



GENERAL APPLICATION FORM

Edited 9/25/18

Project Name: FLETES PLASTERING Existing Zone: PIP-2 Acreage: 3.97

Site Address: 208 TROY HILL RD. Direction from Nearest Street Intersection: SW CORNER - TROY HILL & BISON

Tax Schedule Number(s): 6413000039

TYPE OF PLAN(S) - Check all that apply. Note: MJ=Major Amendment; MN=Minor Amendment; MM=Minor Modification

- 2020 Land Use Map Amendment
Administrative Relief
Amendment to Plat Restriction
Annexation
Building Permit to Unplatted Land
Building Permit Prior to Platting
CMRS No.
Concept Plan
Conditional Use
Coordinated Sign Plan (CSP)
Development Agreement
Development Plan
Historic Preservation
Landscape Plan
Master Plan
Nonuse Variance
Preservation Easement Adjustment
Property Boundary Adjustment
PUD Concept Plan
PUD Development Plan
PUD Zone Change
Street Name Change
Subdivision Plat
Subdivision Waiver
Use Variance
Vacation of Plat
Waiver of Replat
Zone Change; Proposed Zone:
FBZ Development Plan
FBZ Conditional Use
FBZ Interim Use Plan
FBZ Minor Improvement Plan
FBZ Warrant

PROPERTY OWNER AND/OR APPLICANT/CONSULTANT ACKNOWLEDGEMENT OF RESPONSIBILITIES:

The signature(s) hereby certify that the statements made by myself and constituting part of this application are true and correct. I am fully aware that any misrepresentation of any information on this application may be grounds for denial of this application.

Signature of Property Owner: Cesar F Date: 11-02-2020 Signature of Consultant: John P. Nelson Date: 11/30/20

Signature of Developer: Date:

APPLICANT CONTACT INFORMATION (please print or type)

Property Owner: CESAR FLETES Contact Name: CESAR FLETES
E-Mail: CESAR@FLETESPLASTERING-NET Phone: 282-9503
Developer: (SAME) Contact Name:
E-Mail: Phone:
Consultant/Main Contact name: JOHN P. NELSON ASSOC Phone: 632-3384
Address: 1626 E. PIKES PEAK City: COLO-SPRINGS, CO
State: CU Zip Code: 80909 E-Mail: JOHN@JPNARCH.COM

PLANNER AUTHORIZATION: (CITY USE ONLY)

Checklists Distribution Form Project Blurbs E-mail to Admin. Initial Review Level: AR CPC DRB HP

Payment \$ 5,430 Assigned to: Tasha Braekken Date: 11/13/2020
Receipt No.: 38438 City File No.: AR DP 20-00731



# DEVELOPMENT PLAN, CONDITIONAL USE AND USE VARIANCE SUBMITTAL CHECKLIST

**SUBMITTAL CHECKLIST:** This checklist is intended to assist in preparing a complete plan that will address all City development standards, requirements, and review criteria. The following information must be included with the plan submittal. If justified, the City may exempt any requirement. *The Land Use Review Division may require additional information in accordance with City Code section 7.5.202.B.*

Applicant

- |  |                          |
|--|--------------------------|
| <input checked="" type="checkbox"/> <b>General Development Application Form</b>  | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> 1 copy of a <b>Project Statement</b> containing the following information:   | <input type="checkbox"/> |
| 1. Description: Describe the project and/or land uses proposed;  |                          |
| 2. Justification: Justify the approval of the project and address the review criteria listed at the end of this checklist; &                               |                          |
| 3. Issues: Explain how the issues identified during the pre-application process have been addressed or mitigated.  |                          |
| <input checked="" type="checkbox"/> 1 copy of a <b>Development Plan</b> showing all "Plan Contents" below  | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> <b>Mineral Estate Owner Notification Certification Affidavit</b> (Public Hearing Items ONLY)                           | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> All plans, documents, and reports uploaded to <b>Dropbox folder</b> (Planner to send folder invite link through email) | <input type="checkbox"/> |

**REPORTS & STUDIES:** (to be determined at the pre-application or LDTC meetings) *The reports and/or studies must be prepared by the appropriate qualified professional.*

- |  |                          |
|--|--------------------------|
| <input type="checkbox"/> 2 copies of a <b>Geologic Hazard Study</b> (EDRD & LUR)   | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> 2 copies of a <b>Drainage Study</b> (WRE)  | <input type="checkbox"/> |
| <input type="checkbox"/> 2 copies of a <b>Traffic Impact Analysis</b> (EDRD)   | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Submittal of the <b>Hydraulic Grade Line (HGL) Request Form</b> to Colorado Springs Utilities (CSU)<br>Email completed form and map to <a href="mailto:waterplanning@csu.org">waterplanning@csu.org</a> or fax to 719-668-5651 prior to application submittal. | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Submittal of the <b>Wastewater Facilities Master Report</b> to Colorado Springs Utilities (CSU)<br>Email completed form and map to <a href="mailto:wwmasterplansubmit@csu.org">wwmasterplansubmit@csu.org</a> prior to application submittal.                  | <input type="checkbox"/> |

**PLAN CONTENTS:** All plans should be neat, clear, legible and drawn to a standard Engineer's scale. Inaccurate, incomplete, and poorly drawn plans may be rejected. Plans must not exceed 24 in. x 36 in. and should be folded no larger than 9 in. x 14 in. with the lower right-hand corner exposed.

