for 41 cars plus 2 handicapped spaces.

Proposed Improvements are as follows:

1. **Add Covered Trellises (to support the caterers)** - Add a covered trellis or two small gazebos (total of 22' x 22') at the caterer's pad at the North East corner of the Event Hall. This would create an improved space for caterers (and prettier than a temporary white rental tent). It would be covered and have walls (to keep rain and wind out). Add a (6' x 23') covered trellis on the North side of restroom building, to keep rain / snow off of guests, keep restrooms dry and keep ice off of the walkway.
2. **Add Sound Dampening Walls (to support the neighbors)** - Add a maximum of 4 sound dampening walls (fences) to mitigate noise from a few loud guests (to reduce noise to the neighbors). One would be west of the North West corner of the event hall (12' high x approx. 30' long). This requires vacating a 5' section on tract 2 of an outdated 40' easement (leaving 35'), which has already received approval by Larimer County. A second fence added at the North side of caterer's area and a third North of the restroom trellis (each approx. 22' long), and possibly a fourth North of the parking lot, next to the existing fence. We may not need 4 fences but better to request this now if needed. And we request flexibility in the locations.

3. **Appeal for Year-Round Lodging (to support the community and a better business model)** - The appeal is to have lodging year-round instead of our 8-month condition of approval. The request for lodging has been robust, and we feel there is a need for year-round lodging, North of Fort Collins. The original appeal was for Rist Canyon Inn (previously titled Boutique Event Center) considered a seasonal facility change from the allotted 6 months to 8 months (to obviate the requirement of an asphalt drive), this was approved by the county. The asphalt would have been unsightly, did not represent a historic four-star facility nestled in nature, and would have been costly (at 100K). For the additional 4 months for lodging there would be just a few cars at a time (as there would be no events at this time), and no need for an asphalt drive. According to the county, with regard to traffic, there would not be additional traffic as the size of the events (in this case no events) and the amount of lodging per night would not increase.
4. **Treat Sundays before a holiday Monday the same as Saturdays (to support wedding couples)** - with regard to time of Event. We request that Memorial Day, Labor Day and for any Sunday that falls before a holiday Monday have the same operating time as Saturday (9am to 10pm). Sundays operating time currently is from 9am to 8pm. Since the following day after a Sunday (with holiday Monday) is not a workday the Sunday is similar to a Saturday. We also request that Friday's time be the same as Saturdays. Currently Fridays operating time is 4pm to 10 pm. We ask that Friday's operating time also start at 9am. This time is used for the bride and bridesmaids to get ready. Friday, Saturday and Sundays each have an additional hour before and after operating time hours for setup and cleanup.
5. **Existing Elements Added & Approved by Larimer County (better facility for guests)** - A bathroom building (14' x 23'), a partially covered trellis added to the event hall (12' x 64'), and covered porch added to the house (9' x 42') were approved by Larimer County.
6. **Liquor License (as a better business model)** - Since Rist Canyon Inn currently has bartenders and alcohol on the premises, as a wedding event facility it may make business sense to have a liquor license. If we had a liquor license, we would hire the bartenders and provide the alcohol, instead of an outside facility. This would be something that may happen in the future, or possibly never happen, but we would like to have the option.

Thank you for your consideration.

Allan and Emily Leibow

**RIST CANYON INN**  
weddings celebrations lodging

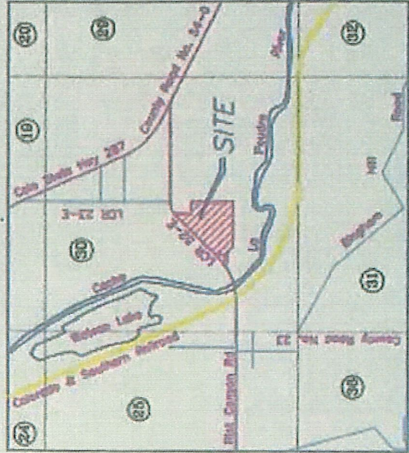
ATTACHMENT  
C



**BOUTIQUE EVENT CENTER  
 PARKING LOT CONSTRUCTION &  
 ACCESS DRIVE IMPROVEMENT PLANS**  
 4625 RIST CANYON ROAD  
 LAPORTE, COLO. 80535

SITUATE IN THE SOUTHWEST 1/4 OF SECTION 30,  
 TOWNSHIP 8 NORTH, RANGE 69 WEST OF THE SIXTH P.M.,  
 COUNTY OF WELLS, STATE OF COLORADO

JANUARY 28, 2014



**OWNER/DEVELOPER**  
 BOUTIQUE EVENT CENTER  
 CONTACT: ALAN LEIBOW  
 4625 RIST CANYON ROAD  
 LAPORTE, COLO. 80535  
 (316) 903-0760

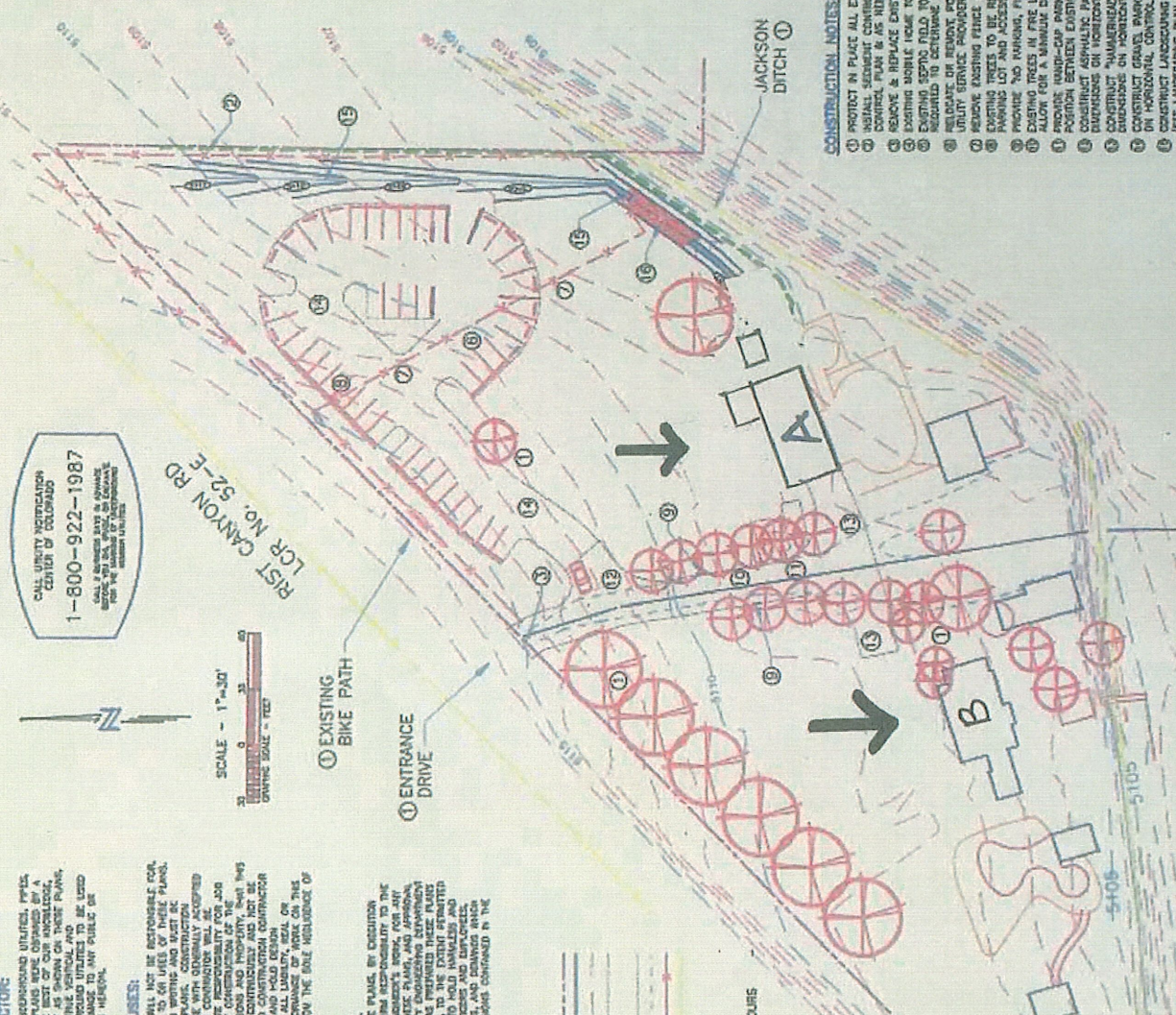
**ENGINEER:**  
 FORBES ENGINEERING LLC  
 CONTACT: KEVIN FORBES  
 2838 CHERYL STREET  
 FORT COLLINS, CO 80524  
 (970) 298-4874

**INDEX TO DRAWINGS:**

SHEET NO.	SHEET DESCRIPTION
C1.0	COVER SHEET & GENERAL NOTES
C1.1	SITE PLAN
C2.0	HORIZONTAL CONTROL PLAN
C3.0	GRADING & DRAINAGE PLAN
C3.1	EROSION CONTROL PLAN & DETAILS

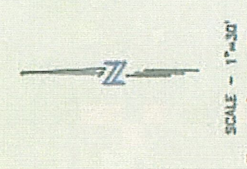
**PROFESSIONAL ENGINEER CERTIFICATION**  
 THESE CONSTRUCTION PLANS FOR BOUTIQUE EVENT CENTER WERE PREPARED BY ME (OR UNDER MY DIRECT SUPERVISION) IN ACCORDANCE WITH THE REQUIREMENTS OF THE ROAD BOUNDARY AND THE SUBDIVISION SECTION STATUTES FOR WELLS COUNTY, COLORADO.

Kevin J. Forbes  
 Colorado P.E. No. 12345



CALL UTILITY INFORMATION CENTER BY COLORADO  
 1-800-922-1987

CALL AT YOUR OWN RISK & OBTAIN ALL NECESSARY PERMITS FOR THE REMOVAL OF UTILITIES.



**ENGINEERS NOTE TO CONTRACTOR:**  
 THE EXISTENCE AND LOCATION OF ANY UNRECORDED UTILITIES, PIPES, AND/OR STRUCTURES SHOWN ON THESE PLANS WERE OBTAINED BY A VISUAL SURVEY AND RECORD DRAWINGS. THEREFORE, THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL UTILITIES, PIPES, AND/OR STRUCTURES SHOWN ON THESE PLANS. THE CONTRACTOR SHALL ASSUME THE RISK FOR ANY AND ALL UTILITIES, PIPES, AND/OR STRUCTURES NOT SHOWN ON THESE PLANS.

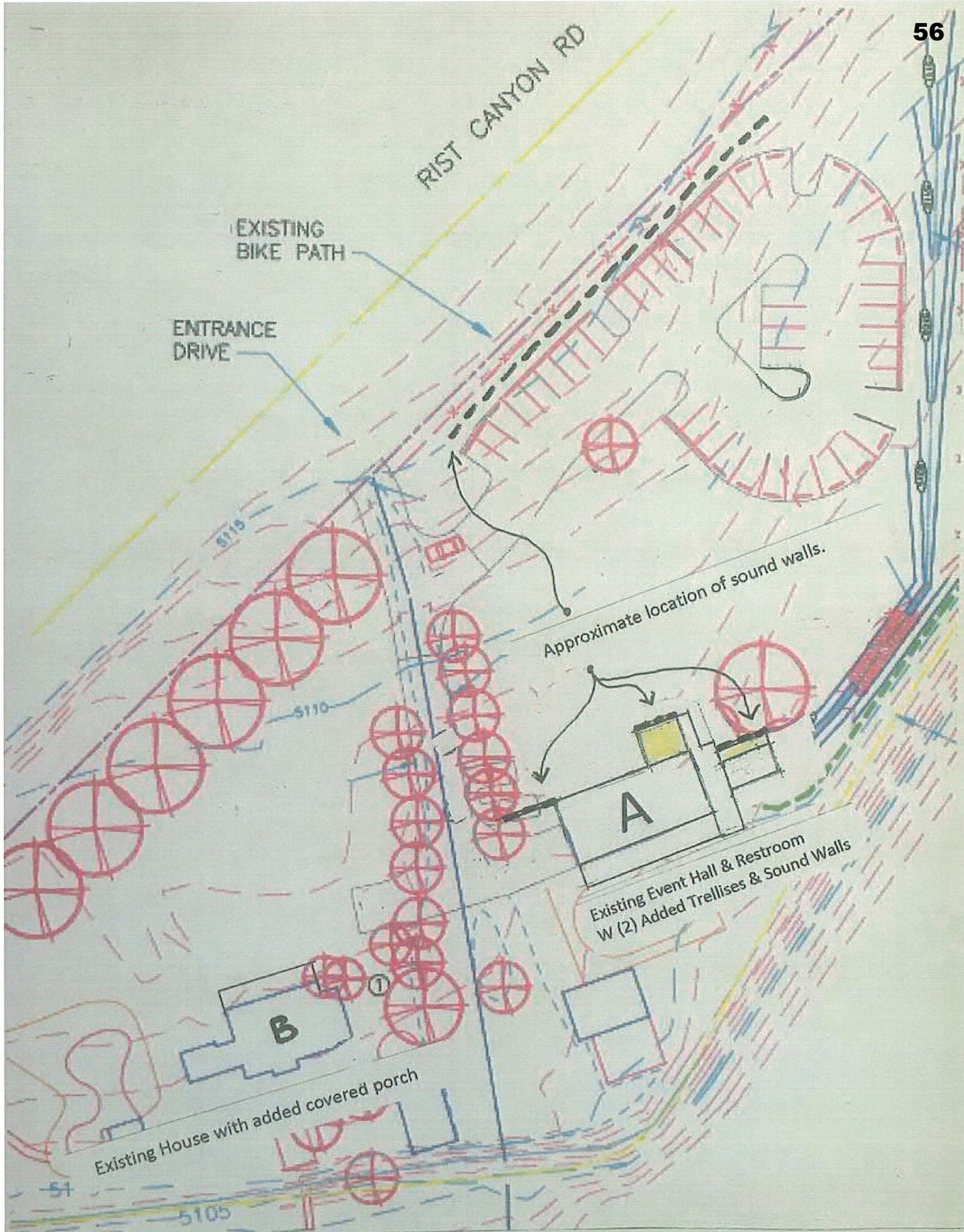
**UNAUTHORIZED CHANGES & USES:**  
 THE ENGINEER HEREBY CERTIFIES THAT THESE PLANS WILL NOT BE REPRODUCED, COPIED, OR USED FOR ANY UNAUTHORIZED PURPOSES. ANY CHANGES TO THESE PLANS MUST BE IN WRITING AND MUST BE APPROVED BY THE ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES.

