

**CITY OF FORT COLLINS  
TYPE 1 ADMINISTRATIVE HEARING**

**FINDINGS AND DECISION**

HEARING DATE: March 4, 2024

PROJECT NAME: Snow Ridge Apartments

CASE NUMBER: PDP # 230014

APPLICANT  
REPRESENTATIVE: Joel Weikert  
Ripley Design, Inc.  
419 Canyon Avenue, Suite 200  
Fort Collins, CO 80521

OWNER: Matthew Deault  
1425 Pikes Peak Avenue  
Fort Collins, CO 80524

HEARING OFFICER: Lori Strand

**PROJECT DESCRIPTION & BACKGROUND:** The Owner owns an approximately 0.67-acre parcel of land located at 1509 South Shields Street (the “**Subject Property**”). The Owner requests approval of the Snow Ridge Apartments Project Development Plan (the “**PDP**”) to change the use of the Subject Property from a single-family detached dwelling to multi-family dwelling with eight (8) units (the “**Project**”).

The City previously determined that the existing structure is Not Landmark Eligible.

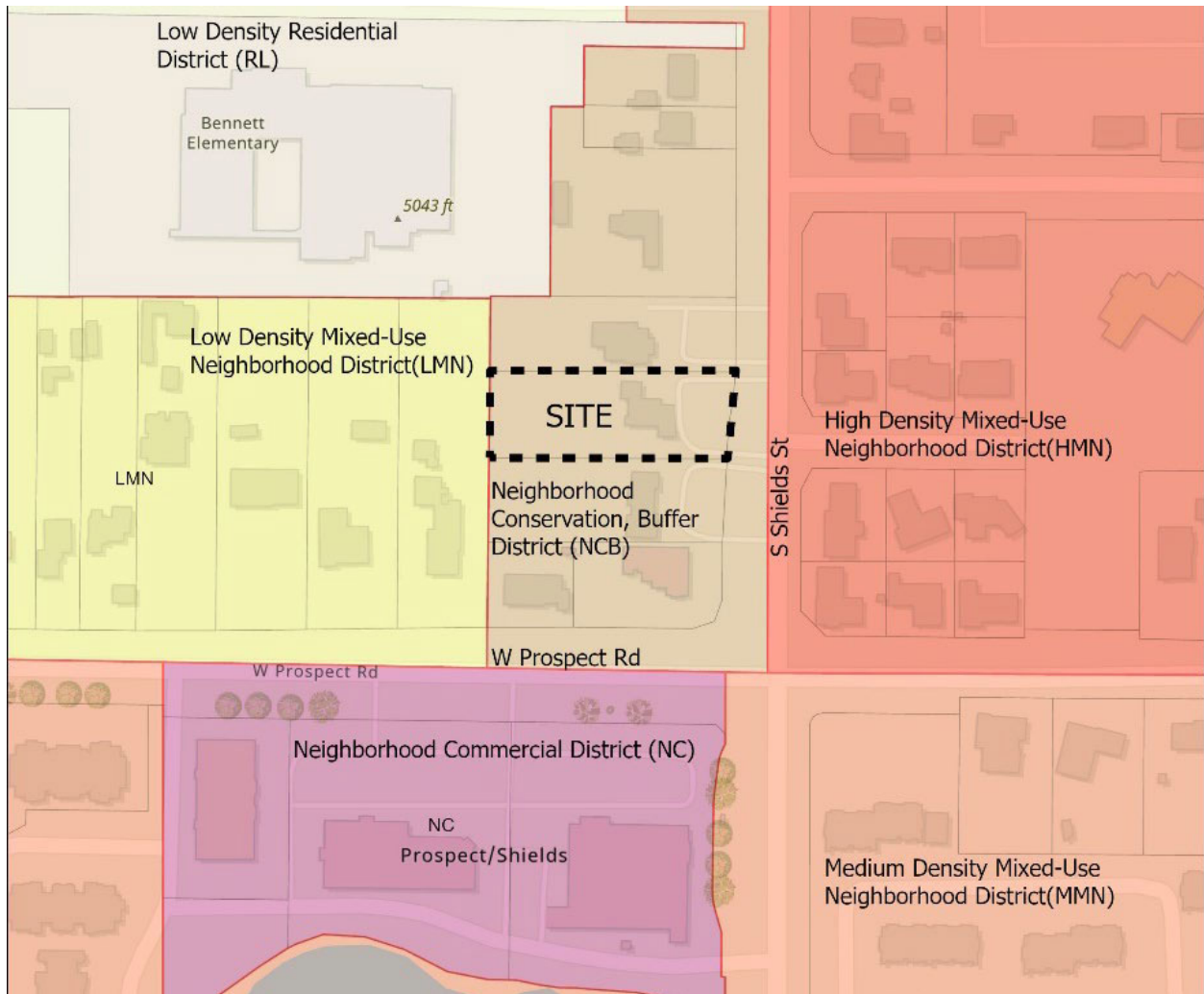
Currently, the Subject Property has two curb cuts on South Shield Street. Access to the multi-family dwelling will continue to be taken off South Shield Street, from an access point on the southern portion of the Subject Property that will align with the existing street grid (Summer Street) east of South Shield Street. The Project will eliminate one curb cut.