Each **Plan Sheet** should show the following information:

- |   |                          |
|---|--------------------------|
| <input checked="" type="checkbox"/> Development Plan name                           | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> City File Number                                | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Sheet number (i.e. 1 of X, 2 of X, etc.)        | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> North arrow                                     | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Scale, both written and graphic                 | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Space for City stamp in the bottom right corner | <input type="checkbox"/> |

Provide the following information on the **Cover Sheet**:

- |   |                          |
|---|--------------------------|
| <input checked="" type="checkbox"/> Vicinity Map  | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Sheet Index Map (for multiple sheets)               | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Project name and description                        | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Owner, Developer, and Applicant name                | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Date of preparation                                 | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Total development plan area in acres or square feet | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Legal description                                   | <input type="checkbox"/> |

**PLAN CONTENTS:** *continued from previous page*

**Applicant**

**Planner**

- Site address, if known
- Tax Schedule Number
- Name of master plan and City File Number (if applicable)
- Name of concept plan and City File Number (if applicable)
- FEMA floodplain statement including community map number and date. Indicate whether the site is or is not located within a designated floodplain.
- Proposed land uses and buildings with respective footprint and gross square footage and/or acreage
- Notes describing any existing or proposed easements permitting the use of property by others
- Parking information: Indicate the City Code formula used for the total number of parking spaces, the number of compact spaces, and the number of handicapped spaces both required and provided.
- Zone district and any applicable conditions of record with City Ordinance number
- Notes describing additional standards for specific uses (if applicable)
- Notes describing any approved variances which apply to the property, including City file number and approval date
- Notes describing the project's inclusion within a special district, improvement incorporation and/or its subjectivity to a development agreement (if applicable)
- Notes describing the use, ownership and maintenance of common areas, tracts, no-build and/or preservation areas and easements (if applicable)
- Geologic Hazard Study disclosure statement (if applicable): "This property is subject to the findings summary and conclusions of a Geologic Hazard Report prepared by \_\_\_\_\_ dated \_\_\_\_\_, which identified the following specific geologic hazard on the property: \_\_\_\_\_ . A copy of said report has been placed within file # \_\_\_\_\_ of the City of Colorado Springs Planning and Development Team. Contact the Planning and Development Team, 30 South Nevada Avenue, Suite 105, Colorado Springs, CO, if you would like to review said report."
- If within an airport overlay, the following note must be added: "An aviation easement effecting the subject property and development is therein established by the "*Subdivision Plat Name*" subdivision plat. This easement is subject to the terms and conditions as specified in the instrument recorded under reception no. 217069667 of the records of El Paso County, Colorado."
- Approximate schedule of development
- Public Facilities - A note shall be placed on the site plan making reference to the public facilities requirements for the installation and construction and/or contributions.
- PUD Projects: indicated the City ordinance number and approved land use types, maximum building heights and the intensity or density of development.
- Residential Projects: indicate the potential housing types and the number of lots and/or units, maximum density range, minimum lot area and width, minimum front, side and rear setbacks, maximum building height, and maximum lot coverage. Indicate the average lot size for DFOZ overlay and small lot PUD projects.
- Non-residential Projects: Indicate the potential land use types and approximate site area and building use, floor area, minimum lot area and width, minimum front, side and rear setbacks, building height and percent of lot coverage. Indicate the total percent of site covered with both structures and impervious surfaces.

The following categories explain the **graphic components** required. The information may be shown on multiple sheets.

**LAND USE:**

- City boundaries (when the development plan area is adjacent to a city boundary)
- Property boundaries and dimensions
- Existing and proposed lots and tract lines, with dimensions
- Existing and proposed land uses within the property boundaries. Include area, dimensions, and densities (if applicable).
- Existing and proposed zone district boundaries
- Existing and proposed public or private open space and common areas. Provide sizes and dimensions.

**PLAN CONTENTS:** *continued from previous page.*

Applicant

Planner

- Existing streams and other natural features as shown in the approved Land Suitability Analysis. Show preservation easements and/or protection areas.
- Existing historic sites and resources
- Existing and proposed topography at two-foot maximum contour intervals
- Show existing and proposed easements, indicating dimensions, use and maintenance information
- Location and dimensions of building and landscape setbacks and buffers
- Subdivision name labels for all lots adjacent to the site
- Show the locations of any water quality features

**STREETS & ALLEYS:**

- Existing and proposed streets, intersections, street names, classifications with the exact location and widths of right-of-ways and pavement types, curb types and other street improvements
- Identify all streets as "public" or "private"
- Show and label all access points to the property from adjacent streets and alleys
- Show and label all speed line of sight visibility areas at all street intersections
- All existing and proposed medians, traffic islands, traffic control devices, and roundabouts. Provide dimensions and size and identify maintenance responsibilities
- Show all existing and proposed acceleration and deceleration lanes, including dimensions, length and width
- Show any existing or proposed encroachments into the public right-of-way that require a Revocable Permit
- Provide typical cross-sections for all proposed streets and alleys

**SIDEWALKS & TRAILS:**

- Show all existing and proposed locations, dimensions and surface materials of all sidewalks, trail and bicycle pathways. Note the condition of these facilities.
- Show pedestrian ramps at all pedestrian crossings, at all intersections with reference made to City standard type
- Show any and all sidewalks connecting building entries to exterior and public sidewalks
- Show and label existing and proposed public improvement easements for sidewalks and pedestrian ramps outside of dedicated right-of-way areas
- For detached sidewalks, show the distance from the back of curb to the edge of sidewalk
- If applicable, show the size and location and provide a detail of bicycle storage/parking racks

**INTERNAL TRAFFIC CIRCULATION, DRIVEWAYS, AISLES, & FIRE LANES:**

- Provide location, grade, dimensions and pavement material for all access travel-ways including driveways, drive aisles, fire lanes, curb cuts, and intersections. Call out City standard details if within City right-of-way or easements.
- Show and label any access easements, existing or proposed
- Show the location and dimensions of all loading and maneuvering areas and stacking lanes. Provide pavement type, as well.
- Identify location and type of any curbs and/or sides of roadways and extents thereof to be marked as fire lane(s)
- For residential projects, indicate the minimum length of driveways from garage door to property line and to back of sidewalk
- Show any noise mitigation methods (i.e. sound barrier walls, etc.), if applicable