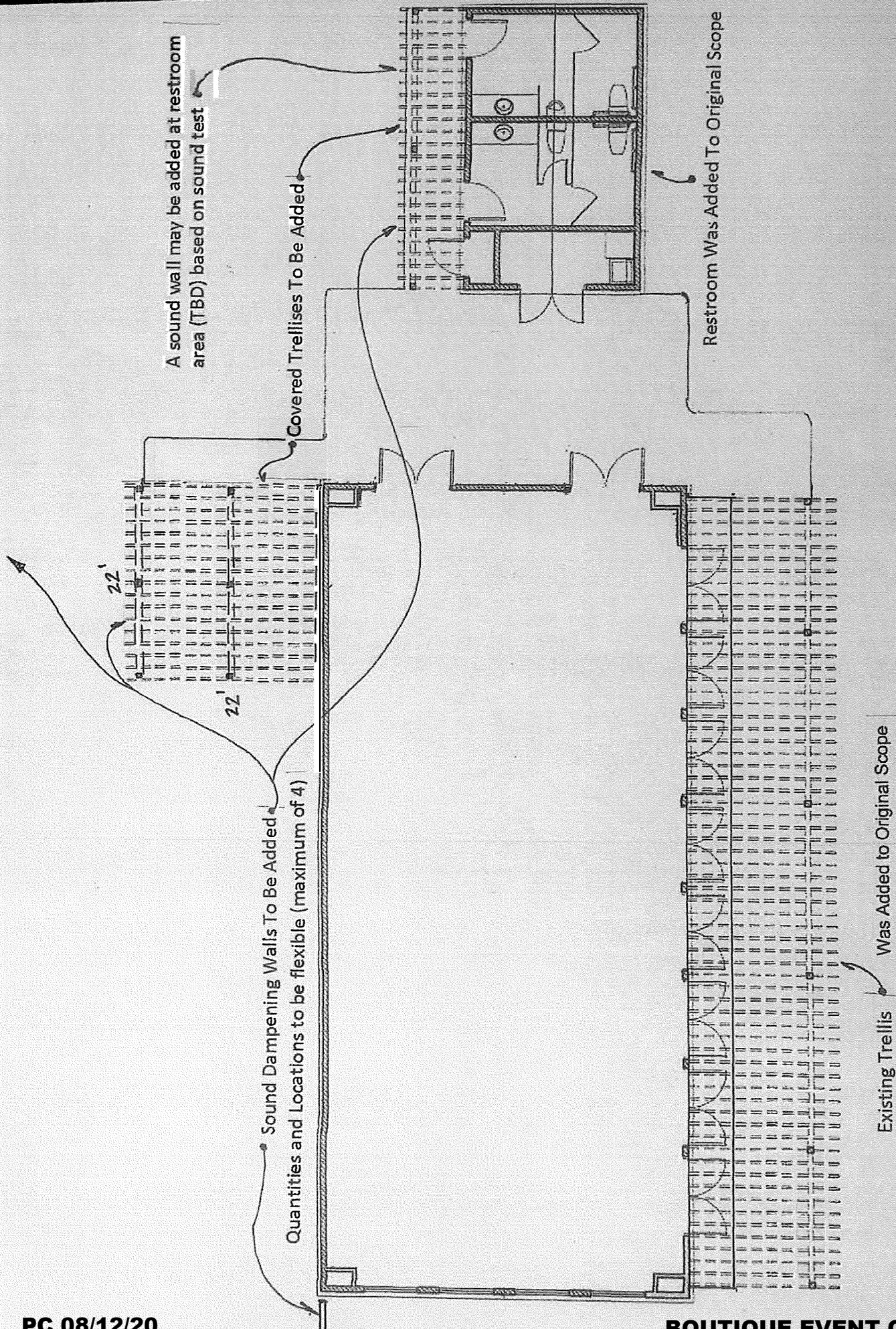
**DISCLAIMER:**  
 THE ENGINEER HAS CONDUCTED A VISUAL SURVEY AND RECORD DRAWINGS. THE ENGINEER HAS NOT CONDUCTED A GEOTECHNICAL SURVEY OR SOIL TESTING. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES.

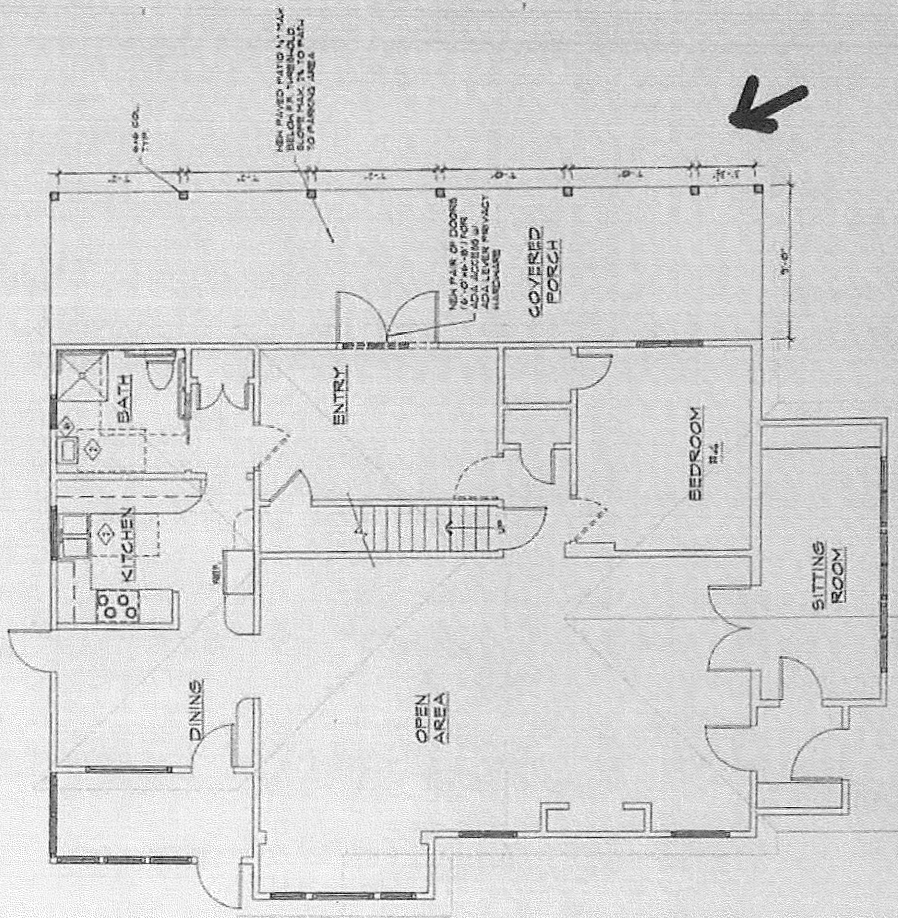
**COMMUNICATION STATEMENT**  
 THE ENGINEER WHO HAS PREPARED THESE PLANS, BY DESIGNING THE PROJECT, HAS ACCEPTED THE RESPONSIBILITY TO THE CLIENT, AS THE DESIGNER, OF ANY ERRORS, OMISSIONS, OR NEGLIGENCE. THE ENGINEER HAS NOT CONDUCTED A GEOTECHNICAL SURVEY OR SOIL TESTING. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES.

- LEGEND**
- SITE BOUNDARY/PROPERTY LINE
  - EXISTING BUILDINGS
  - EXISTING CONTOUR
  - PROPOSED CONTOUR
  - EXISTING EDGE OF ASPHALT
  - PROPOSED EDGE OF ASPHALT
  - EXISTING EDGE OF GRAVEL
  - PROPOSED EDGE OF GRAVEL
  - EXISTING FENCES
  - PROPOSED FENCES
  - DITCH CENTERLINE

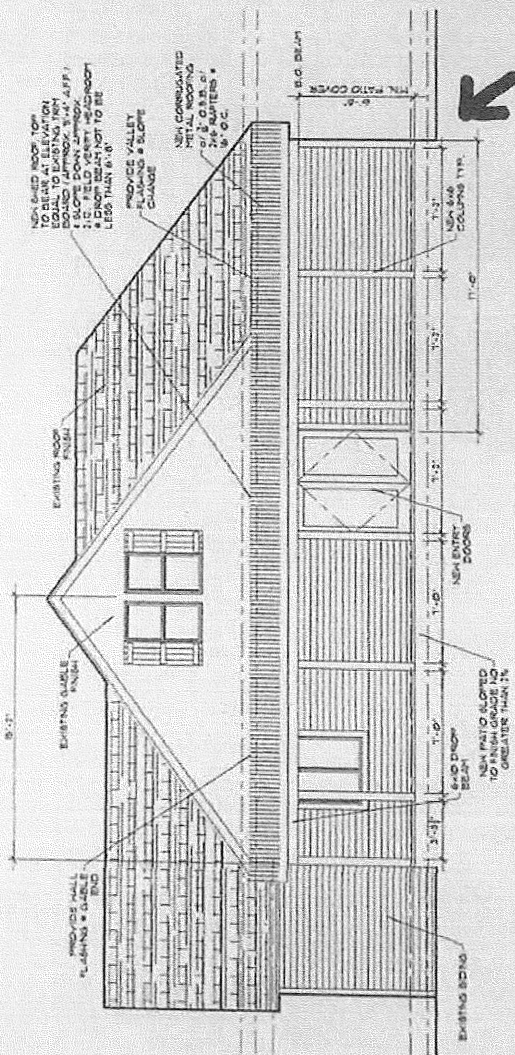
- GRADING NOTES:**
- EXISTING & PROPOSED CONTOURS ARE AT 1' INTERVALS.
  - BENCHMARK USGS 105 9 ELEVATION 5110.66 (MWD 84)







1 MAIN LEVEL PLAN  
1/4" = 1'-0"



2 FRONT ELEVATION (NORTH FACING)  
1/4" = 1'-0"

B EXISTING HOUSE / LODGE (with added covered porch) RIST CANYON INN

ATTACHMENT  
D

## LARIMER COUNTY | ENGINEERING DEPARTMENT

P.O. Box 1190, Fort Collins, Colorado 80522-1190, 970.498.5700, Larimer.org

## MEMORANDUM

**TO:** Michael Whitley, Larimer County Planning Department

**FROM:** Katie Gray, Larimer County Engineering Department *KG*

**DATE:** February 20, 2020

**SUBJECT:** Boutique Event Center Second Special Review, File #20-ZONE2634

**Project Description/Background:**

The applicant seeks Special Review Approval to expand a Community Hall and Resort Lodge/Cottages use by: 1) Adding two cover trellises to two existing buildings, 2) Adding two sound dampening walls to the site, 3) Adding a detached bathroom building, and 4) Allowing the Lodge and Cabins to be rented year-round rather than the May 1<sup>st</sup> to December 31<sup>st</sup> operating season currently allowed.

**Review Criteria:**

Larimer County Engineering Department development review staff members have reviewed the materials per the criteria found in the Larimer County Land Use Code (LCLUC), Larimer County Rural Area Road Standards (LCRARS), and Stormwater Design Standards (LCSDS).

**Comments:**

1. The original special review application for the Boutique Event Center included an appeal to section 8.6.3.C.1 of the LCLUC to appeal the requirement to pave the access road and associated parking areas. Based on the Findings and Resolution, the Board of County Commissioners found that 4 of 5 appeal criteria were met and ultimately approved the appeal. Based on the minor nature of proposed modifications, Staff does not believe that this appeal needs to be reevaluated at this time.
2. Since this application is proposing an increase in the frequency of renting the Lodge and Cabins to be year-round and not increasing the amount of people that will be permitted onsite at one time, Staff will not require an updated traffic study.
3. It is Staff's expectation that the overlapping uses of the lodging and the event center will not exceed 109 people onsite at one time.





4. We expect that the improvements will be completed in such a way that the existing drainage patterns in the area will not be altered. If drainage patterns are going to be changed, a drainage plan will need to be submitted to the Engineering Department for review and approval.
5. We will require that measures be taken to control erosion and sedimentation during all phases of construction. We will also require that, after the temporary activity is complete, all disturbed areas are repaired to a condition that is equal to or better than the existing condition. A note must be provided on the plan that addresses these issues.

**Staff Recommendation:**

The above comments need to be noted, otherwise this department does not have any issues or concerns with this proposal. Please feel free to contact me at (970) 498-5702 or e-mail me at [kgray@larimer.org](mailto:kgray@larimer.org) if you have any questions. Thank you.

cc: [allan@ristcanyoninn.com](mailto:allan@ristcanyoninn.com)  
file



Michael Whitley <whitlemd@co.larimer.co.us>

## Boutique Event Center Second Special Review; 20-ZONE2634

1 message

Lea Schneider <schneils@co.larimer.co.us>

Mon, Feb 24, 2020 at 6:05 PM

To: Michael Whitley <whitlemd@co.larimer.co.us>, allan@ristcanyoninn.com  
Cc: "Manley, Chris" <manleycj@co.larimer.co.us>

Michael and Allan,

In reviewing the request for the amended Special Review, the Health Department is concerned with the total number of guests for the lodge and cabins as well as the event center. We are not sure if there are other supporting documents that could be provided to explain the difference between the septic permits and Doug Ryan's Special Review comments (attached).

The Engineer Report for the septic system design is only for 14 overnight guests total, not 22 as suggested in the project description. At one point a 5-bedroom lodge was considered, but was not in the final approval. The lodge was only allowed to have 4 bedrooms to sleep 8 people, and each cabin was sized for 2 people (3 cabins, 6 people). In addition the design flows for the community hall are for 95 guests in the engineering report, but Doug Ryan listed 109.

The septic system capacity was carefully calculated to serve a 4-bedroom lodge, three 2 person cabins, a restroom building to support the community hall of 95 people, and an office building. This was all completed in an effort to keep the septic system within the 2000 gallons per day limit so that Larimer County could issue the permit rather than the property owner applying for a Colorado Health Department wastewater treatment system.

At this time the Health Department is not be able to support the request to extend the use of the cabins to year long, as the proposed number of guests does not match the septic permit numbers. We would welcome any supporting documentation that indicates the larger occupancy numbers. Otherwise, the occupancy would have to be amended in the Special Review conditions of approval to only allow 14 guests in the year-round lodge and cabins.