Approximately 0.01 acres of the Subject Property along South Shields Street will be dedicated as additional right-of-way.

The Subject Property is located within the Neighborhood Conservation Buffer (NCB) zone district and the Transit-Oriented Development Overlay Zone (TOD Zone). Eight (8) off-street vehicular parking spaces will be provided in the rear of the Subject Property, away from the public right-of-way. Fourteen bicycle parking spaces will be provided, including eight (8) enclosed spaces and six (6) exterior fixed rack spaces.

There are *no* requests for modifications of standards or for alternative compliance.

The zoning of the Subject Property and surrounding area are shown below:



The zoning and land uses for properties immediately adjacent to the Subject Property are set forth below:

	North	South	East	West
<b>Zoning</b>	NCB district	NCB district	High Density Mixed-Use Neighborhood District (HMN)	Low Density Mixed-Use Neighborhood District (LMN)
<b>Land Use</b>	Single-family dwelling	Single-family dwelling	Single-family dwellings on the adjacent block face	Single-family dwelling

Additional background on the Project and analysis of the PDP's compliance with the City of Fort Collins Land Use Code ("**LUC**") are provided in the Development Review Staff Report, a copy of which is attached to this decision as ATTACHMENT A (the "**Staff Report**") and is incorporated herein by reference.

The Staff Report recommends approval of the PDP.

SUMMARY OF DECISION:    Approved.

ZONE DISTRICT:    Neighborhood Conservation Buffer (NCB) and Transit-Oriented Overly  
                          Zone

HEARING: This matter was heard at a virtual public hearing conducted on Monday, March 4, 2024. The Hearing Officer opened the hearing at approximately 5:30 P.M and reviewed the Rules of Conduct and Order of Proceedings with the Owner, representatives, and members of the public present.

EVIDENCE: Prior to or at the hearing, the Hearing Officer accepted the following documents as part of the record of this proceeding:

1. The Staff Report.
2. Applicant narrative.
3. Site and landscape plans (7 sheets).
4. Elevations and Color and Materials (3 sheets).
5. Photometrics / Lighting Plan (2 sheets).
6. Utility Plans (15 sheets).
7. Final Plat (2 sheets).
8. Memorandum from Delich Associates Traffic & Transportation Engineering, dated August 14, 2023, to Owner analyzing traffic impacts from Project and concluding (among other things) that there will not be a significant change in the type of traffic generated by the Subject Property, traffic from the new use will not adversely affect traffic within and adjacent to the Subject Property, and the new use will not likely cause less than acceptable level of service on the adjacent public streets, accesses, and intersections. The Staff Report states that the City Traffic Engineer accepted this Memorandum in lieu of requiring a Transportation Impact Study per LUC § 3.2.2(C)(8).
9. City of Fort Collins Official Determination of Fort Collins Landmark Eligibility, issued September 28, 2023, finding that the Subject Property is *not* eligible for landmark designation.
10. Preliminary Drainage Report for the Project by Northern Engineering, dated January 2, 2024.
11. Geotechnical Subsurface Exploration Report for the Project by Soilogic, Inc., dated September 14, 2023.
12. Applicant virtual hearing power point presentation (19 pages).
13. City staff virtual hearing power point presentation (18 pages).