**PARKING LOTS, AREAS, & SPACES:**

- Location and dimensions of parking lots/areas and drive aisles. Indicate pavement material.
- Location and number of all regular, compact, and handicapped spaces and access aisles.
- Provide a typical or detail with dimensions of typical regular and compact parking spaces types

**PLAN CONTENTS:** *continued from previous pages*

**Applicant**

- |   |                                  |
|---|----------------------------------|
| <input checked="" type="checkbox"/> Provide a detail with dimensions of typical handicap parking spaces, side aisles, ramp design and location, and signage | Planner <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Indicate the type of curbs and provide details for the perimeter enclosure for parking areas and landscape islands      | <input type="checkbox"/>         |

**ADA SITE ACCESSIBILITY:**

- |  |                          |
|--|--------------------------|
| <input checked="" type="checkbox"/> Provide ADA accessible route from public right-of-way with clear identification of the corridor<br><i>(Note: 60% of all public entrances must meet the ADA Standards 206.4.1)</i>      | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Provide ADA accessible parking stalls (location and quantity with adjacent aisles and signage. Include clear identification of ADA route from stalls to designated ADA building entry) | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Provide ADA accessible ramps along all ADA accessible corridors  | <input type="checkbox"/> |

Provide ADA Design Professional Standards notes on plan, per below:

- |  |                          |
|--|--------------------------|
| <input checked="" type="checkbox"/> The parties responsible for this plan have familiarized themselves with all current accessibility criteria and specifications and the proposed plan reflects all site elements required by the applicable ADA design standards and guidelines as published by the United States Department of Justice. Approval of this plan by the City of Colorado Springs does not assure compliance with the ADA or any other Federal or State accessibility laws or any regulations or guidelines enacted or promulgated under or with respect to such laws. Sole responsibility for compliance with Federal and State accessibility laws lies with the property owner. | <input type="checkbox"/> |
|--|--------------------------|

**BUILDINGS & STRUCTURES:**

- |   |                          |
|---|--------------------------|
| <input checked="" type="checkbox"/> Indicate the use for all buildings  | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Show the exact location, dimensions, footprint, size and height of buildings  | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Show the exact distance to the closest property line(s)   | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Location and type for all freestanding and low-profile signs  | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Location, type, materials, size and height with detailed exhibits for all fences, retaining walls and sound barrier walls | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Location, type, materials, size and height with detailed exhibit for all trash enclosures                                 | <input type="checkbox"/> |

**BUILDING ELEVATION DRAWINGS:**

- |  |                          |
|--|--------------------------|
| <input checked="" type="checkbox"/> Show all sides of the building, indicating height, scale, design, materials, and colors. <i>Note: The purpose for reviewing building elevations during development plan review is to ensure compatibility between the proposed structures and the surrounding properties. It is understood that the proposed building design will evolve and may not be finalized until time of building permit. At that time, the City will review the elevations for substantial compliance. Major changes may be considered administratively.</i> | <input type="checkbox"/> |
|--|--------------------------|

**SITE LIGHTING:**

- |   |                          |
|---|--------------------------|
| <input checked="" type="checkbox"/> Location of all site exterior light fixtures including freestanding and those attached to a building if known (if attached to a building, show also on the elevation drawings)  | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Indicate the type of light (e.g. metal halide)  | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Ensure all lighting is full cut-off and provide a detail of each light with mounting or pole height details, wattage and lumens of each fixture   | <input type="checkbox"/> |
| <input type="checkbox"/> Show the type and location of existing and proposed street-lights, if this information is available  | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> A photometric plan may be required for certain uses that are adjacent to other less intensive uses, uses that are often extensively lit, such as gas canopies, convenience food stores, and auto sales. This plan will be required on a case by case basis, and the planner will notify the applicant as early in the process as possible | <input type="checkbox"/> |
| <input type="checkbox"/> If no exterior lights are proposed, then a note shall be added to specifically state that no site lighting will be provided for the project  | <input type="checkbox"/> |

**PHASING PLAN:**

- |  |                          |
|--|--------------------------|
| <input type="checkbox"/> Phase area boundaries and sequence  | <input type="checkbox"/> |
| <input type="checkbox"/> Provide phase timing and sequencing information for the construction of the project and the construction and installation of public utilities, facilities, and site improvements for each phase area. | <input type="checkbox"/> |
| <input type="checkbox"/> Show barriers at edges of each phase to prevent vehicles from entering and parking on unpaved areas (if applicable)   | <input type="checkbox"/> |

**ADDITIONAL PLAN COMPONENTS:**

Applicant

Applicant	Planner
<input checked="" type="checkbox"/> Preliminary Grading Plan	<input type="checkbox"/>
<input checked="" type="checkbox"/> Preliminary Utility and Public Facility Plan	<input type="checkbox"/>
<input checked="" type="checkbox"/> Preliminary or Final Landscape Plan	<input type="checkbox"/>
<input type="checkbox"/> Coordinated Sign Plan (CSP)	<input type="checkbox"/>
<input type="checkbox"/> Hillside or Streamside Compliance Plan	<input type="checkbox"/>
<input type="checkbox"/> Land Suitability Analysis	<input type="checkbox"/>

**DEVELOPMENT PLAN REVIEW CRITERIA:**

The City will review the development plan using the following criteria. A development plan shall be approved when the plan complies with all of the requirements of the zone district in which it is located, is consistent with the intent and purpose of the Zoning Code and is compatible with the land uses surrounding the site.