In regards to the other property improvements listed in the sketch plan, our office does not have significant concerns. As previously discussed for the easement vacation application, the sound wall shall be setback from the septic system at least 10 feet if there are footers. This would also apply to any future gazebos that require anchoring into the ground.

I look forward to reviewing any additional information.  
Lea



**Lea Schneider**  
Environmental Health Planner

Environmental Health  
1525 Blue Spruce Drive, Fort Collins, 80524 | 2nd Floor  
W: (970) 498-6777 | M: (970) 498-6776  
[lschneider@larimer.org](mailto:lschneider@larimer.org) | [www.larimer.org/health](http://www.larimer.org/health)

### 4 attachments

- Boutique OWTS permit card.pdf  
46K
- BoutiqueEventCenterSR2.pdf  
108K
- BoutiqueEventCenterSRSewerCalcs.pdf  
207K
- Boutique Events center septic.pdf  
2035K



## LARIMER COUNTY | COMMUNITY DEVELOPMENT

P.O. Box 1190, Fort Collins, Colorado 80522-1190, Planning (970) 498-7683, Building (970) 498-7711, Larimer.org

### PROJECT MEMORANDUM

**TO:** Michael Whitley, Planner II and Emily and Allan Leibow, Applicant/Owner

**FROM:** Patrick Horrell, Plans Examiner

**DATE:** February 25, 2020

**RE:** Boutique Event Center Second Special Review {20-ZONE2634}

This memo is to make note of preliminary concerns or requirements associated with the above named project at time of Minor Special Review submittal only. No direct response is required at this time, unless specifically required in the individual items below. *{The 2018 International Codes are adopted and enforced by Larimer County.}*

#### General Comments

1. The project will be required to meet the 2018 IBC, and the 2018 Energy Codes.
2. Property wind and snow loads are as follows: Vult=146 mph and a ground snow load of 45 psf. You will need a Colorado licensed engineer and architect for this project.
3. Please see attached submittal check list for submittal requirements.

#### Line Item Comments

1. The covered trellises/gazebos will need to be engineered.
2. The sound dampening walls will need to be engineered.
3. The bathroom structure will require engineering and an architect will need to provide a code analysis for the property, mainly addressing the number of bathrooms and fixtures on site.
4. Building has no comment regarding the amount of time the structures can be rented.

If you have any questions please feel free to contact me by reply email or by phone at (970) 498-7707.



## LARIMER COUNTY | COMMUNITY DEVELOPMENT

P.O. Box 1190, Fort Collins, Colorado 80522-1190, Planning (970) 498-7683, Building (970) 498-7700, Larimer.org

### COMMERCIAL PLAN SUBMITTAL INFORMATION

2018 International Codes (Adopted & Enforced)

The following information/plans will be required for full plan submittal for Building Division review.  
Please read all items very carefully:

- Plans are to be stamped by a Colorado Licensed Architect and Colorado Registered Engineer(s).
- All plans shall be drawn to scale, such as 1/4"=1' or 1/8"=1'. Maximum paper size accepted is 24" x 36".
- Notations/ markings in red-ink are prohibited; "red-lines" are only for Building review notes and corrections.

1. **Prior to building permit submittal, a Commercial Site Plan Waiver with one site plan must be submitted to the Planning Division for approval. Fillable form online: [larimer.org/building/codes](http://larimer.org/building/codes) (Site Plan Review Determination Form).**
2. **After an approved site plan waiver has been obtained:** Provide 7 sets of the Site Plan. Show distances from building to property lines, roads, waterways and other structures on same site. "Approved" site plans will be required on most Commercial projects. No aerial photos will be accepted.
3. Provide 3 sets of floor plans for each level. Indicate uses of all rooms or areas on floor plans.
4. Provide 2 sets of building section details showing all components of construction from bottom of footing to top of roof.
5. Provide 2 sets of all wall framing/assembly details, showing all parts of the wall assemblies.
5. **Design Block (or Code Analysis) must be on all Commercial plans. Show Occupancy Classification, Type of Construction, indicate fully sprinkled or non-sprinkled, square footage of each level and provide calculations showing the building area complies with International Building Code requirements & exceptions. **The wind speed design must comply with the adopted Larimer County Ultimate/Basic Wind Speed Map.****

#### **\*\*\*ENERGY CODE COMPLIANCE REQUIREMENTS\*\*\***

An **Energy Code** Compliance Report prepared by the designing/project architect shall be provided as a part of the plan submittal for a building permit. The structure must be designed to comply with either ANSI/ASHRAE/IESNA 90.1 or Chapter 4 [CE] and applicable tables for Climate Zone 5 of the 2018 International Energy Conservation Code (IECC). A COMCheck energy code analysis of the structure will be accepted as part of the required compliance report. (COMCheck is a three-part report: Building Envelope, Mechanical & Electrical).

**An Air Leakage Test is required on all new structures and large additions.**

The following items shall be addressed in the required Energy Code Compliance report in addition to the items noted above:

- Electrical Power & Lighting Systems shall indicate specific compliance with Section C405 of the 2018 IECC.
- Buildings shall comply with at least one of the following 2018 IECC Section C406.1 options;
  - a. Efficient HVAC performance in accordance with Section C406.2;
  - b. Reduced lighting power density in accordance with Section C406.3;
  - c. Enhanced lighting controls in accordance with Section C406.4;
  - d. On-site supply of renewable energy in accordance with Section C406.5;
  - e. Provision of a dedicated outdoor air system for certain HVAC equipment in accordance with Section C406.6;
  - f. High-efficiency service water heating in accordance with Section C406.7;
  - g. Enhanced envelope performance in accordance with Section C406.8;
  - h. Reduced air infiltration in accordance with Section C406.9.

**Note:** Individual Tenant Spaces shall comply with Section C406.2, C406.3, C406.4, C406.6 or C406.7 unless documentation is provided that demonstrates the entire building is in compliance with Section C406.5 – 2018 IECC.

**\*\*Section C408 – 2018 IECC requires HVAC, Service Water Heating and Electrical Systems to be commissioned in accordance with Sections C408.2 and C408.3 – 2018 IECC. Final Commissioning Reports shall be provided to the Building Department and the Building Owner in compliance with each section. (\*\*New structures not exceeding 15,000 sq. ft. in floor area, additions and alterations are exempt from commissioning requirements.)**

6. Two sets of floor and roof framing plans. Show all header and beam sizes, spacing, span and type of joists and rafters. Include engineered floor and roof truss layouts if trusses used. **Indicate all design loads used.**
7. Two sets of section through stairway, detail plans showing rise, run, headroom, graspable handrails and their extensions.
8. Two sets of engineered foundation plans with section details indicating reinforcement and anchor bolts, design information, etc. **Indicate all design loads used.**
- 9.\* Two sets of detail drawings of all fire wall assemblies and listing number of such assemblies.  
\* See “Special Note” on next page. **All such assemblies require full inspection.**
- 10.\* Two sets of detail drawings of all roof/ceiling or floor/ceiling fire-rated assemblies and listing number of such assemblies.  
\* See “Special Note” on next page. **All such assemblies require full inspection.**
11. Two sets of HVAC plans showing all duct sizes, fire/smoke damper locations (if required), BTU's of all appliances. Show locations of all HVAC units and water heaters and provisions for outside combustion air. Indicate on plans how outside air and ventilation requirements will be satisfied.
12. Two sets of plumbing plans showing size of piping (DWV), fixture and clean-out locations; indicate type of materials to be used.
13. Two sets of gas piping plans showing sizes and length of runs for all gas piping. Provide a list of BTU's of appliances connected thereto.
14. Two sets of building elevation plans showing all sides.
15. Two sets of ceiling plans showing all Exit signs locations and provisions for Exit Illumination. (These items may be shown on floor plans, if so desired.)
16. Two sets of complete door hardware and window schedules.  
(Sizes of all doors and windows and complete door hardware listings required.)
17. Two sets of room finish schedules (floors, walls and ceilings).
18. **For engineered steel buildings only:** Provide two sets of wet-stamped building plans or two wet-stamped Design Certification letters from the steel building manufacturer certifying that the building will comply with Larimer County Wind and Snow loading requirements. Also provide anchor bolt setting plans with the size, diameter and embedment depth of the anchor bolts called out. **These are required in addition to the other requirements listed above.**
19. If **kitchen hoods** are part of your project, the following is required in addition to above items:
  - (1) Two sets of plans for the hood. For Type I hoods, provide two sets of fire extinguishing system plans.
  - (2) Two sets of plans for the hood, duct and shaft. For Type I hoods, provide detail plans of shaft and listing number for the minimum 1-hour fire rating of the shaft.
20. **For woodworking businesses**, provide two full sets of engineered plans and calculations for the entire dust collection system. See Dust, Stock and Refuse Conveying Systems provisions of the 2018 International Mechanical Code, as well as the 2018 International Fire Code. Dust collection systems must be interlocked with all dust producing machines.

21. For Tenant Finish projects in “strip mall” or Condominium situations, provide a “Key Plan” showing the location of the tenant space being finished in the building AND the occupancy groups of the tenants on each side and above or below the space being finished.

**\*Special Note concerning items 9 & 10 above:** Details of how penetrations in fire rated assemblies are to be protected are required, along with the listing number of the material or system to be used, per 2018 IBC Section 107.2.2. Approval of such systems or materials is required prior to use of such materials of systems. **All such assemblies require full inspection.**

**GENERAL NOTES:**

- A) Specialty plans, such as those indicated in items 20 & 21, are required on items that are not typical of all types of commercial construction. Ex: Spray Paint Operations with flammable finishes, which need approved paint booths and mixing rooms.
- B) Toilet room “blow-up” details are always good to verify that accessibility requirements are met.

**This handout is not intended to be all-inclusive, merely to give a good basic outline of plan submittal requirements.**

**APPROVALS FROM OTHER AGENCIES ARE REQUIRED:**

**Fire Department Review & Approval:**

The applicant for Building Permit must take **two sets** of plans for the project to the Fire Department having jurisdiction. The Fire Department concerned then reviews the plans and issues the Larimer County Building Department a letter of project approval after they have reviewed and approved the plans. **Until the Fire Department having jurisdiction issues an “approval letter,” no building permit will be issued for the project concerned.**

**Environmental Health Review & Approval:** (Drinking & Dining Establishments, Pet Shops)

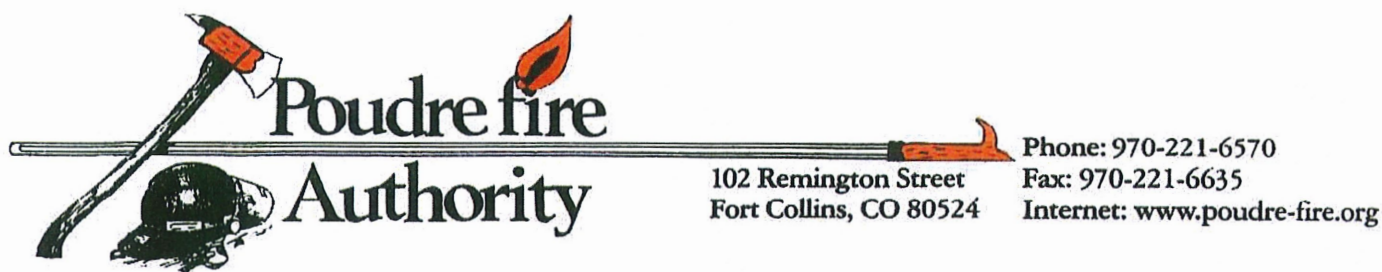
The applicant must take a full plan set to the Larimer County Environmental Health Department for review and approval. **The health department must sign off/approve plans in the computer system prior to issuance of a building permit.** Obtain a Environmental Health Requirements pamphlet for further information.

**State of Colorado Electrical Board:**

Larimer County Building Division does not review electrical plans or issue electrical permits. A separate review and permit are required from the State of Colorado Electrical Board. State of Colorado Electrical inspectors perform all electrical inspections. (2017 National Electrical Code enforced as of July 1, 2017.)

**For further information on requirements for your specific project, please call Larimer County Building Department at (970) 498-7660.**

Updated 5-21-19



**TO:** Michael Whitley, Planner II, [mwhitley@larimer.org](mailto:mwhitley@larimer.org), 970-498-7720

**FROM:** Jim Lynxwiler, Fire Protection Technician, [jlynxwiler@poudre-fire.org](mailto:jlynxwiler@poudre-fire.org), 970-416-2869

**PROJECT:** Special Review                      **LARIMER COUNTY CASE NUMBER:** 20-ZONE2634

**LOCATION:** 4623 & 4625 Rist Canyon Rd., Laporte, CO

**DESCRIPTION:** The applicant seeks Special Review approval to expand a Community Hall and Resort Lodge/Cottages use by:

- 1) Adding two covered trellises to two existing buildings
- 2) Adding two sound dampening walls to the site
- 3) Adding a detached bathroom building and
- 4) Allowing the Lodge and Cabins to be rented year-round then the May 1st to December 31st operating season currently allowed.

**COMMENT DATE:** February 17, 2020

**APPLICANT:** Rist Canyon Inn, [allan@ristcanyoninn.com](mailto:allan@ristcanyoninn.com)

**PFA COMMENTS:**

The Special Review Project Description notes the facility is set up to host 22 lodging guests per night (paragraph 1), however the body of the document indicates 10 in lodging house and 2 in a cabin (total of 12). This second number is more consistent with prior fire department discussions concerning total allowable, on-site occupant loads. Please validate and correct information as applicable.

A combustible wood trellis covering a required exit may require fire sprinkler protection (eg. south side of assembly hall). A trellis on the north side would likely not require sprinkler protection. Please contact Assistant Fire Marshal Greg Kimble at 970-416-2868 with any fire sprinkler related questions.

PFA has no comment regarding year-round lodging at this time. Further site development or significant increase in use may eventually trigger hard surfacing of the fire lane in the future.

ATTACHMENT  
E

# LAPAC Minutes 5/19/2020

## Call to Order:

**Roll Call:** Noah, Erica, Kathleen, Bruce Gibson, Mandy Kotzman, Ed Ott, David Rose, Cordelia Stone

Alan Leibow Attendee

**County Officials Present: Matt Lafferty, John Kefalas, Leslie Ellis, Katie, Don. Michael Whitley**

Opening Statement for the Meeting including statement that Zoom will be used to record audio and video.