14. Written public comment from Brooklyn McBride, Director of Christian Formation for Children & Youth, a church in the neighborhood. Comment states that the church is in support of the Project.
15. Confirmation of order for February 18, 2024 published notice in the Fort Collins Coloradoan of virtual public hearing on the Project.
16. Copy of February 16, 2024 mailed notice of virtual public hearing on the Project.
17. Administrative (Type 1) Hearing: Order of Proceedings.
18. Administrative (Type 1) Hearings: Rules of Conduct.
19. The City’s Comprehensive Plan, the West Central Area Plan, the LUC, and the formally promulgated ordinances and polices of the City are all considered part of the record considered by the Hearing Officer.

TESTIMONY: The following persons testified or participated during the virtual hearing:

From the City: Arlo Schumann, City Planner

From the Applicant: Joel Weikert, Ripley Design

From the Public: None

No members of the public spoke during the public comment portion of the hearing.

The virtual public hearing on the Project was closed at approximately 6:40 P.M.

### FINDINGS

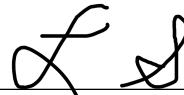
1. Evidence presented to the Hearing Officer established the fact that notice of the virtual public hearing was properly posted, mailed, and published.
2. Based on testimony provided at the virtual public hearing and a review of the materials in the record of this case, the Hearing Officer concludes as follows:
  - A. The PDP complies with the applicable procedural and administrative requirements of Article 2 of the LUC.
  - B. The PDP is consistent with the City Plan and its adopted components, including the West Central Area Plan. The Subject Property is located within an area identified by the West Central Area Plan for significant new development/redevelopment and potentially resulting in a change of use or intensity.
  - C. The PDP complies with the relevant standards contained in Article 3 of the LUC as more specifically set forth in the Staff Report, including compliance with the TOD Zone “*Number of Bedrooms/Dwelling Unit*” parking space requirement for multi-family dwellings set forth in LUC § 3.2.2(K)(1)(a)1. Mr. Schumann and Mr. Weikert testified that the Owner intended to rent by the dwelling unit, and not by the bedroom; as such, the “*Rent-by-the Bedroom*” parking space requirement in LUC § 3.2.2(K)(1)(a)1 does *not* apply to the Project.

- D. The PDP complies with the relevant standards contained in Division 4.9, Neighborhood Conservation Buffer District, of Article 4 of the LUC, and furthers the *Purpose* of the NCB district by providing a transitional use between the lower density mixed-use neighborhood to the west of the Subject Property and the higher density mixed-use neighborhood to the east of the Subject Property.

E. DECISION

Based on the findings set forth above, the Hearing Officer hereby approves the Snow Ridge Apartments PDP #230014.

DATED this 11<sup>th</sup> day of March, 2024.



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Lori Strand  
Hearing Officer

**ATTACHMENT A**

Staff Report  
Snow Ridge Apartments  
(PDP #230014)

