



Development Review Center  
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[fcgov.com/DevelopmentReview](http://fcgov.com/DevelopmentReview)

June 07, 2019  
Moses & Sara Horner  
900 West Mountain Avenue  
Fort Collins, CO 80521

**RE: 622 W Laurel Duplex, BDR180040 – Manager’s Decision**

Dear Moses & Sara:

On May 21, 2018, the applicant was issued a violation notice for the operation of an unpermitted dwelling located in the basement of the single-family residence located at 622 W Laurel Street. On December 26, 2018, the City of Fort Collins Development Review Division received and processed a request for *622 W Laurel*, a request for a Basic Development Review to convert an existing single-family home into a duplex with no structural additions or exterior alterations to the building. The proposed project is located in the Neighborhood Conservation, Medium Density District (N-C-M).

This request has been processed in accordance with Section 2.18.3 – Basic Development Review Procedures, of the City of Fort Collins Land Use Code. In addition, the request has been reviewed for compliance with applicable sections of Article 3 – General Development Standards and Division 4.8 – Neighborhood Conservation, Medium Density District (N-C-M).

No public comment was received during the review period of this project.

In reviewing the proposed conversion from a single-family residence to a duplex. The Development Review Manager hereby makes the following findings of fact:

1. 622 W Laurel BDR180040, has been accepted and properly processed in accordance with the requirements of Section 2.2.10, and 2.18 of the Land Use Code.
2. 622 W Laurel BDR180040, complies with the applicable sections of Article Three, General Development Standards.
3. 622 W Laurel BDR180040, complies with the requirements of Article Four, Section 4.8 – Neighborhood Conservation, Medium Density District (N-C-M).
4. The proposed use, duplex, is a permitted use in the Neighborhood Conservation, Medium Density District (N-C-M).
5. 622 W Laurel BDR180040, conforms to the vision and policy guidance in the 2017 *Old Town Neighborhoods Plan*.

Based on these findings of fact, the Development Review Manager of the City of Fort Collins makes the following decision:

Approved 6/20/19  
Decision Date

Rebecca Everette  
Rebecca Everette  
City of Fort Collins, Development Review Manager

*This final decision of the Development Review Manager may be appealed to the Planning & Zoning Board, in accordance with Article II, Division 2.18.3(L) of the Land Use Code, within 14 calendar days of the date of final action by the Development Review Manager. Guidelines explaining the appeal process, including the Code provisions previously referenced, can be found online at [fcgov.com/cityclerk/appeals.php](http://fcgov.com/cityclerk/appeals.php), or may be obtained in the City Clerk's Office at 300 Laporte Avenue.*