Adoption of Agenda

Mandy motions

Cordelia seconds

Unanimous approval - **Minutes Approved**

**Approval to Approve Minutes**

Ed motions

David seconds

**Committee Questions:** Mandy asks if someone can vote if not attending the meeting. Matt clarifies that you can't vote until the meeting is finished so please proceed as if John was not present and vote was unknown (voting while not attending due to Covid).

**Kefalas update about Covid-19 update.**

- Variance requested from the state to implement more ideal safer at home standards
- This mainly due to the by and large good success Larimer county has had to contain the virus.

**Action item: Matt Lafferty notices about updates to meetings. Request that nothing is posted as the post office and instead posted online at Larimer.org.**

**Group discussion with concerns that some residents still don't have reliable internet.**

**Motion is to change the posting location to the public advisory for meetings online at Larimer.org and at 200 W Oak street instead of the post office.**

**As a courtesy, Kathleen volunteers to post the minutes at the**

**Cordelia motions**

**Mandy seconds**

**Unanimous approval**

**Discussion Item**

**Boutique Event Center special review**

**Michael Whitley gives presentation on the special review for the Boutique events center**

- Reviews existing approved special review
- 20.4 acre property
- Includes events for up to 109 attendees and a resort lodge with three cottages

**This expansion is requested to add the following**

1. Detached restroom building
2. Covered trellis addition to the community hall
3. Covered porch to the resort lodge
4. Adding sound dampening walls



5. Expanding hours of operation

6. Rented year round instead of just May 1st through December 31st.

Mandy asks questions about trellises. This term was used interchangeably with a porch which seems different.

David agrees that to keep rain and snow off, it must be a porch or a covered room of sorts.

Michael says it should be open on at least one end.

Micahel shows diagram and we get continued discussion on the porch vs. trellis

Alan clarifies that this will a open gazebo type structure, open on all sides. Mandy asks about the roof material. Alan clarifies its a metal corrugated roof of sorts.

Alan said the north side porch will be fully covered. The walls will be movable vinyl or a curtain of sorts.

Ed asks about year round lodging. Is that daily weekly, monthly, etc?

Alan said events would still only take place 8 months out of the year. The lodging would only allow 12 people for various length of time.

Ed asks again about length of time. Alan said its short term, usually a week at most.

Ed asks about requests for sound dampening walls.

Alan says they would like flexibility for which walls to sound dampen rather than have county demands for all walls sound dampened, etc. Alan said this was meant to keep one neighbor happy so they were planning to just sound dampen one wall on the east side or maybe two.

Kathleen asks what material. Alan said it was a repurposed barn material so it matches authentic materials to match the age and original design.

Alan said he would test with dB meters on the outside.

Cordelia asks about wall distance to bike path. Alan said 6-12 feet away from the bike path.

Noah asked what changes are requiring amended special review

Michael says it is a balancing act, but with the hours amended and the year round operation it required an amended special review.

Cordelia compliments the application and the review.

David asks about any other neighbors requesting concerns about change in hours. One neighbor asked about hours and for clarification, but no one complained.

David asks about food service for lodging.

Question if people are normally outside or inside.

Alan says on a nice night, people are normally outside.

Kathleen says she sees changes all as positive.

Motion to approve as-is.

David seconds the motion

7 Approve, 1 Disapproves Motion Passes

motions

andy seconds

meeting adjourned

**Staff communication:** Matt Lafferty

John / David ask Bruce and Erica why they wanted to join Lapac

Erica - part of Laporte gravel opposition and wanted to be more involved

Bruse - longtime resident of Laporte and wanted to be more involved as well.

John addresses end of year budget for 2020 and says Laporte residents will have access to it.

**John Kefalas:** Brings resource guides for older adults. John Kefalas will be taking over Johnson's Laporte pizza meeting. Happens on wednesday april 3rd.  
Community conversations

## **Agenda Item: *Land Use Code Update 2020***

**Matt leading discussion:**

Talks about history of the comprehensive plan update

Split into two parts between the mountainous regions and denser city/urban areas.

Laporte has its own plan for this specific area. Reason for the plan is vision casting for what Larimer county should become. This is an aspirational goal. Its not a regulatory document.

You rewrite the land use code to match your comprehensive plan. Discusses how at times the comprehensive plan ends up not matching the land use code and uses the Laporte pit as an example.

Matt discusses how they downgraded zoning before and how difficult it was for land owners. Goal is to not have to do that again.

Timeline to rewrite the land use code is by end of 2020. Clarion and associates is the company rewriting the code. Rewriting county plans is their primary focus

Introduces team members working on the plan (not currently present).

#### Project goals

- implement comprehensive plan
- improve user friendliness by adding graphics
- tailor development standards by land type
- introduce flexibility
- modernizing review procedures
- align with federal and state law

Overview of timeline of plan - apology for not having LAPAC involved in the initial code assessment

public engagement important throughout this process

Ed question about batches - batch 1 is current process which entails most of the code. Batch 2 is more minor portions of the code

that are not critical. Batch 2 will take place later at the end of 2020.

Improve district layout

Define use regulations for zone districts

Development standards additions

Avoidance of one size fits all - move to different requirements based on land type

Matt mentions Laporte plan may need updated.

Discussion from all led by Kefalas that this was discussed previously, but everyone was just frustrated that the plan didn't have teeth and was regulatory. Said the document itself was fine. Everyone wishes the Laporte plan could be a regulatory document.

## Action items - Election of Officers

David moves that

*Kathleen becomes chair*

*Laurie becomes vice chair*

*Noah retained as secretary*

David motions

Ed seconds

motion carries

ed motions to adjourn

David seconds,

meeting adjourned.

ATTACHMENT  
F



**Fwd: Rist Canyon Inn/Boutique Event Center**

1 message

**Katie Beilby** <beilbykm@co.larimer.co.us>  
To: Michael Whitley <whitlemd@co.larimer.co.us>

Fri, May 15, 2020 at 10:31 AM



**Katie Beilby**  
Office Supervisor

Community Development Department  
200 W Oak St, Fort Collins, 80522 | 3rd Floor  
W: (970) 498-7719  
[beilbykm@larimer.org](mailto:beilbykm@larimer.org) | [www.larimer.org/planning](http://www.larimer.org/planning)

----- Forwarded message -----

From: **J Smith** <[timberliner8@yahoo.com](mailto:timberliner8@yahoo.com)>  
Date: Thu, May 14, 2020 at 7:16 PM  
Subject: Rist Canyon Inn/Boutique Event Center  
To: [beilbykm@larimer.org](mailto:beilbykm@larimer.org) <[beilbykm@larimer.org](mailto:beilbykm@larimer.org)>

Hello,

I live within a quarter mile of the Rist Canyon Inn (RCI) in Laporte, and am writing to share my opinion regarding the Rist Canyon Inn requesting revised hours and construction.

Only twice have I needed to contact the Leibows regarding loud noise levels since RCI opened up, which I'm very happy about. The Leibows were also extremely kind to local artists by allowing a venue discount for an art/craft fair when the venue opened.

I do have concerns about lengthening their season/hours because one thing that I based my advocacy upon for the first approval has changed. The Leibows were going to be our neighbors, living on the RCI property, but they no longer live in Laporte. My decision to support RCI was highly based on this information. My fear is that the venue gets sold out to another owner who might not care about the neighbors, continuing future zoning requests, etc. Not knowing exactly what change in RCI's season and hours is, the one thing I absolutely would want is that the curfew in the evenings remain at 10pm.

If I could receive further information regarding the proposed season and hours extensions, I would be informed to give adequate feedback regarding the proposed changes.

Thank you,

Janis Smith





3. TITLE: Larimer County North Landfill  
Location and Extent

REQUEST: Location and Extent review for Larimer County Solid Waste to construct a new landfill on 626 acres.

LOCATION: 14855 N County Road 9  
Wellington, CO, northwest of the Town of Wellington

APPLICANT: Larimer County Solid Waste Division  
Lou Perez, Interim Solid Waste Director  
5887 S. Taft Hill Rd.  
Fort Collins, CO 80526

PROPERTY OWNERS: Larimer County

STAFF CONTACTS: Jenn Cram, AICP, Planning  
Steven Rothwell, Engineering  
Lea Schneider, Health

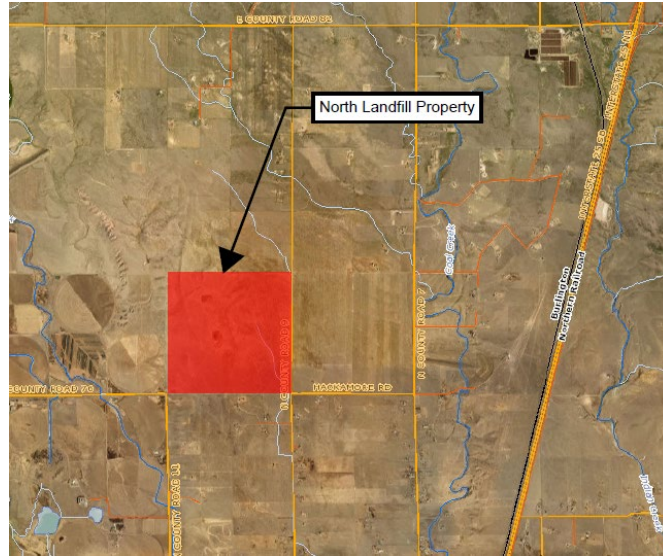
FILE #: 20-ZONE2705

PLANNING COMMISSION: August 12, 2020

STAFF REPORT DATE: July 21, 2020

NOTICE GIVEN: Posting in the officially designated area of the Larimer County Courthouse Offices no less than twenty-four hours in advance of the hearing. First Class Mailing to surrounding property owners within 500 feet.

## Vicinity Map



### PROJECT DESCRIPTION/BACKGROUND:

The purpose of Location and Extent review is to determine if a public use, structure, or utility proposed in unincorporated Larimer County conforms with the adopted Comprehensive Plan. Location and Extent review is required for public schools, public roads, public parks, trails and trailheads, public ways, grounds and spaces, public buildings and structures and utilities, whether public or privately owned. In this case, Location and Extent review is required because the proposed use is a new landfill.

In 2006, recognizing the capacity limitations of the current landfill, the County purchased an approximately 640-acre section of property at the intersection of County Road 76 East and County Road 11 North as a potential future landfill site (see vicinity map above). The existing Larimer County Landfill located at S. Taft Hill Road is anticipated to reach capacity and close in late 2024. In 2018, the North Front Range Regional Wasteshed Coalition set out to identify options for the continued efficient, economical and environmentally responsible handling of waste generated in the Wasteshed. The Solid Waste Infrastructure Master Plan (SWIMP) was adopted in December of 2018. The North Landfill with associated infrastructure including the Central Transfer Station and Yard Composting Facility were identified in the plan to address the solid waste disposal needs of the Wasteshed.

The North Landfill will include two operating units located on the southwest and northeast sides of the property on opposite sides of a Western Area Power Administration transmission line that bisects the property. Unit 1 will occupy 211 acres and Unit 2, 105 acres.

The landfill will be developed following a defined sequence of phases, each having dedicated base liner systems and leachate collection systems that will operate independently from one another. The estimated life of Unit 1 is 74 years and Unit 2 has a life expectancy of

26 years. The maximum height of the different phases within the two units varies from 86-feet to 308-feet.

Both landfill units will accept municipal waste as defined by the Colorado Department of Public and Engineering Hazardous Materials and Waste Management Division Regulations and with the County Waste Characterization and Disposal Plan.

The North Landfill is proposed to operate seven days a week from 7 am to 10 pm, with the facility closed to the public after 7 pm. The landfill will not typically operate on Sundays, unless adverse weather or other conditions occur that require it.

Access to the North Landfill will be in the northeast corner off of County Road 9. Most traffic will be generated by transfer trailers from the Central Transfer Station, as well as commercial customers. Residential customers will dispose of waste at the Central Transfer Station, or other local transfer stations such as those located in Wellington and Estes Park.

Additional features are necessary to support the landfill operation including fencing, a maintenance building, scales, scale house, on-site storm water control, on-site operations water storage for construction, fire suppression, dust control and roadway systems.

Water will be provided via a well. Sewage disposal will likely be via an on-site septic system. Electric and communication lines are available to the south and will be extended to the property.

Construction is currently anticipated to begin Spring of 2021 and is expected to take approximately 18 months. The North Landfill can begin to operate with the completion of Unit 1 and ancillary features noted above and then the use of the existing landfill on S Taft Hill Road will cease.

The Engineering Design and Operation Plan (EDOP) for the North Landfill is currently being reviewed by the State. A Certificate of Designation (CD) will be approved by the State and issued by the County prior to any construction. The review criteria and conditions of approval required by the State will be reviewed and approved by the Board of County Commissioners sometime this fall.

The Location and Extent process is different from other county review processes. It requires the Larimer County Planning Commission to review a proposal within 30 days, and is limited to conformity with the Comprehensive Plan. It is not a review of Land Use Code standards.

If the Location and Extent Review is approved, the applicant shall apply for Technical Review with Larimer County for review and approval prior to any construction. The Technical Review may begin after approval of Location and Extent and run concurrently with the EDOP and CD process. The Technical Review will include a review and analysis of all site improvements which will include addressing Engineering and Health Department

comments regarding drainage, water and air quality, traffic, etc. The applicant will also be required to apply for and receive approval of all applicable permits.

#### REVIEW CRITERIA:

To approve a Location and Extent application, the Larimer County Planning Commission must find that the proposal is consistent with the Larimer County Comprehensive Plan, based on consideration of relevant Comprehensive Plan principles, maps and elements.

The Comprehensive Plan serves as a policy document to guide development standards in Larimer County. It includes ten Plan Themes that inform six areas for Policy. The Policy Framework and Framework Map includes Community, Economy, Health and Social, Housing, Infrastructure and Watersheds & Natural Resources, each with their own Principles and recommended Policies. The Comprehensive Plan also references Foundational Plans that have helped to build upon community and data driven efforts. Partnering for Change: The Larimer County Solid Waste Infrastructure Master Plan is noted as a Foundational Plan within the Comprehensive Plan.

Both the Solid Waste Infrastructure Master Plan and the Comprehensive Plan included diverse opportunities for public participation and were adopted through the public hearing process.