1. Will the project design be harmonious with the surrounding land uses and neighborhood?
2. Will the proposed land uses be compatible with the surrounding neighborhood? Will the proposed development overburden the capacities of existing streets, utilities, parks, schools and other public facilities?
3. Will the structures be located to minimize the impact of their use and bulk on adjacent properties?
4. Will landscaping, berms, fences and/or walls be provided to buffer the site from undesirable views, noise, lighting or other off-site negative influences and to buffer adjacent properties from the negative influences that may be created by the proposed development?
5. Will vehicular access from the project to the streets outside the project be combined, limited, located, designed and controlled to channel traffic to and from such areas conveniently and safely and in such a manner which minimizes traffic friction, noise and pollution and promotes free traffic flow without excessive interruption?
6. Will all the streets and drives provide logical, safe and convenient vehicular access to the facilities within the project?
7. Will streets and drives within the project area be connected to streets outside the project area in such a way that discourages their use by through traffic?
8. Will adequately sized parking areas be located throughout the project to provide safe and convenient access to specific facilities?
9. Will safe and convenient provision for the access and movement of handicapped persons and parking of vehicles for the handicapped be accommodated in the project design?
10. Will the design of streets, drives and parking areas within the project result in a minimum of area devoted to asphalt?
11. Will pedestrian walkways be functionally separated from vehicular traffic and landscaped to accomplish this? Will pedestrian walkways be designed and located in combination with other easements that are not used by motor vehicles?
12. Does the design encourage the preservation of significant natural features such as healthy vegetation, drainage channels, steep slopes and rock outcroppings? Are these significant natural features incorporated into the project design?

**CONDITIONAL USE REVIEW CRITERIA**

The Planning Commission may approve and/or modify a conditional use application in whole or in part, with or without conditions, only if all three (3) of the following findings are made:

- A. Surrounding Neighborhood: That the value and qualities of the neighborhood surrounding the conditional use are not substantially injured.
- B. Intent of Zoning Code: That the conditional use is consistent with the intent and purpose of this Zoning Code to promote public health, safety and general welfare.
- C. Comprehensive Plan: That the conditional use is consistent with the Comprehensive Plan of the City.

**USE VARIANCE REVIEW CRITERIA**

The following criteria must be met in order for a Use Variance to be granted:

1. That there are exceptional or extraordinary circumstances or conditions applicable to the property involved or to the intended use of the property that do not apply generally to the property or class of uses in the same zone so that a denial of the petition would result in undue property loss; and
2. That such variance is necessary for the preservation and enjoyment of a property right of the petitioner; and also,
3. That such variance will not be detrimental to the public welfare or convenience nor injurious to the property or improvements of other owners of property.

## **PROJECT STATEMENT: Fletes Plastering**

**DESCRIPTION:** The project involves the construction of a one story office/warehouse building containing 3400SF of office space on two levels and 10665SF of warehouse area, with related on-site parking and service access.

### **JUSTIFICATION:**

- 1 The proposed uses are an approved use in the existing PIP-2 zone and are consistent with other nearby uses.
- 2 The proposed use is consistent with other nearby uses and is compatible with the surrounding neighborhood.
- 3 The proposed structure is designed and sited to minimize visual impact on surrounding properties.
- 4 The landscaping has been designed to City standards to screen parking areas and to enhance the appearance of the project and surrounding area.
- 5 Vehicular access is designed to minimize traffic friction, noise and pollution and promotes free traffic flow without excessive interruption.
- 6 The streets and drives in the project will provide logical, safe and convenient vehicular access to the facilities within the project.
- 7 The streets and drives within the project will not encourage use by through traffic.
- 8 Adequately sized parking areas are located to provide safe and convenient access for employees and visitors.
- 9 Safe and convenient provision for access and movement by handicapped persons and parking for the handicapped has been provided.
- 10 The design of streets, drives and parking areas within the project have been designed to have a minimum area devoted to asphalt.
- 11 Pedestrian walkways will be separate from vehicular traffic.
- 12 There are no significant natural features on this site.
- 13 A geological hazards report is not required per Tasha Brackin.
- 14 A traffic study is not required per Zaker Alazzeah.

**ISSUES:** There were no specific issues noted in the pre-application meeting to be addressed.



# PRE-APPLICATION MEETING SUMMARY

Area: South Date: 7/1/2020

Pre-Application No.: TKB-20-059

Applicant(s) Present: John Nelson

Lot Size: 4 acres

Site Location: 208 Troy Hill

TSN: 6413000039

Project Description: Construct 10,000 s f industrial building

Zone: PIP-2 AO APZ1

**APPLICATION(S) REQUIRED:**  No application to the Planning Department required

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> 2020 Land Use Map Amendment  | <input type="checkbox"/> Development Agreement (PUD Zone)  | <input type="checkbox"/> Street Name Change   |
| <input type="checkbox"/> Administrative Relief  | <input checked="" type="checkbox"/> Development Plan <input checked="" type="radio"/> MJ <input type="radio"/> MN <input type="radio"/> MM | <input checked="" type="checkbox"/> Subdivision Plat <input type="radio"/> PP <input checked="" type="radio"/> FP <input type="radio"/> PFP |
| <input type="checkbox"/> Amendment to Plat Restriction  | <input type="checkbox"/> Historic Preservation Board   | <input type="checkbox"/> Subdivision Waiver <input type="radio"/> Design <input type="radio"/> Process                                      |
| <input type="checkbox"/> Annexation   | <input type="checkbox"/> Master Plan <input type="radio"/> MJ <input type="radio"/> MN <input type="radio"/> MM                            | <input type="checkbox"/> Use Variance <input type="radio"/> MJ <input type="radio"/> MN <input type="radio"/> MM                            |
| <input type="checkbox"/> Building Permit to Unplatted Land  | <input type="checkbox"/> Minor Improvement Plan  | <input type="checkbox"/> Vacation of Plat   |
| <input type="checkbox"/> CMRS No. <input type="checkbox"/>  | <input type="checkbox"/> Nonuse Variance / Warrant   | <input type="checkbox"/> Vacation of Public Right-of-Way  |
| <input type="checkbox"/> Concept Plan <input type="radio"/> MJ <input type="radio"/> MN <input type="radio"/> MM    | <input type="checkbox"/> Preservation Easement Adjustment  | <input type="checkbox"/> Waiver of Replat   |
| <input type="checkbox"/> Conditional Use <input type="radio"/> MJ <input type="radio"/> MN <input type="radio"/> MM | <input type="checkbox"/> Property Boundary Adjustment  | <input type="checkbox"/> Zone Change  |