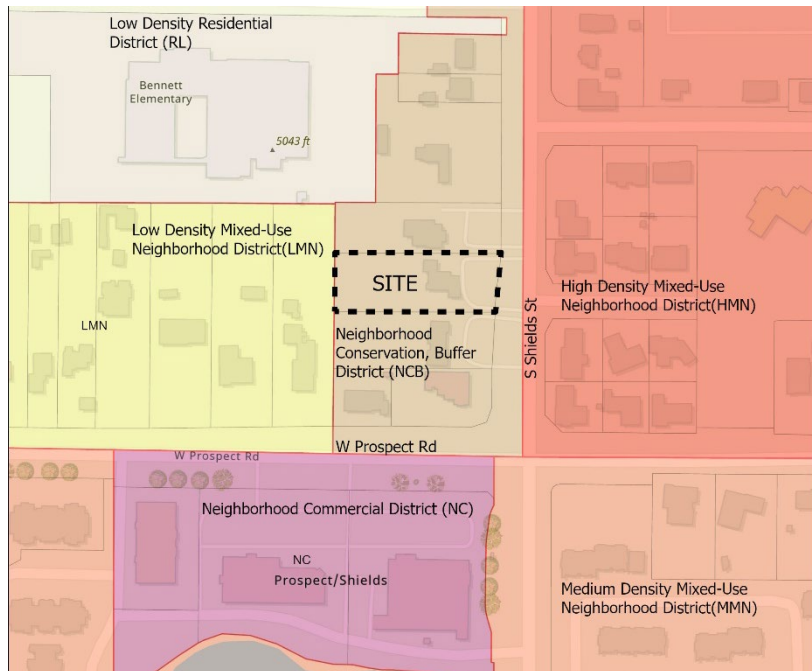
Administrative Hearing: March 4, 2024

## Snow Ridge Apartments #PDP230014

### Summary of Request

The proposal is to convert the existing single-family home to a multi-family building by constructing an addition to the existing structure to create a total of 8 dwelling units at 1509 S Shields St. The proposal includes the provision of 8 parking spaces with access to the site taken from S Shields Street directly to the east.

### Zoning Map



### Next Steps

If approved by the Hearing Officer, the applicant will be eligible to apply for a Final Development Plan (FDP), which is administratively approved. Upon approval of the FDP, the project is eligible for building and other construction permits.

### Site Location

1509 S Shields St., in the West Central Neighborhoods, north of Prospect Rd. Parcel # 9715418002.

### Zoning

Neighborhood Conservation, Buffer District (NCB)

### Property Owner

Matthew Deault  
1425 Pikes Peak Ave  
Fort Collins, CO 80524

### Applicant/Representative

Joel Weikert  
Ripley Design Inc  
419 Canyon Ave, Ste. 200  
Fort Collins, CO 80521

### Staff

Arlo Schumann, City Planner

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### Staff Recommendation

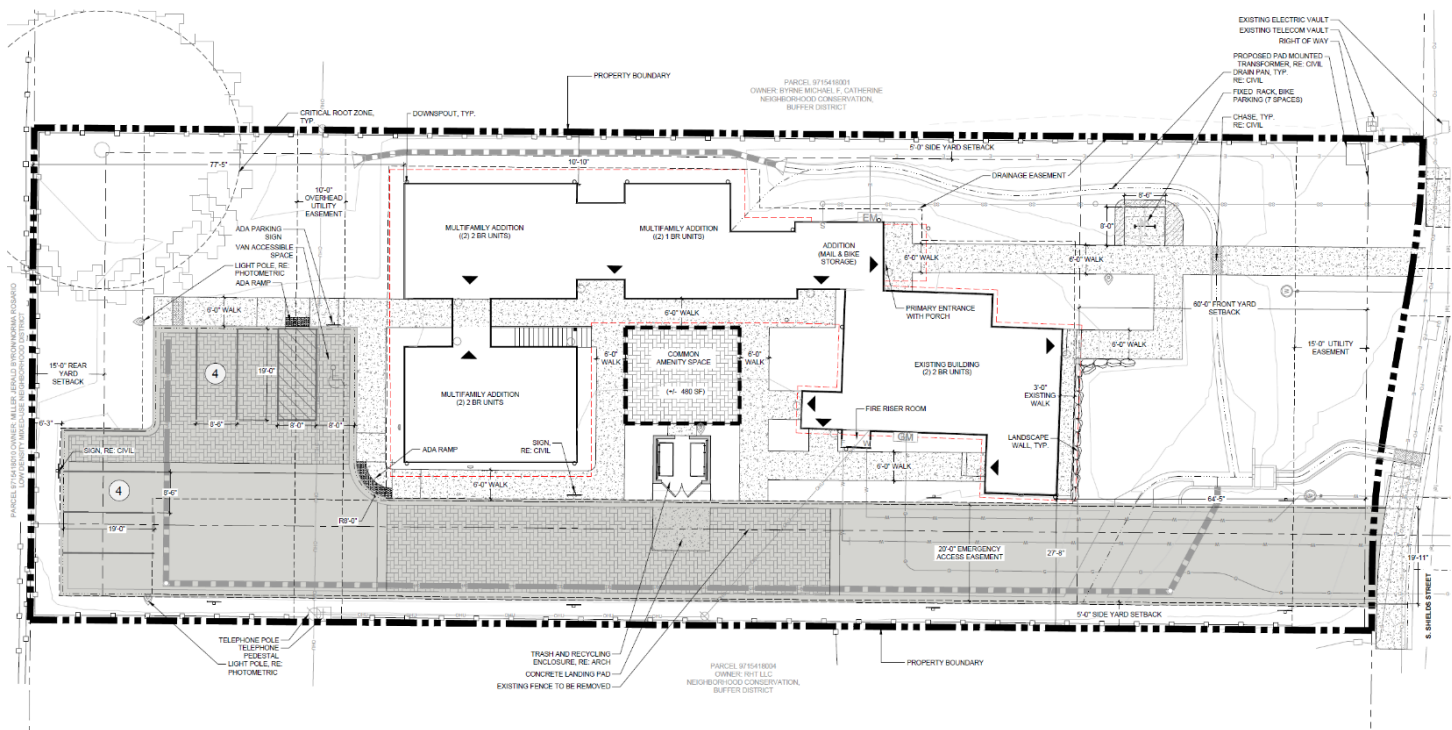
Approval of PDP230014.