#### **Solid Waste Infrastructure Master Plan, Adopted 2018:**

The North Front Range Regional Wasteshed Coalition completed the Solid Waste Infrastructure Master Plan (SWIMP) which recommended potential infrastructure options for implementation. The SWIMP was approved and adopted by Larimer County in December 2018, which includes the recommended infrastructure plan that includes the construction of a new landfill.

Section 3.5.2, Volume I – Geographic Location Considerations - Figure 3-1 (p. 27), shows the proposed location of the new North Landfill with the intent that it will be socially acceptable, maximize efficiencies, and minimize costs for haulers and customers. Mapping was generated based on population zones.

Section 4.1.1, Volume I – Solid Waste Infrastructure Master Plan (p. 55) The North Landfill was a Tier 1 recommendation to be approved as one of the facilities to be placed in-service in the Wasteshed prior to the closure of the existing Larimer County Landfill.

#### **Larimer County Comprehensive Plan, Adopted 2019:**

Chapter 2 – Vision, The Mission Statement: *Larimer County upholds and advances the community's health, safety, well-being, and quality of life.* (p.16)

Plan Themes – #10 – Infrastructure Management, ensuring that adequate public and/or private facilities and services are provided and maintained concurrent with Development. (p. 20)

### Chapter 3 – Policy Framework – Infrastructure

#15 – Solid Waste Management, *Implement options for the continued efficient, economical, and environmentally responsible handling of waste generated in the Larimer County Wasteshed. 5.1 - Establish a comprehensive, regional solid waste, recycling and composting management system that is implemented in an economically, environmentally, and socially sustainable manner. 5.2 – Implement waste management programs and facilities that reflect the needs and desires of users.* (p. 43)

Chapter 3 – Framework Map and Categories, notes that certain industrial uses should be located where existing facilities are or strategically located to allow for expansion of and future development along highways and/or arterial roads. (p. 55)

### CONCERNS AND ISSUES/REFERRAL COMMENTS:

Location & Extent applications do not require public notice to surrounding property owners. Since the proposal is a Larimer County project and is on public land, the Larimer County Yard Composting facility was publicly noticed to surrounding property owners within 500 feet of the property. As of the date of drafting the staff report no comments had been received from surrounding property owners.

The Solid Waste Division also conducted four different open houses to engage the Town of Wellington and neighbors in the process between November 2018 and November 2019.

The application was referred to the following agencies noted below. As of the date of drafting the staff report no comments had been received from referral agencies.

#### Referral Agencies:

Larimer County Engineering  
Larimer County Health and Environment  
Larimer County Parks  
Town of Wellington  
Wellington Fire Protection District

Staff will be prepared to give a verbal update on any neighbor or referral agency comments at the August 12 Planning Commission meeting.

### SUMMARY & CONCLUSIONS:

The applicant has provided information with respect to this proposal, of which does not reveal any significant issues or conflicts. The Larimer County Comprehensive Plan notes the Larimer County Solid Waste Infrastructure Master Plan (SWIMP) as a Foundational

Plan. As referenced above, the proposed North Landfill is consistent with the SWIMP and the Larimer County Comprehensive Plan by implementing a waste management plan that is economically, environmentally and socially sustainable. Thus, supporting the health, safety and well-being for Larimer County residents.

As long as the proposed North Landfill is constructed per the recommendations of the Solid Waste Infrastructure Master Plan along with any State, County and local regulations, Staff finds that this proposal is consistent with the intent and purpose of the Larimer County Comprehensive Plan.

#### DEVELOPMENT SERVICES TEAM FINDINGS:

The Development Services Team finds that this proposal, which includes construction of a new landfill, is consistent with the Solid Waste Infrastructure Master Plan and the Larimer County Comprehensive Plan as noted above. The site design and construction plans will be reviewed through a Technical Review process.

#### DEVELOPMENT SERVICES TEAM RECOMMENDATION:

The Development Services Team recommends Approval of the Larimer County North Landfill Location and Extent, File #20-ZONE2705, subject to the following conditions:

1. Technical Review and approval is required prior to any construction at the site and prior to applying for building permits.
2. The applicant shall obtain all applicable building and construction permits to construct the use at this site.

#### ATTACHMENTS:

- A. Applicant's Project Description
- B. Vicinity Map
- C. Exhibit

ATTACHMENT

A

# Larimer County North Landfill

## Location and Extent Review Information

### April 27, 2020

#### Property Legal Description

The landfill will be located at the existing landfill property which is located on an a 626 acre tract of land encompassing all of Section 29, Township 10 North, Range 68 West. This project will encompass the parcels of 8029000902, 8029000903 and 8029000904.

#### Project Description

The existing Larimer County Landfill is anticipated to reach capacity and close in late 2024. In 2018, the North Front Range Regional Wasteshed Coalition set out to identify options for the continued efficient, economical and environmentally responsible handling of waste generated in the Wasteshed. The Coalition completed the Solid Waste Infrastructure Master Plan (SWIMP) which recommended potential infrastructure options for implementation. The SWIMP was approved and adopted by Larimer County in December 2018, which includes the recommended infrastructure option of the construction of a new landfill facility (referred to as the Larimer County North Landfill).

The topography surrounding the North Landfill site, located at 14855 N County Road 9, Wellington, Colorado 80549, will result in stormwater run-on to the site from the north. The run-on from the north will be intercepted and diverted away from the landfill units as part of the landfill stormwater control system. The site topography is characterized as low rolling hills that steepen near two north-south running ridge lines located near the center and west end of the property. Slopes across the site are gently sloping from north to south with a maximum elevation of approximately 5565 feet above mean sea level (amsl) at the north property line and a minimum elevation of approximately 5481 feet amsl at the south property line. Topographic low points exist within the Unit 1 footprint (5490 feet amsl), near the northeast corner of Unit 1 proximate to the WAPA easement (5502 feet amsl), and at the southern boundary of the site near the southeast corner of Unit 1 (5481 feet amsl).

The North Landfill is proposed to be comprised of two operating units; Unit 1 and Unit 2 located on the southwest and northeast side, respectively, of a Western Area Power Administration (WAPA) 345 kV transmission line that bisects the site northwest to southeast. The landfill site is bound on the east by N County Road 9. The southeast corner of the landfill site is at the intersection of N County Road 9 and Hackamore Road. The southwest corner of the landfill site is at the intersection of E County Road 76 and N County Road 11. Unit 1 and Unit 2 occupy a footprint of 211 and 105 acres, respectively. The landfill units will be developed following a defined sequence of “phases,” each having a dedicated base liner system and a leachate collection system that will operate independently from other phases. Based on the current unit configurations and operational criteria, the operational life for Unit 1 and Unit 2 are estimated to be approximately 74 and 26 years, respectively.

Both landfill units will accept municipal solid waste (MSW) as defined in Section 1.2 of the Colorado Department of Public Health and Engineering Hazardous Materials and Waste Management Division Regulations and in accordance with the County Waste Characterization and Disposal Plan. The Plan also defines wastes that will not be accepted. The North Landfill will typically operate seven days per week from 7:00 am to 10:00 pm although the facility will be closed to the public after 7:00 pm. The County will not typically operate the landfill on Sundays, unless adverse weather or other conditions occur. Traffic to the landfill facility will enter the facility on the northeast corner of the property and will be comprised mainly of



transfer trailers from the Central Transfer Station which will be built at the existing landfill property, as well as select commercial customers. Residential customers will be required to dispose of their municipal solid waste at the Central Transfer Station. Additional ancillary features are necessary to support the landfill which include scales and scale house, sitework, on-site stormwater control, on-site operations water storage for construction, fire suppression and dust control and roadway systems.

Construction is currently anticipated to begin in the spring of 2021 and is expected to take approximately 18 months. Once the first phase of the Unit 1 landfill and ancillary features are constructed, operation of the landfill is anticipated to commence and disposal of MSW at the existing Larimer County Landfill will cease. It is anticipated that approximately five (5) employees will be working during operating hours.

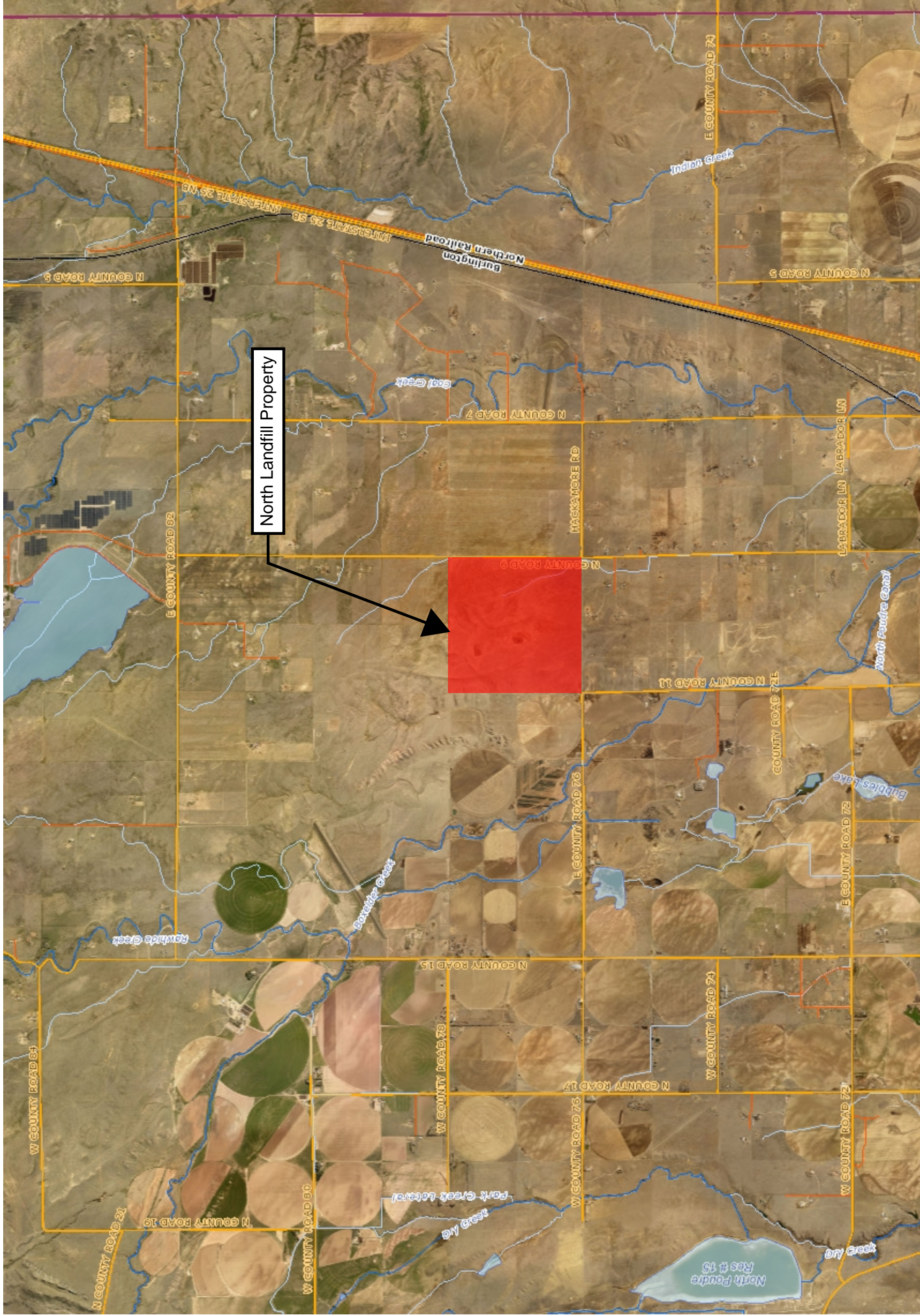
Electrical and communication lines are located approximately three and five miles, respectively, to the south of the property and will be necessary to support the landfill and ancillary features. The North Landfill facility will either use portable restrooms or on-site containment of sewage, septic tanks, to handle the needs of the landfill employees and customers. As part of the operations of the landfill, fire protection provisions will be in place to provide adequate fire protection which includes use of the on-site water storage pond, equipping all landfill equipment and scale house with fire extinguishers that are easily accessible, load checking at the landfill gate to identify vehicles containing burning wastes and proper training of all landfill personnel.

ATTACHMENT  
B

# Larimer County Web Map

## Legend

- Railroads
- Major Road System
- Road System
- Lakes and Ponds
- Major Rivers and Streams
- Rivers and Streams
- County Boundary



### Notes

This map was created by Larimer County GIS using data from multiple sources for informal purposes only and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. This map may not reflect recent updates prior to the date of printing. Larimer County makes no warranty or guarantee concerning the completeness, accuracy, or reliability of this content.