Visit the Land Use Review Division website at [www.coloradosprings.gov/planninginfo](http://www.coloradosprings.gov/planninginfo) for application forms and checklists

MJ = Major Amendment, MN = Minor Amendment, and MM = Minor Modification

### NEIGHBORHOOD ORGANIZATION:

Neighborhood Association/Contact: \_\_\_\_\_  Neighborhood Meeting

### PUBLIC NOTIFICATION REQUIREMENTS:

Note: Applicant will be required to pay for postage at time of poster pick-up.

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Pre-Application Stage   | <input checked="" type="checkbox"/> Internal Review Stage  | <input type="checkbox"/> Public Hearing Stage                 |
| <input checked="" type="checkbox"/> Postcard   | <input checked="" type="checkbox"/> Poster                 | <input checked="" type="checkbox"/> No Public Notice Required |
| Buffer Distance: <input type="checkbox"/> 150 ft. <input type="checkbox"/> 500 ft. <input checked="" type="checkbox"/> 1,000 ft. | <input checked="" type="checkbox"/> Custom distance: _____ |   |

### ADDITIONAL STUDIES/MATERIALS TO BE SUBMITTED WITH APPLICATION:

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Geo-Hazard Report               | <input checked="" type="checkbox"/> Traffic Impact Analysis           | <input checked="" type="checkbox"/> Drainage Report |
| Contact: <u>Patrick Morris, 719-385-5075</u>             | Contact: <u>Zaker Alazzeah, 719-385-5468</u>                          | Contact: <u>Jonathan Scherer, 719-385-5546</u>      |
| <input checked="" type="checkbox"/> Hydraulic Grade Line | <input checked="" type="checkbox"/> Wastewater Master Facility Report | <input type="checkbox"/> Land Suitability Analysis  |
| <input checked="" type="checkbox"/> Elevation Drawings   | <input type="checkbox"/> Mineral Estate Owner Notification            | <input type="checkbox"/> Other: _____               |

**LDTC MEETING:**  Yes  No

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_

**COMMENTS:** (This is a preliminary listing of issues and attention items; additional issues will likely surface as the application proceeds through the review process):

- Constructing industrial building will require plat and major development plan; checklists of all submittal items are available on the city planning website (use link in email transmitting this summary)
- Stormwater detention required, contact Jonathan Scherer for details; traffic study may be requested, contact Zaker Allazeh
- The ROW for Bijou will need to be dedicated in an easement with this plan. A sidewalk will need to be installed along Troy Hill Road, show the sidewalk location on the plans. Contact Patrick Morris 385-5075 with City Engineering with questions.
- Landscape will be required along both Street frontages and internal to the site. The landscape setback is 10' adjacent to ROW.
- Any outdoor storage area must be screened with a 6' opaque fence. on all sides; Storage is not to exceed the fence height.
- Building setbacks are 25' front, 10'side, 25' rear; Consult zoning code for parking requirements based on square footage of building, including any office areas under separate parking category to calculate required number of paved spaces
- Enterprise zone information can be obtained from El Paso County website: <https://admin.elpasoco.com/economic-development/pikes-peak-enterprise-zone/>
- Contact your planner when ready to submit and we will use dropbox for electronic submittals and require a printed set delivered to the LUR office, Suite 701

NOTE: The above information is intended to assist in the preparation of an application. This sheet is not a complete list of submittal requirements. Refer to the Zoning and Subdivision Ordinances and the appropriate application checklists for further information and details.

This form and the information contained herein is valid for 6 months.

Fee Estimate: \$5,430.00

Number of Plans: one printed/one electronic to drop box

**Tasha Brackin, AICP**  
Senior Planner  
Land Use Review  
Planning & Community Development

30 S. Nevada Avenue, Suite 701 Phone: (719) 385-5369  
P.O. Box 1575, MC 155 Fax: (719) 385-5167  
Colorado Springs, CO 80901-1575 tbrackin@springsgov.com



[Return to Fee Calculator](#)

**City of Colorado Springs  
Planning Department  
Fee Receipt**

<u>Application</u>	<u>Department</u>	<u>Amount</u>	<u>Applicant</u>	<u>AnnexDisc</u>
Concept or Development Plan-Commercial-CSFire	CSFire	\$248.00		
Concept or Development Plan-Commercial-CSUtilities	CSUtilities	\$479.00		
Concept or Development Plan-Commercial-EDR	Engineering Development Review	\$1,128.00		
Concept or Development Plan-Commercial-EDR	Engineering Development Review	\$92.00		
LUR - Development Plan (New or Major Amendment)	Land Use Review	\$1,520.00		
LUR - Development Plan (New or Major Amendment)	Land Use Review	\$120.00		
LUR - Subdivision Plat	Land Use Review	\$120.00		
LUR - Subdivision Plat	Land Use Review	\$1,100.00		
Subdivision Plat-Commercial/PUD-CSUtilities	CSUtilities	\$111.00		
Subdivision Plat-Commercial/PUD-EDR	Engineering Development Review	\$12.00		
Subdivision Plat-Commercial/PUD-EDR	Engineering Development Review	\$475.00		
Tech Fee	IT-GIS	\$25.00		
<b>Total Fees</b>		<b>\$5,430.00</b>		