# 1. Project Introduction

## A. PROJECT DESCRIPTION

The applicant is requesting to construct an eight (8) unit multi-family apartment building by converting and adding on to the existing single-family home at 1509 S Shields St.

- 8 vehicle parking spaces and 14 bicycle parking spaces are provided.
- A ~480sf common amenity space/courtyard is proposed with the project
- Access to the development will be from S Shields St. to the east.
- The property is within the NCB zoning district which permits the use subject to Administrative Review and hearing by a Hearing Officer.



### LEGEND

PROJECT BOUNDARY	ENHANCED PAVING
LOT LINE	CONCRETE PAVING
SETBACK	DRIVES AND PARKING
RIGHT OF WAY	CRAIGIED FINES
UNDER DRAIN	BUILDING OVERHANG
STORMWATER UTILITY	PROPOSED SCREEN FENCE
WATER UTILITY	EXISTING TREE TO REMAIN
GAS UTILITY	ENTRANCE TO BUILDING
SANITARY SEWER UTILITY	SITE LIGHTS, RE. PHOTOMETRIC PLAN
ELECTRIC UTILITY	PARKING STALL COUNT
TRANSFORMER TYP.	
EXISTING OVERHEAD UTILITY	
EXISTING SANITARY SEWER	
EXISTING GAS LINE	
EXISTING ELECTRIC LINE	
EXISTING WATER LINE	
EXISTING FIBER OPTIC LINE	
EXISTING FENCE	
EXISTING STORMWATER UTILITY	

## B. DEVELOPMENT STATUS/BACKGROUND

### 1. Subject Property

The existing primary single-family house was built in 1947, within the Maxfield subdivision. The site is 28,559 SF (0.66 Ac.), with 102.6 feet of frontage on Shields, extending 280 feet to the west.



## 2. Surrounding Zoning and Land Use

	North	South	East	West
Zoning	Neighborhood Conservation, Buffer District (NCB)	Neighborhood Conservation, Buffer District (NCB)	High Density Mixed-Use Neighborhood District (HMN)	Low Density Mixed-Use Neighborhood District (LMN)
Land Use	Single-family dwellings	Single-family dwelling	Single-family dwellings on the adjacent block face	Single-family dwellings



## C. OVERVIEW OF MAIN CONSIDERATIONS

The plans were developed, and issues were clarified through three rounds of plan review, responses to comments, and questions. Main considerations were vehicular and pedestrian access and circulation, building floor area ratios, and building design.