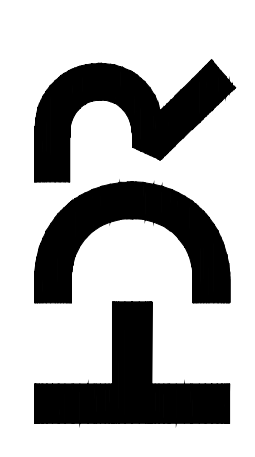
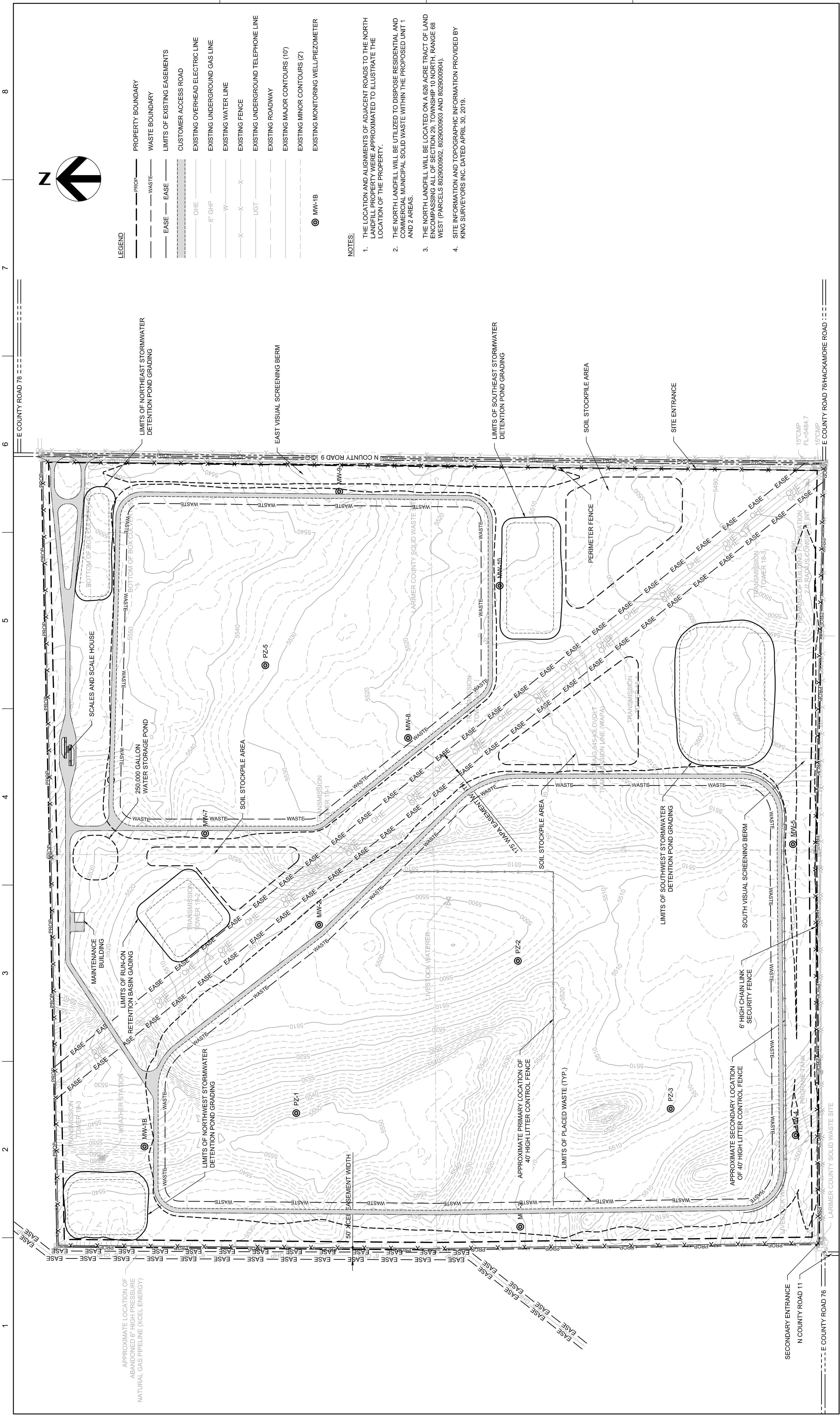


1: 48,000

NAD\_1983\_HARN\_StatePlane\_Colorado\_North\_FIPS\_0501\_Feet

## LARIMER COUNTY NORTH LANDFILL LOCATION MAP

ATTACHMENT  
C

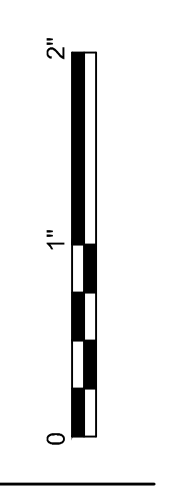


**LARIMER COUNTY  
NORTH LANDFILL  
SITE PLAN REVIEW**

**LOCATION AND EXTENT PLAN**

ISSUE	DATE	ISSUED FOR COUNTY REVIEW	DESCRIPTION
0	4/24/2020	ISSUED FOR COUNTY REVIEW	

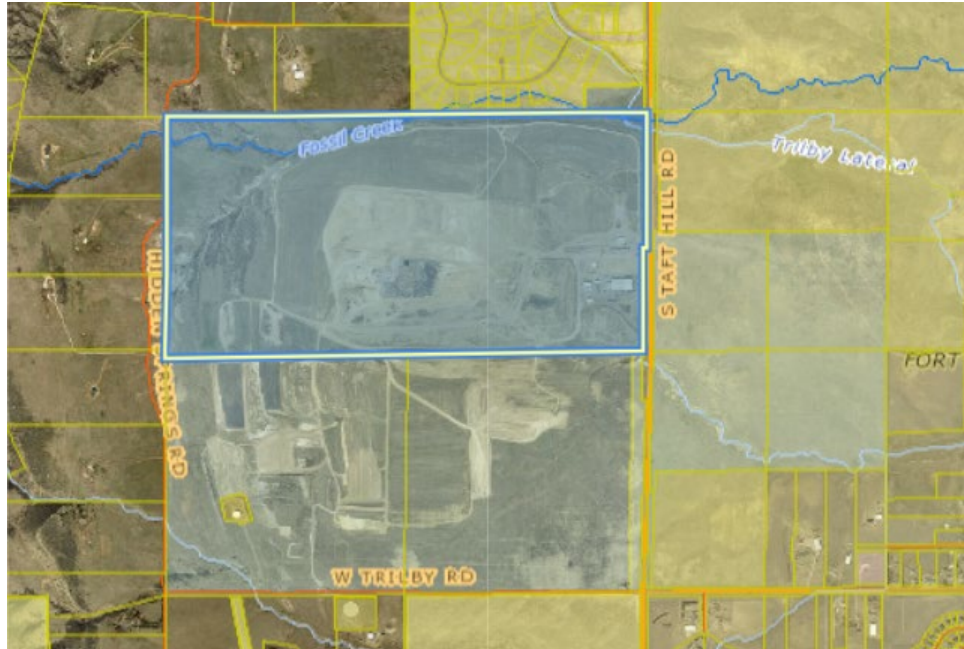
PROJECT MANAGER	M. ROHR
CIVIL DESIGNER	CIVIL B. LEARCH
DRAWN BY	M. AUSTIN
PROJECT NUMBER	000010157567





4.	<u>TITLE:</u>	Larimer County Yard Composting Location and Extent
	<u>REQUEST:</u>	Location and Extent review for Larimer County Solid Waste to construct a Yard Composting Facility on approximately 21-acres of the existing landfill site on S. Taft Hill Road.
	<u>LOCATION:</u>	5887 S. Taft Hill Rd. At the existing Landfill site, on the west side of S. Taft Hill Rd., Fort Collins, CO
	<u>APPLICANT:</u>	Larimer County Solid Waste Division Lou Perez, Interim Solid Waste Director 5887 S. Taft Hill Rd. Fort Collins, CO 80526
	<u>PROPERTY OWNERS:</u>	Larimer County, City of Fort Collins and City of Loveland
	<u>STAFF CONTACTS:</u>	Jenn Cram, AICP, Planning Steven Rothwell, Engineering Lea Schneider, Health
	<u>FILE #:</u>	20-ZONE2706
	<u>PLANNING COMMISSION:</u>	August 12, 2020
	<u>STAFF REPORT DATE:</u>	July 21, 2020
	<u>NOTICE GIVEN:</u>	Posting in the officially designated area of the Larimer County Courthouse Offices no less than twenty-four hours in advance of the hearing. First Class Mailing to surrounding property owners within 500 feet.

### Vicinity Map



#### PROJECT DESCRIPTION/BACKGROUND:

The purpose of Location and Extent review is to determine if a public use, structure, or utility proposed in unincorporated Larimer County conforms with the adopted Comprehensive Plan. Location and Extent review is required for public schools, public roads, public parks, trails and trailheads, public ways, grounds and spaces, public buildings and structures and utilities, whether public or privately owned. In this case, Location and Extent review is required because the proposed use includes a public facility for recycling that is part of a landfill operation.

The existing Larimer County Landfill located at S. Taft Hill Road is anticipated to reach capacity and close in late 2024. A new landfill is proposed northwest of the Town of Wellington. In 2018, the North Front Range Regional Wasteshed Coalition set out to identify options for the continued efficient, economical and environmentally responsible handling of waste generated in the Wasteshed. The Solid Waste Infrastructure Master Plan (SWIMP) was adopted in December of 2018. A Yard Composting facility was identified in that plan to divert organic material from going into the new landfill. The Larimer County Solid Waste Division is proposing to construct a new Yard Composting facility at the existing Landfill site as part of that plan.



The Yard Composting facility is proposed to be constructed in the northeast corner of the existing Larimer County Landfill site in an area that has been used for borrow soil for landfill cover. The property is owned by Larimer County, the City of Fort Collins and the City of Loveland. It is just outside of the incorporated limits of the City of Fort Collins and is in the Fort Collins-Loveland Corridor Area.

The Yard Composting facility has been designed in accordance with the Solid Waste Infrastructure Master Plan (SWIMP). The composting operation will process material using open aerated windrows. Yard waste will be transported to the facility in bulk. Once received, it will be ground and placed into the open windrows on an asphalt composting pad. The windrows will be positioned in long rows on the composting pad that are approximately 14-foot wide and 8-foot tall. A photo of what this might look like is attached as Exhibit C. With the addition of oxygen and water, the yard waste will be biodegraded into stabilized, finished compost over the course of 2 to 4 months. It will then be screened for residual contamination and hauled to a distribution site.

The Yard Composting facility will operate Monday through Saturday from 7:30 am to 4:40 pm. There are 5 employees needed for the operation. A private contractor will market the finished compost for sale. It is expected that the compost will be sold to consumers within Larimer County creating a sustainable cycle that diverts organic waste from the landfill and creates nutrient-dense organic material for reuse in the community.

Existing water and electric lines in the southeast corner of the site that serve the existing landfill will be utilized for the Composting facility. It is anticipated that these will be adequate for the composting operation. There is an existing fire hydrant for fire protection as needed. The existing sewage system will also be retained and utilized. The existing access to the landfill will also be used with the addition of a new asphalt access road. No additional buildings are proposed as part of the composting facility.

This Location and Extent review is for the proposed Yard Composting project only. Food Composting is also proposed as part of the Solid Waste Infrastructure Master Plan to reduce material going into the new landfill. If and when the County proceeds with that facility, it will require Location and Extent review as well.

The Location and Extent process is different from other county review processes. It requires the Larimer County Planning Commission to review a proposal within 30 days, and is limited to conformity with the Comprehensive Plan. It is not a review of Land Use Code standards.

If the Location and Extent Review is approved, the applicant shall apply for Technical Review with Larimer County for review and approval prior to any construction. The Technical Review will include a review and analysis of all site improvements which will include addressing Engineering and Health and Environment Department comments regarding drainage, traffic, etc. The applicant will also be required to apply for and receive approval of all applicable permits.

## REVIEW CRITERIA:

To approve a Location and Extent application, the Larimer County Planning Commission must find that the proposal is consistent with the Larimer County Comprehensive Plan, based on consideration of relevant Comprehensive Plan principles, maps and elements.

The Comprehensive Plan serves as a policy document to guide development standards in Larimer County. It includes ten Plan Themes that inform six areas for Policy. The Policy Framework and Framework Map includes Community, Economy, Health and Social, Housing, Infrastructure and Watersheds & Natural Resources, each with their own Principles and recommended Policies. The Comprehensive Plan also references Foundational Plans that have helped to build upon community and data driven efforts. Partnering for Change: The Larimer County Solid Waste Infrastructure Master Plan is noted as a Foundational Plan within the Comprehensive Plan.

Both the Solid Waste Infrastructure Master Plan and the Comprehensive Plan included diverse opportunities for public participation and were adopted through the public hearing process.

### **A Plan for the Region Between Fort Collins and Loveland, Adopted 1995:**

This plan was adopted prior to both the Solid Waste Infrastructure Master Plan and the Larimer County Comprehensive Plan. The plan recommends that the existing landfill transition to open space/recreation after closure.

### **Solid Waste Infrastructure Master Plan, Adopted 2018:**

The North Front Range Regional Wasteshed Coalition completed the Solid Waste Infrastructure Master Plan (SWIMP) which recommended potential infrastructure options for implementation. The SWIMP was approved and adopted by Larimer County in December 2018, which includes the recommended infrastructure option of the construction of a Yard Composting facility to divert organic material from going into the new landfill.

Section 3.5.2, Volume I – Geographic Location Considerations - Figure 3-4 (p. 34), shows the proposed location of the Yard Composting Facility.

Section 4.1.1, Volume I – Solid Waste Infrastructure Master Plan (p. 55) The Yard Composting Facility was a Tier 1 recommendation to be approved as one of the facilities to be placed in-service in the Wasteshed prior to the closure of the existing Larimer County Landfill.

### **Larimer County Comprehensive Plan, Adopted 2019:**

Chapter 2 – Vision, The Mission Statement: *Larimer County upholds and advances the community's health, safety, well-being, and quality of life.* (p.16)

Plan Themes – #10 – Infrastructure Management, ensuring that adequate public and/or private facilities and services are provided and maintained concurrent with Development. (p. 20)

### Chapter 3 – Policy Framework – Infrastructure

#15 – Solid Waste Management, *Implement options for the continued efficient, economical, and environmentally responsible handling of waste generated in the Larimer County Wasteshed. 5.1 - Establish a comprehensive, regional solid waste, recycling and composting management system that is implemented in an economically, environmentally, and socially sustainable manner. 5.2 – Implement waste management programs and facilities that reflect the needs and desires of users. 5.3 – Develop a set of waste diversion/reduction/reuse goals that are adopted by and implemented with all jurisdictions in the Wasteshed.* (p. 43)

Chapter 3 – Framework Map and Categories, notes that certain industrial uses should be located where existing facilities are or strategically located to allow for expansion of and future development along highways and/or arterial roads. (p. 55)

### CONCERNS AND ISSUES/REFERRAL COMMENTS:

Location & Extent applications do not require public notice to surrounding property owners. Since the proposal is a Larimer County project and is on public land, the Larimer County Yard Composting facility was publicly noticed to surrounding property owners within 500 feet of the property. As of the date of drafting the staff report no comments had been received from surrounding property owners.

The application was referred to the following agencies noted below. As of the date of drafting the staff report no comments had been received from referral agencies.

#### Referral Agencies:

Larimer County Engineering  
Larimer County Health and Environment  
City of Fort Collins  
City of Loveland  
Poudre Fire Authority

Staff will be prepared to give a verbal update on any neighbor or referral agency comments at the August 12 Planning Commission meeting.

### SUMMARY & CONCLUSIONS:

The applicant has provided information with respect to this proposal, of which does not reveal any significant issues or conflicts. The Larimer County Comprehensive Plan notes the Larimer County Solid Waste Infrastructure Master Plan (SWIMP) as a Foundational Plan. As referenced above, the proposed Yard Composting facility is consistent with the SWIMP and the Larimer County Comprehensive Plan by implementing a waste

management plan that is economically, environmentally and socially sustainable. Thus, supporting the health, safety and well-being for Larimer County residents.