<b>Intake Staff:</b>	Tasha Brackin
<b>Date:</b>	11/13/2020
<b>Planner:</b>	Tasha Brackin
<b>Receipt Number:</b>	38438
<b>Check Number:</b>	006769
<b>Amount:</b>	\$5,430.00
<b>Received From:</b>	Fletes Plastering

**PLANNING & DEVELOPMENT DEPARTMENT**  
**Project Notification Information**

Date: November 13, 2020  
Planner: Tasha Brackin  
Planner email: [Tasha.Brackin@coloradosprings.gov](mailto:Tasha.Brackin@coloradosprings.gov)  
Planner phone number: (719) 385-5369  
Applicant Email: <john@jpnarch.com>  
Applicant Name: John Nelson  
TSN: 6413000039  
Site Address (to be used on postcard): 208 Troy Hill Road

**PROJECT:**

<input type="checkbox"/>	Pre-application Notice	<input checked="" type="checkbox"/>	Standard Notification
<input type="checkbox"/>	Pre-application Neighborhood Meeting Notice	<input type="checkbox"/>	Standard with Neighborhood Meeting Notice
<input type="checkbox"/>	No notice	<input type="checkbox"/>	Poster only

**PUBLIC NOTICE:**

150 feet    500 feet    1,000 feet    Modified (attach modified buffer)    No public notice

**PROJECT BLURB**

*Provide a project blurb for each application type, adjust language as needed. Note code sections where applicable for variances.727-751*

**Development Plan (new)**

Request by Cesar Fletes, with representation by John Nelson Associates, for approval of the Fletes Plastering Development Plan. If approved the proposed application would allow for the development of a new 12,390 square foot building for industrial and office space. The site is zoned PIP2 AO APZ1 (Planned Industrial Park with Airport Overlay and Accident Potential Zone 1), is 3.97 acres in size, and is located at 208 Troy Hill Road.

**Final Plat**

Request by Cesar Fletes, with representation by John Nelson Associates, for approval of the Fletes Subdivision. If approved the application would allow for the platting of the existing parcel into a lot to enable construction of a new industrial building. The site is zoned PIP2 AO APZ1 (Planned Industrial Park with Airport Overlay and Accident Potential Zone 1), is 3.97 acres in size, and is located at 208 Troy Hill Road.

**POSTCARD**

*Include 3-5 highlighted points to best describe the project.*

- This project proposes construction of a new 12,390 square foot industrial building.
- Platting of the property is proposed in order to create a legal lot.

**POSTER**

*Fill out applicable information below:*

**What type of project is proposed? (large bold letters on poster, approx. 35 characters):**

- Platting of property and construction of new 12,390 square foot industrial building.

## Planning and Development Distribution Form

Concept Plan, Conditional Use, **Development Plan**, PUD, PUP, Use Variance, and Major Amendments

**Directions:** Planners select at least one check box under each section to determine the application distribution.

Planner Intake Date: November 11/9/2020      Admin Receive Date: 11-16-20

Project Name: Fletes Plastering Development Plan (new)

**1. PUBLIC NOTICE:** (see Project Blurb to establish noticing parameters)

**2. Date buckslip comments are due (21 calendar days after submittal):** December 2, 2020

**3. HOA:** (Note HOA number or write N/A)  
*(Add emails for HOA to mailing list if no email contact info)*

**4. STANDARD DISTRIBUTION:**

Include all standard distribution recipients (either check here or individually check boxes below)

ID#	Division Name	Email/Distribution Notes
	<input type="checkbox"/> None	
85	<input type="checkbox"/> Utilities Development Services	<a href="mailto:Buckslips@csu.org">Buckslips@csu.org</a>
9	<input type="checkbox"/> Fire Prevention	<a href="mailto:Steven.Smith@coloradosprings.gov">Steven.Smith@coloradosprings.gov</a>
24	<input type="checkbox"/> DR&S	<a href="mailto:SAPPLEGATE@coloradosprings.gov">SAPPLEGATE@coloradosprings.gov</a>
21	<input type="checkbox"/> Michelle Ontiveros, CSPD (MC 1565)	<a href="mailto:Michelle.Ontiveros@coloradosprings.gov">Michelle.Ontiveros@coloradosprings.gov</a>
17	<input type="checkbox"/> Cory Sharp, Land Surveyor (MC 155)	<a href="mailto:Cory.Sharp@coloradosprings.gov">Cory.Sharp@coloradosprings.gov</a>
19	<input type="checkbox"/> Century Link	<a href="mailto:Patti.Moore@CenturyLink.com">Patti.Moore@CenturyLink.com</a> <a href="mailto:Bea.Romero@centurylink.com">Bea.Romero@centurylink.com</a> <a href="mailto:Melissa.Spencer@CenturyLink.com">Melissa.Spencer@CenturyLink.com</a>
77	<input type="checkbox"/> CSU Customer Contract Administration	<a href="mailto:Buckslips@csu.org">Buckslips@csu.org</a>
11	<input type="checkbox"/> CSPD	<a href="mailto:bjones2@springsgov.com">bjones2@springsgov.com</a>
13	<input type="checkbox"/> Parks & Recreation	<a href="mailto:Britt.Haley@coloradosprings.gov">Britt.Haley@coloradosprings.gov</a> <a href="mailto:Constance.Schmeisser@coloradosprings.gov">Constance.Schmeisser@coloradosprings.gov</a> <a href="mailto:Emily.Duncan@coloradosprings.gov">Emily.Duncan@coloradosprings.gov</a>
23	<input type="checkbox"/> Enumerations	<a href="mailto:addressing@pprbd.org">addressing@pprbd.org</a>
29	<input type="checkbox"/> Flood Plain	<a href="mailto:Keith@pprbd.org">Keith@pprbd.org</a>
98	<input type="checkbox"/> USPS	<a href="mailto:Elaine.f.kelly@usps.gov">Elaine.f.kelly@usps.gov</a>
45	<input type="checkbox"/> Zaker Alazzeh, Traffic – School Safety	<a href="mailto:SAPPLEGATE@coloradosprings.gov">SAPPLEGATE@coloradosprings.gov</a>
65	<input type="checkbox"/> Zaker Alazzeh, Traffic Eng (MC 460)	<a href="mailto:SAPPLEGATE@coloradosprings.gov">SAPPLEGATE@coloradosprings.gov</a>