- Development of a multi-family dwelling is in keeping with the vision of the (2015) West Central Area Plan. This area of Shields was identified as an area of “Potential Opportunities” with regard to redevelopment or new development, that may result in a change of use or intensity.
- The development complies with the Neighborhood Conservation, Buffer District (NCM) zone district standards.
- 

## D. CITY OF FORT COLLINS LAND USE CODE & CITY PLAN

The City’s comprehensive plan (2019 City Plan) was developed with the participation of thousands of community members and “articulates the community’s vision and core values, and establishes the overall policy foundation” to provide “high-level direction” towards achieving a shared community vision of growth and

transportation throughout the City. A basic aspect of the vision pertinent to this project proposal is the unique character and sense of place in Fort Collins.

The Land Use Code's purpose statement, per Section 1.2.2(A)-(O), is to ensure that all growth and development that occurs is consistent with the code and City Plan and addresses a range of community issues and design elements. By incorporating the specific requirements within the Code, a plan demonstrates its fulfillment of this purpose statement.

A significant theme in City Plan is encouraging more housing options in general:

- Policy LIV 5.6 (p. 42) *EXISTING NEIGHBORHOODS: Expand housing options in existing neighborhoods (where permitted by underlying zoning) by encouraging:*
  - *Infill development on vacant and underutilized lots;*
  - *Internal ADUs such as basement or upstairs apartments;*
  - *Detached ADUs on lots of sufficient size; and*
  - *Duplexes, townhomes or other alternatives to detached single-family homes that are compatible with the scale and mass of adjacent properties.*

The Structure Plan designates this neighborhood with the "Mixed Neighborhood" place type, which is characterized by single-family detached homes, duplexes, triplexes and townhomes. Small scale multifamily buildings are considered a Supporting Land Use and would be supported when these housing options are incorporated along neighborhood edges, where transit and other services are readily accessible.

## 2. Land Use Code Article 2

### A. PROJECT DEVELOPMENT PLAN PROCEDURAL OVERVIEW

#### 1. Conceptual Review – CDR230036

A conceptual review meeting was held on May 18, 2023.

#### 2. First Submittal

The PDP was submitted on September 29, 2023.

#### 3. Neighborhood Meeting

Pursuant to *LUC Section 2.2.2 – Step 2: Neighborhood Meetings*, a neighborhood meeting is not required for Administrative Hearing (Type 1) projects and no meeting was held.

#### 4. Notice (Posted, Written and Published)

Posted Notice: January 31, 2024, Sign #728.

Written Hearing Notice: February 16, 2024, 170 addresses mailed.

Published Hearing Notice: February 18, 2024.