As long as the proposed Yard Composting facility is constructed per the recommendations of the Solid Waste Infrastructure Master Plan along with any State, County and local regulations, Staff finds that this proposal is consistent with the intent and purpose of the Larimer County Comprehensive Plan.

#### DEVELOPMENT SERVICES TEAM FINDINGS:

The Development Services Team finds that this proposal, which includes a Yard Composting facility, is consistent with the Solid Waste Infrastructure Master Plan and the Larimer County Comprehensive Plan as noted above. A condition of approval has been included to require that site design consider the recommendations of the Plan for The Region Between Fort Collins and Loveland. The site design and construction plans will be reviewed with the next process which is Technical Review. Technical Review will be required prior to any construction at the site.

#### DEVELOPMENT SERVICES TEAM RECOMMENDATION:

The Development Services Team recommends Approval of the Larimer County Yard Composting Facility Location and Extent, File #20-ZONE2706, subject to the following conditions:

1. Technical Review and approval is required prior to any construction at the site and prior to applying for building permits.
2. The site design shall consider recommendations within the Plan for the Region between Fort Collins and Loveland.
3. The applicant shall obtain all applicable construction permits to construct the use at this site.

#### ATTACHMENTS:

- A. Applicant's Project Description
- B. Vicinity Map
- C. Exhibits
- D. Photo of Example Compost Windrow

ATTACHMENT  
A



**Project Description**  
**Location and Extent Review Application**  
**Larimer County Composting Facility**  
**7/13/2020**

This project description has been prepared by Burns and McDonnell Engineering Company, Inc. on behalf of the Larimer County Solid Waste Department to accompany the Location and Extent application submittal for the proposed Larimer County Composting Facility. It has been organized into three sections (Sections A, B, and C) to coincide with the sections of the project description indicated on the Location and Extent Review submittal requirements checklist. Section A provides a general description of the proposed project, Section B discusses how the project is consistent with the Larimer County Comprehensive Master Plan, and Section C describes the existing and proposed utilities serving the project.

**SECTION A – GENERAL PROJECT DESCRIPTION**

The Larimer County Landfill began solid waste operations in the 1960's. It serves the cities of Fort Collins, Loveland, and Estes Park. The landfill is expected to reach capacity and close around 2025. In anticipation of the imminent closure of the landfill, a Solid Waste Infrastructure Master Plan (SWIMP) was prepared by HDR in 2018 and adopted into the Master Plan for Larimer County. It describes the future of waste management in the county and various resource recovery methods. The SWIMP places emphasis on economic, environmental, and social sustainability. Yard waste composting is classified in the SWIMP as a high priority infrastructure upgrade. The proposed project is to implement a new composting facility in response to the need for sustainable solid waste management infrastructure as identified in the SWIMP. Once a yard waste composting facility is established at the existing Larimer County Landfill, other sustainable waste management initiatives may follow. The County's goal is to begin yard waste composting operations in June 2021. Construction of the facility is planned to begin in the fall of 2020.

The Larimer County Composting Facility will be located at the existing landfill site at 5887 S. Taft Hill Road, Fort Collins, Colorado. The composting facility will continue to operate at this site after the landfill is closed. A location map indicating the site's location and surrounding area land uses is also being submitted with this project description.



The project site has been used as a borrow soil area for landfill cover. It is approximately 21 acres in size and is bounded by Phase 1 of the landfill to the north and by Phases 2, 5A, and 5B of the landfill to the west. The existing landfill access road and Phase 5E borders the site to the south. To the east, the site is bordered and screened by a 16-foot tall berm that has existing vegetation and trees. The site is not visible from S. Taft Hill Road, which is on the other side of the berm.

The composting operation will process material using open aerated windrows. Yard waste will be transported to the facility in bulk after being collected from the cities of Loveland and Fort Collins. It will be received, grinded, then placed into open windrows on the asphalt composting pad. The windrows will be long rows of composting material approximately 14 feet wide and eight feet tall. With the addition of oxygen and water, the yard waste will be biodegraded into stabilized, finished compost over the course of two to four months. It will then be screened for residual contamination and hauled off to a distribution site. A private operator will be procured to operate the composting facility and market the finished compost. It is expected that the compost will be sold primarily to consumers within Larimer County, creating a sustainable cycle that diverts organic waste from the landfill, introduces nutrient-dense organic material to the soil, and creates access to permanent new jobs with full benefits. This project is expected to create 10.5 new full-time equivalent positions.

## **SECTION B – LARIMER COUNTY MASTER PLAN**

This project seeks to provide Larimer County with a facility that is able to convert otherwise landfilled organic materials into compost that can be sold and used within the community. It is beneficial for the County because it could eventually divert up to 100,000 tons of organic material from the landfill annually, promoting overall sustainability within the community, creating jobs, and reducing greenhouse gas emissions.

The Larimer County Comprehensive Master Plan (last updated in 2019) expresses in its “Solid Waste Management Infrastructure Principles and Policies” section of Chapter Three that it seeks to “Implement options for the continued efficient, economical, and environmentally responsible handling of waste generated in the Larimer County Wasteshed”. Principles and Policies Number 5.1 states “Establish a comprehensive, regional solid waste, recycling, and composting management system that is implemented in an economically, environmentally, and socially sustainable manner.” This planned composting project is the first step towards implementing a composting system in the County that will divert organic waste from the landfill. This project is consistent with the goals of the Larimer County Master Plan and a crucial



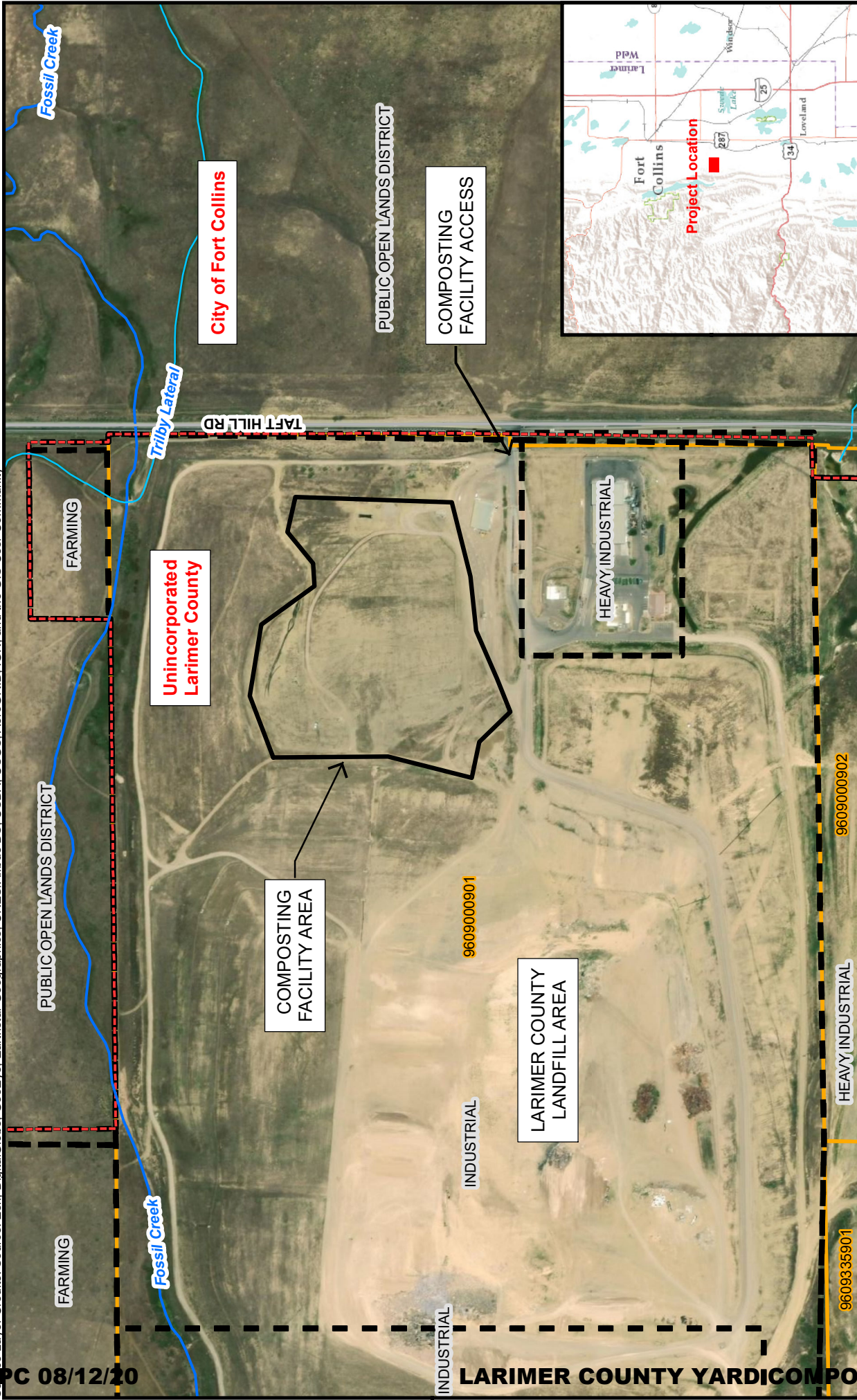
stepping stone towards a more sustainable regional watershed. Once the composting facility is operational, a community education program will be implemented to help educate and inform the public about the new composting initiative. This is aligned with the Master Plan’s statement to “consistently inform and educate the public about waste management (i.e., rethink, refuse, reuse, recycle) programs and practices throughout the watershed”.

### **SECTION C – UTILITIES**

Existing site utilities include electrical and water lines along the southeastern corner of the site. Existing electrical lines power the landfill scales and existing maintenance building. These structures and electrical lines will be retained for use in composting facility operations. An existing electrical line traverses the project site from Taft Hill Road to an existing transformer, which is connected to the landfill gas flare. Landfill gas piping from the closed landfill areas also are connected to the flare. This flare burns off the combustible landfill gas generated from these closed landfill areas. The flare and 0.6 acres of area around the flare are privately leased and will not be disturbed by the composting operation. Existing water lines serve the maintenance building and fire hydrant to the eastern edge of the site. It is expected that these water utilities will be sufficient for composting operations and personnel. The existing fire hydrant will also provide fire protection if needed. The existing sewage system for the landfill will be utilized for the composting facility. Facility access will be provided through use of the existing landfill entrance. Additional access to the composting area will be provided through the construction of a new asphalt access road that will circumvent the composting area. This new access road will be used for feedstock deliveries and finished compost off-site hauling, as well as for fire protection access to the site. The yard waste composting facility project will not require the construction of new buildings or utilities at the site. All existing utilities and facilities will provide adequate service for the composting operation.