48	<input type="checkbox"/> Street Division	<a href="mailto:Corey.Rivera@coloradosprings.gov">Corey.Rivera@coloradosprings.gov</a> <a href="mailto:Cole.Platt@coloradosprings.gov">Cole.Platt@coloradosprings.gov</a>
60	<input type="checkbox"/> Transit	<a href="mailto:Roger.Austin@coloradosprings.gov">Roger.Austin@coloradosprings.gov</a>
25	<input type="checkbox"/> County Health Department	<a href="mailto:catherinemcgarvy@elpasoco.com">catherinemcgarvy@elpasoco.com</a>
88	<input type="checkbox"/> Parking Enterprise	<a href="mailto:Scott.Lee@coloradosprings.gov">Scott.Lee@coloradosprings.gov</a>
3	<input type="checkbox"/> CONO	<a href="mailto:rdavis@cscono.org">rdavis@cscono.org</a> <a href="mailto:mcupp@cscono.org">mcupp@cscono.org</a>
92	<input type="checkbox"/> Forestry	<a href="mailto:Jeff.Cooper@coloradosprings.gov">Jeff.Cooper@coloradosprings.gov</a>
30	<input type="checkbox"/> Comcast	<a href="mailto:dale_stewart@comcast.com">dale_stewart@comcast.com</a> <a href="mailto:Jason_Jacobsen@comcast.com">Jason_Jacobsen@comcast.com</a> <a href="mailto:DENNIS_LONGWELL@comcast.com">DENNIS_LONGWELL@comcast.com</a> <a href="mailto:WSTMWR_MDSubmissions@comcast.com">WSTMWR_MDSubmissions@comcast.com</a>
56	<input type="checkbox"/> PlanCOS	<a href="mailto:PlanCOS@coloradosprings.gov">PlanCOS@coloradosprings.gov</a>

#### 5. LANDSCAPE PLAN:

ID#	Division Name	Email/Distribution Notes
	<input type="checkbox"/> None	
35	<input type="checkbox"/> Preliminary LS	<a href="mailto:Daniel.Gould@coloradosprings.gov">Daniel.Gould@coloradosprings.gov</a> Checklist, professional qualifications, alternative compliance request
82	<input checked="" type="checkbox"/> Final LS	<a href="mailto:Daniel.Gould@coloradosprings.gov">Daniel.Gould@coloradosprings.gov</a> Checklist, professional qualifications, alternative compliance request

#### 6. SCHOOL DISTRICT:

ID#	Division Name	Email/Distribution Notes
	<input checked="" type="checkbox"/> None	
36	<input type="checkbox"/> School District # 2	<a href="mailto:mwise@hsd2.org">mwise@hsd2.org</a>
68	<input type="checkbox"/> School District # 3	<a href="mailto:neald@wsd3.k12.co.us">neald@wsd3.k12.co.us</a>
37	<input type="checkbox"/> School District # 11	<a href="mailto:johnstp@d11.org">johnstp@d11.org</a>
38	<input type="checkbox"/> School District # 12	<a href="mailto:cooper@cmsd12.org">cooper@cmsd12.org</a>
39	<input type="checkbox"/> School District # 20	<a href="mailto:tom.gregory@asd20.org">tom.gregory@asd20.org</a>
69	<input type="checkbox"/> School District # 22	<a href="mailto:terryebert@ellicottschools.org">terryebert@ellicottschools.org</a>
41	<input type="checkbox"/> School District # 49	<a href="mailto:mandrews@d49.org">mandrews@d49.org</a>

#### 7. MILITARY INSTALLATION (if within a 2 mile buffer):

ID#	Division Name	Email/Distribution Notes
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	<input type="checkbox"/> None	
84	<input type="checkbox"/> Fort Carson	<a href="mailto:john.j.sanders71.civ@mail.mil">john.j.sanders71.civ@mail.mil</a> <a href="mailto:Thomas.j.wiersma.civ@mail.mil">Thomas.j.wiersma.civ@mail.mil</a>
46	<input type="checkbox"/> NORAD	<a href="mailto:Michael.kozak.2@us.af.mil">Michael.kozak.2@us.af.mil</a> <a href="mailto:Michael.Shafer.4@us.af.mil">Michael.Shafer.4@us.af.mil</a> <a href="mailto:joseph.ems@us.af.mil">joseph.ems@us.af.mil</a> <a href="mailto:21CES.CENB.BaseDevelopment@us.af.mil">21CES.CENB.BaseDevelopment@us.af.mil</a>
26	<input type="checkbox"/> USAFA	<a href="mailto:corine.weiss@us.af.mil">corine.weiss@us.af.mil</a> <a href="mailto:craig.johnson.35.ctr@us.af.mil">craig.johnson.35.ctr@us.af.mil</a> <a href="mailto:steven.westbay.ctr@us.af.mil">steven.westbay.ctr@us.af.mil</a> <a href="mailto:elizabeth.dukes.3.ctr@us.af.mil">elizabeth.dukes.3.ctr@us.af.mil</a> <a href="mailto:21CES.CENB.BaseDevelopment@us.af.mil">21CES.CENB.BaseDevelopment@us.af.mil</a>
75	<input checked="" type="checkbox"/> Peterson	<a href="mailto:Michael.Shafer.4@us.af.mil">Michael.Shafer.4@us.af.mil</a> <a href="mailto:Joseph.Elms@us.af.mil">Joseph.Elms@us.af.mil</a> <a href="mailto:21CES.CENB.BaseDevelopment@us.af.mil">21CES.CENB.BaseDevelopment@us.af.mil</a>

**8. OPTIONAL DISTRIBUTION (Depending on Location of Site):**

ID#	Division Name	Email/Distribution Notes
	<input type="checkbox"/> None	
59	<input type="checkbox"/> StratusIQ – AKA Falcon Broadband	<a href="mailto:jlandis@stratusiq.com">jlandis@stratusiq.com</a> <a href="mailto:tking@stratusiq.com">tking@stratusiq.com</a> <a href="mailto:cotrin@stratusiq.com">cotrin@stratusiq.com</a> <b>BLR &amp; Flying Horse (ONLY)</b>
54	<input type="checkbox"/> Budget/Finance – Fiscal Impact Analysis	<a href="mailto:budget@coloradosprings.gov">budget@coloradosprings.gov</a> <b>For Major MP Amendments</b>
27	<input type="checkbox"/> CDOT (adjacent to CDOT ROW)	<a href="mailto:Valerie.sword@state.co.us">Valerie.sword@state.co.us</a>
34	<input type="checkbox"/> Colorado Geological Survey	<a href="mailto:cgs_lur@mines.edu">cgs_lur@mines.edu</a>
33	<input type="checkbox"/> SECWCD, Garrett Markus	<a href="mailto:garrett@secwcd.com">garrett@secwcd.com</a>
18	<input type="checkbox"/> Streamside Area Overlay	<a href="mailto:Tasha.Brackin@coloradosprings.gov">Tasha.Brackin@coloradosprings.gov</a>
15	<input type="checkbox"/> Hillside Overlay	<a href="mailto:Kerri.Schott@coloradosprings.gov">Kerri.Schott@coloradosprings.gov</a>
42	<input type="checkbox"/> Historic Preservation Area Overlay	<a href="mailto:Daniel.Sexton@coloradosprings.gov">Daniel.Sexton@coloradosprings.gov</a>
44	<input type="checkbox"/> Development Review Enterprise	<a href="mailto:Kurt.Schmitt@coloradosprings.gov">Kurt.Schmitt@coloradosprings.gov</a> Coordinated Sign Plans to Kurt if Submitted
20	<input checked="" type="checkbox"/> Airport	<a href="mailto:Kandrews@coloradosprings.gov">Kandrews@coloradosprings.gov</a>
63	<input checked="" type="checkbox"/> El Paso County Dev. Services Division	<a href="mailto:NinaRuiz@elpasoco.com">NinaRuiz@elpasoco.com</a> Review of Plans within ½ mile of a County/City Border
43	<input type="checkbox"/> Wescott Fire District (adjacent only)	<a href="mailto:admin@wescottfire.org">admin@wescottfire.org</a>

5	<input type="checkbox"/> Metro District	Metro District Email
71	<input type="checkbox"/> Falcon Fire Protection District	<a href="mailto:tharwig@falconfirepd.org">tharwig@falconfirepd.org</a>
72	<input type="checkbox"/> Black Forest Fire Protection District	<a href="mailto:chief@bffire.org">chief@bffire.org</a>
81	<input type="checkbox"/> Broadmoor Fire Protection District	<a href="mailto:chief@broadmoorfire.com">chief@broadmoorfire.com</a> <a href="mailto:noalsperran@gmail.com">noalsperran@gmail.com</a>
80	<input type="checkbox"/> CSURA – Urban Renewal	<a href="mailto:Jwalker@springsgov.com">Jwalker@springsgov.com</a> ;
65	<input type="checkbox"/> Kate Brady, Bike Planning, Traffic	<a href="mailto:Kate.Brady@coloradosprings.gov">Kate.Brady@coloradosprings.gov</a>
9	<input type="checkbox"/> Fire Prevention, Jessica Mitchell	<a href="mailto:Jessica.Mitchell@coloradosprings.gov">Jessica.Mitchell@coloradosprings.gov</a> If DP, CP is accompanying an Annexation
31	<input type="checkbox"/> Housing and Community Development, Steve Posey	<a href="mailto:Steve.Posey@coloradosprings.gov">Steve.Posey@coloradosprings.gov</a> Review of plans for all affordable housing proposals AND new proposals that would displace existing low income residents.
53	<input type="checkbox"/> UCCS Review – North Nevada Overlay zone	<a href="mailto:mwood@uccs.edu">mwood@uccs.edu</a>
49	<input checked="" type="checkbox"/> Chelsea Gaylord, Economic Development	<a href="mailto:Chelsea.Gaylord@coloradosprings.gov">Chelsea.Gaylord@coloradosprings.gov</a> <b>QOZ</b>
	<input type="checkbox"/> Mike Kilabrew – ADA – Downtown Area	<a href="mailto:Michael.Kilabrew@coloradosprings.gov">Michael.Kilabrew@coloradosprings.gov</a>

**9. LAND USE REVIEW:**

***Hard Copy Full sized plans***

<input checked="" type="checkbox"/>	Planner	Traffic Report, Drainage Report, Geo-Hazard Report
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**Special notes or instructions:**