ATTACHMENT  
B



**102**

LOCATION MAP

LARIMER COUNTY  
COMPOSTING FACILITY

LARIMER COUNTY,  
COLORADO

Scale in Feet

1 in = 500 ft

500 0 500

NORTH

**INDUSTRIAL** Zoning Classification

**9609335901** Zoning

**9609000902** Parcel Number

Major Road

Major Rivers and Streams

Rivers and Streams

Composting Facility

City Limits

Tax Parcel

INDUSTRIAL Zoning Classification

ATTACHMENT  
C

CONCEPTUAL DESIGN  
NOT FOR CONSTRUCTION



# Larimer County Landfill Yard and Food Waste Compost Facility Larimer County, Colorado

November 2019  
BMcD Project No. 116451  
Contract No. BM-19-01

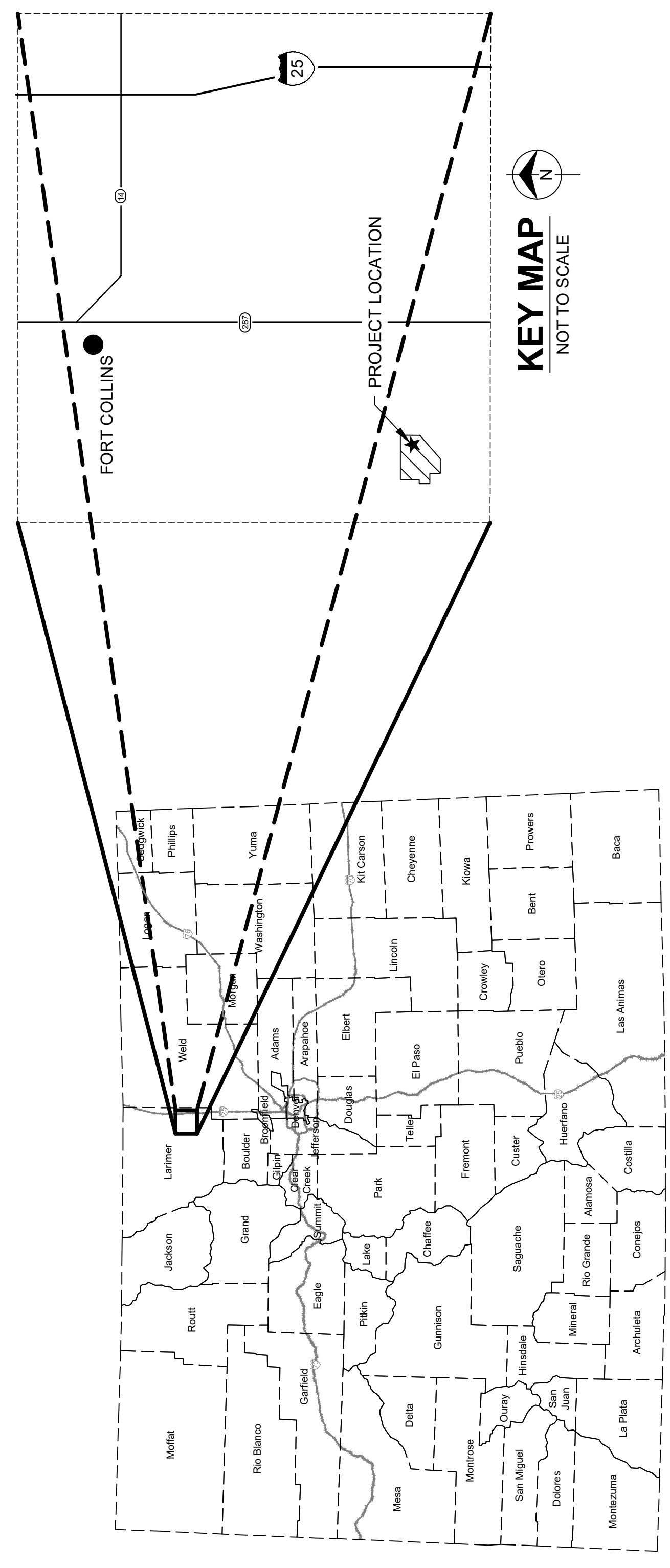
## List of Drawings

### GENERAL DRAWINGS

DWG. NO.	TITLE
G1001	COVER AND ABBREVIATIONS

### CIVIL DRAWINGS

DWG. NO.	TITLE
CS101	EXISTING SITE CONDITIONS
C1101	DESIGN CONDITIONS PHASE 1



COLORADO COUNTY MAP  
NOT TO SCALE

KEY MAP  
NOT TO SCALE

no.	date	by	ckd	description
A	11/01	BE	BC	CONCEPT DESIGN



# COVER & INDEX

no.	date	by	chkd	description
A	11/01	BE	BC	CONCEPT DESIGN

**GENERAL NOTES:**

1. BASIS OF ELEVATIONS: VERTICAL CONTROL WAS ESTABLISHED FROM LARIMER COUNTY GEODETIC CONTROL GPS AZARI 97 HAVING A PUBLISHED ORTHO ELEVATION OF 5137.8' (NAVD 88).
2. WHERE NEW WORK MEETS EXISTING FEATURES TO REMAIN, FIELD CHECK ALL DIMENSIONS AND ELEVATIONS BEFORE PROCEEDING WITH CONSTRUCTION. NOTIFY LARIMER COUNTY IMMEDIATELY OF ANY DISCREPANCIES IN WRITING.
3. ALL APPLICABLE PROVISIONS OF THE CURRENT OCCUPATIONAL SAFETY AND HEALTH ACT ARE HEREIN INCORPORATED BY REFERENCE.
4. ALL WORK SHALL BE COMPLETED TO THE LINES, SLOPES AND GRADES INDICATED IN THESE DRAWINGS.
5. ALL MONITORING WELLS, FENCES, AND UTILITIES NOT BEING ABANDONED SHALL BE PROTECTED AT ALL TIMES BY CONTRACTOR. ANY DAMAGE TO THESE STRUCTURES SHALL BE REPAIRED AT CONTRACTOR'S SOLE EXPENSE. ALL SUCH DAMAGE SHALL BE PROMPTLY REPORTED TO OWNER AND ENGINEER.
6. PROVIDE SMOOTH VERTICAL CURVES THROUGH HIGH AND LOW POINTS. PROVIDE UNIFORM SLOPES BETWEEN NEW AND EXISTING GRADES. AVOID RIDGES AND DEPRESSIONS NOT CALLED FOR ON DRAWINGS.
7. ALL CONSTRUCTION ACTIVITIES MUST COMPLY WITH THE CERTIFICATION TO DISCHARGE UNDER THE COLORADO DISCHARGE PERMIT SYSTEM FOR STORMWATER ASSOCIATED WITH NON-EXTRACTIVE INDUSTRIAL ACTIVITY ISSUED BY THE COPHE WATER QUALITY CONTROL DIVISION AND ASSOCIATED SITE STORMWATER MANAGEMENT PLAN. UNVEGETATED POST-CONSTRUCTION AREAS SHALL HAVE TEMPORARY BMPS INSTALLED TO PREVENT EROSION AND SEDIMENTATION AS NECESSARY.
8. ANY AREA WITHIN THE RIGHT-OF-WAY (ROW) OR OUTSIDE THE PROPERTY LINE (WHERE PERMITTED) USED BY THE CONTRACTORS SHALL BE RETURNED TO THE CONDITION AS IT WAS FOUND PRIOR TO NEW CONSTRUCTION, EXCEPT WHERE NEW WORK IS SHOWN. ALL PUBLIC ROW AREAS DISTURBED DURING CONSTRUCTION SHALL BE RESTORED TO THEIR ORIGINAL CONDITION.
9. ALL EXISTING TOPOGRAPHY, UTILITIES, STRUCTURES, AND ASSOCIATED FACILITIES SHOWN ON THESE DRAWINGS HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS. THEREFORE, THEIR LOCATIONS AND ELEVATIONS MUST BE CONSIDERED APPROXIMATE ONLY. THERE MAY BE OTHER FACILITIES EXISTING WHICH ARE NOT PRESENTLY KNOWN. CONTRACTOR IS TO VERIFY ALL EXISTING STRUCTURES AND FACILITIES AND NOTIFY LARIMER COUNTY OF ANY DISCREPANCIES PRIOR TO STARTING WORK.
10. AS-BUILT SURVEYING SHALL BE PERFORMED UNDER THE RESPONSIBLE CHARGE OF A COLORADO REGISTERED PROFESSIONAL LAND SURVEYOR (PLS) USING GEOREFERENCED DESIGN DATA.
11. COA SHALL BE PERFORMED IN ACCORDANCE WITH THE PROJECT COA PLAN. CONTRACTOR SHALL FAMILIARIZE ITSELF WITH THE COA PLAN AND ACCOMMODATE ALL COA ACTIVITIES AT NO ADDITIONAL CHARGE TO LARIMER COUNTY.

ABBREVIATIONS	LEGEND
AC ACRE	--- LANDFILL LIMITS
COA CONSTRUCTION QUALITY ASSURANCE	--- LANDFILL PHASE BOUNDARY
BMGD BURNS & MCDONNELL	--- 2019 SURVEY BOUNDARY
CM CENTIMETER	--- EXISTING EASEMENT
DWG DRAWING	--- EXISTING PAVED ROAD
EX. EXISTING	--- EXISTING EDGE OF GRAVEL
HDPE HIGH-DENSITY POLYETHYLENE	--- EXISTING 2' CONTOUR
IN. INCH	--- EXISTING 10' CONTOUR
K HYDRAULIC CONDUCTIVITY	--- EXISTING WATER LINE
LFG LANDFILL GAS	--- EXISTING UNDERGROUND ELECTRICAL
MIL 1/1,000-INCH	--- EXISTING GAS LINE
MIN MINIMUM	--- EXISTING TELEPHONE LINE
N NORTH / NORTHING	--- EXISTING OVERHEAD ELECTRICAL
NO. NUMBER	--- EXISTING FENCE
OZ OUNCE	--- EXISTING SLOPE DRAIN
S SOUTH	--- EXISTING CULVERT
SEC SECOND	--- EXISTING BUILDING
TYP. TYPICAL	--- EXISTING SIGN
W/ WITH	--- EXISTING LIGHT POLE
YD YARD	--- EXISTING FIRE HYDRANT
	--- EXISTING VALVE
	--- EXISTING INLET STRUCTURE



**BURNS MCDONNELL**  
 9785 Maroon Circle, Suite 400  
 Centennial, CO 80112  
 303-721-9292

date: NOVEMBER 2019  
 designed: S FOREMAN  
 detailed: S FOREMAN  
 checked: B COLEMAN

**LARIMER COUNTY**  
 LARIMER COUNTY, COLORADO  
 LARIMER COUNTY LANDFILL  
 YARD AND FOOD WASTE COMPOST FACILITY

project: 116451 contract: BM-19-01  
 drawing: **GI001** rev. **A**  
 sheet: 2 of 7 sheets  
 file: 116451G1001NOTE.DWG

**SECTION, DETAIL, AND ELEVATION IDENTIFICATION SYSTEM**

ONE OR TWO CHARACTER DISCIPLINE DESIGNATOR (MAY NOT BE PRESENT IF CALLOUT AND TITLE ARE ON DRAWINGS WITHIN THE SAME DISCIPLINE)

LETTER OR NUMBER DESIGNATOR

DRAWING SEQUENCE NUMBER INDICATES WHERE TITLE IS LOCATED (MAY NOT BE PRESENT IF CALLOUT AND TITLE ARE ON THE SAME DRAWING)

**SECTION, DETAIL, AND ELEVATION SYMBOL IDENTIFIERS**

**SECTION CALLOUT EXAMPLE**

**DETAIL CALLOUT EXAMPLE**

**ELEVATION CALLOUT EXAMPLE**

THE WORD "SECTION" MAY BE REPLACED WITH "ELEVATION" OR "DETAIL"

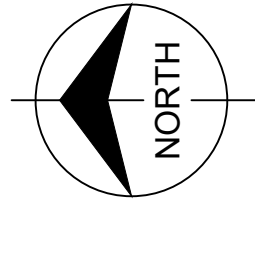
SECTION, DETAIL, OR ELEVATION TITLE EXAMPLE

no.	date	by	chkd	description
A	11/01	BE	BC	CONCEPT DESIGN

CONTROL POINT LOCATIONS			
CONTROL POINT	NORTHING	EASTING	ELEVATION
CP-3008	14943.316	13895.988	5132.84
CP-3002	14890.291	14982.694	5133.87
CP-2003	14035.218	15119.556	5117.54
CP-2005	13962.762	15617.285	5108.39



- NOTES:
- CONTOURS BASED ON DRONE MAPPING PERFORMED BY BLUE RIDGE SERVICES ON MARCH 17, 2017. CONTOURS ARE SHOWN AT AN INTERVAL OF 2 FEET. SITE FEATURES BASED ON DRONE MAPPING PERFORMED BY BLUE RIDGE SERVICES ON MARCH 17, 2017 WITH SUPPLEMENTAL SURVEY INFORMATION PROVIDED BY LARIMER COUNTY.
  - 2019 AS PART OF PHASE 5A CLOSURE PROVIDED BY LARIMER COUNTY. DATA PROVIDED FOR INFORMATION ONLY. CONTRACTOR SHALL FIELD VERIFY ALL FEATURES SHOWN ON THIS DRAWING.
  - COORDINATE SYSTEM FOR THE SITE IS ARBITRARY, X-Y, U.S. SURVEY FEET.



**BURNS  
MCDONNELL**  
9785 Maroon Circle, Suite 400  
Centennial, CO 80112  
303-721-9292

date	NOVEMBER 2019	designed	T SCHMIDT	detailed	B ELDER
checked				checked	B COLEMAN



LARIMER COUNTY, COLORADO  
LARIMER COUNTY LANDFILL  
YARD AND FOOD WASTE COMPOST FACILITY

project	116451	contract	BM-19-01
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drawing	CS101	rev.	A
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PHASE 5E AREA

PHASE 5B AREA

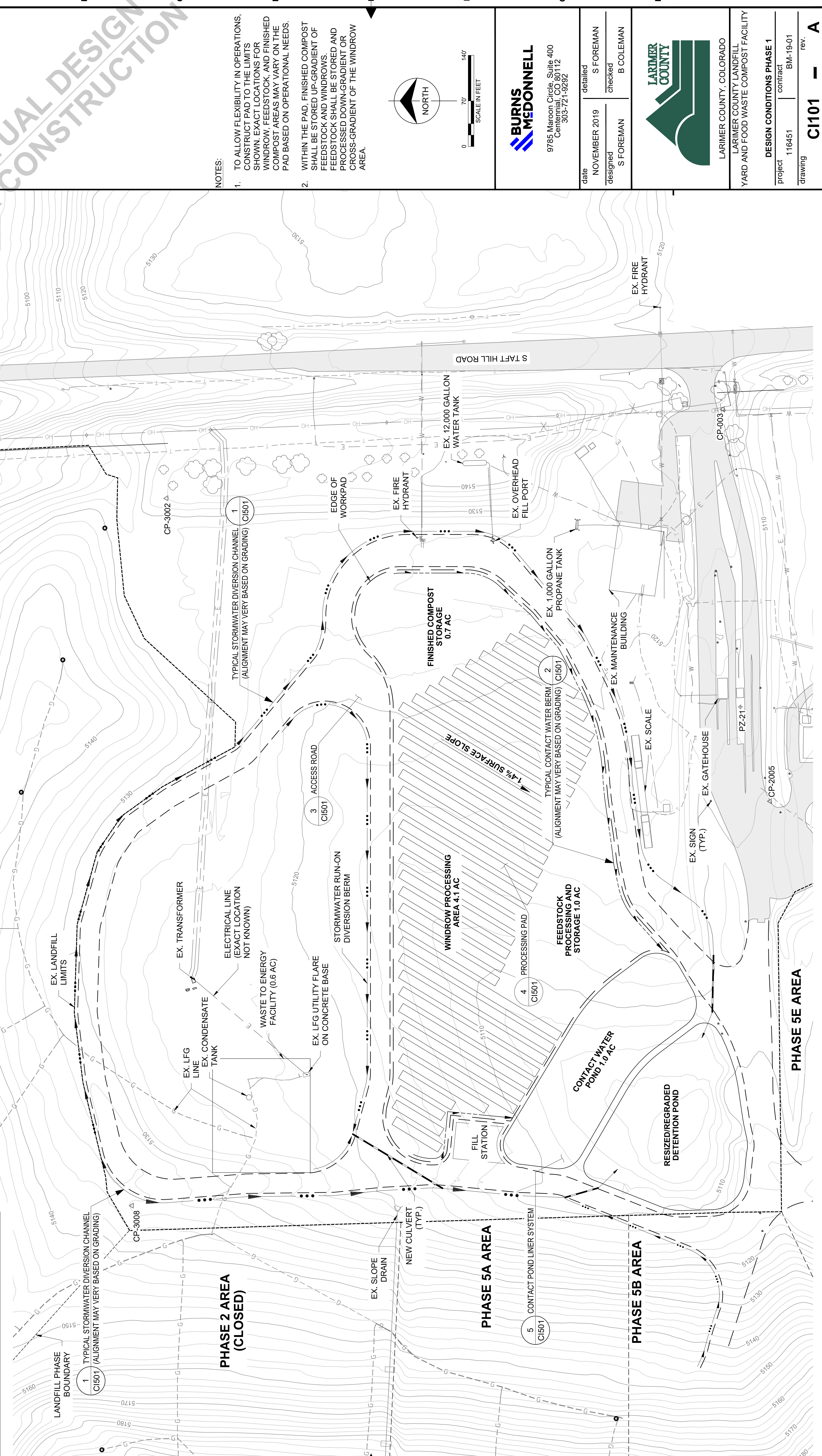
PC 08/12/20

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no.	date	by	ckd	description
A	11/01	BE	BC	CONCEPT DESIGN

PHASE 1 ANNUAL TONNAGES		
FEEDSTOCK TYPE	TONNAGE	TONNAGE
YARD WASTE	26,000	
FOOD WASTE	--	

DESIGN CONDITIONS PHASE 1	
project	116451
contract	BM-19-01
drawing	C1101
rev.	A



ATTACHMENT  
D