### 3. Land Use Code Article 3

#### A. DIVISION 3.2 – SITE PLANNING AND DESIGN STANDARDS

Applicable Code Standard	Summary of Code Requirement and Analysis	Staff Findings
<b>3.2.1 – Landscaping and Tree Protection</b>  <b>3.2.1(D) Tree Planting Standards</b>  <b>3.2.1(D)(1)(c) Full Tree Stocking</b>	<p>The standards of this section require that a development plan demonstrate a comprehensive approach to landscaping that enhances the appearance and function of the neighborhood, buildings, and pedestrian environment. The proposed plan provides the following:</p> <ul style="list-style-type: none"> <li>Full tree stocking is provided within 50 feet of all high-use or high-visibility sides of the building.</li> <li>Planting beds are provided around the building and within the proposed amenity areas. A “typical” planting cross-section for shrubs and trees is provided with Landscape Plan.</li> </ul>	Complies
<b>3.2.1(F) – Tree Preservation Mitigation</b>	<p>This standard requires that developments provide on-site mitigation in the form of a defined number of replacement trees if existing significant trees are removed. The number of mitigation trees is determined by City Forestry staff based off existing tree species, breast diameter, and health/condition. Mitigation values can range between 1 and 6 for a tree that is removed. Dead, dying, and certain invasive species are exempt from this standard.</p> <ul style="list-style-type: none"> <li>The site contains several mature trees. Of the 20 existing on-site trees, 1 will be preserved and the remaining 19 are proposed to be removed. In coordination with city forestry staff, the plan provides 15 mitigation trees in various places throughout the site and are identified with “-M” on the attached landscape plan</li> </ul>	Complies
<b>3.2.2 – Access, Circulation and Parking – General Standard</b>	<p>This code Section requires secure, convenient, efficient parking and circulation improvements that add to the attractiveness of the development. The only applicable standards are parking requirements for vehicles.</p> <ul style="list-style-type: none"> <li>The plan provides specific required parking per the subsections noted below.</li> </ul>	Complies
<b>3.2.2(C)(4) – Bicycle Parking Space Requirements</b>	<p>This standard requires one bicycle space per bedroom, for a total of 14 bicycle spaces required. To meet the minimum bicycle parking requirements, the development must provide bicycle parking for both “enclosed bicycle parking” and “fixed bicycle racks”, as defined in the Land use Code. 60% of the spaces must be enclosed (covered) and 40% must be fixed. Fixed spaces may be uncovered, and the placement of the bicycle facilities must be adequately convenient and easily accessible to building entrances and walkways.</p> <ul style="list-style-type: none"> <li>The PDP provides 8 enclosed bicycle spaces and 6 fixed spaces. The bicycle rack is located along the main pedestrian connection and the enclosed rack is part of a mail room and bike storage vestibule.</li> </ul>	Complies
<b>3.2.2(C)(6,7) – Direct On/Off-Site Access to Pedestrian and Bicycle Destinations</b>	<p>These standards require that the on-site/off-site pedestrian and bicycle circulation system be designed to provide for direct connections to major pedestrian and bicycle destinations, including, trails, parks, schools, Neighborhood Centers, Neighborhood Commercial Districts, and transit stops that are located either within the development or adjacent to the development.</p> <ul style="list-style-type: none"> <li>The plan provides a 6-foot walkway connection that circulates through the site and out to S Shields St.</li> </ul>	Complies

<b>3.2.2(C)(8) – Transportation Impact Study</b>	<p>Transportation Impact Study approved by the Traffic Engineer, which study shall be prepared in accordance with the Transportation Impact Study guidelines maintained by the city.</p> <ul style="list-style-type: none"> <li>The city traffic engineer has reviewed and accepted a Traffic Narrative in lieu of a full Traffic Study.</li> </ul>	Complies														
<b>3.2.2(K)(1)(a)1. – Required Number of Off-Street Spaces</b>	<p>Multi-family dwellings and mixed-use dwellings within the Transit-Oriented Development (TOD) Overlay Zone shall provide a minimum number of parking spaces as shown in the following table:</p> <table border="1" data-bbox="444 516 1276 982"> <thead> <tr> <th><i>Number of Bedrooms/Dwelling Unit</i></th> <th><i>Parking Spaces Per Dwelling Unit*</i></th> </tr> </thead> <tbody> <tr> <td>One or less</td> <td>0.75</td> </tr> <tr> <td>Two</td> <td>1</td> </tr> <tr> <td>Three</td> <td>1.25</td> </tr> <tr> <td>Four and above</td> <td>1.5</td> </tr> <tr> <th><i>Rent-by-the Bedroom</i></th> <th><i>Parking Spaces Per Bedroom</i></th> </tr> <tr> <td>All bedrooms</td> <td>0.75</td> </tr> </tbody> </table> <p>*Maximum of 115% of minimum requirement unless provided in a structure.</p> <ul style="list-style-type: none"> <li>The project has 2 1-bedroom units and 6 2-bedroom units requiring 7.5 spaces. 8 spaces are provided.</li> </ul>	<i>Number of Bedrooms/Dwelling Unit</i>	<i>Parking Spaces Per Dwelling Unit*</i>	One or less	0.75	Two	1	Three	1.25	Four and above	1.5	<i>Rent-by-the Bedroom</i>	<i>Parking Spaces Per Bedroom</i>	All bedrooms	0.75	Complies
<i>Number of Bedrooms/Dwelling Unit</i>	<i>Parking Spaces Per Dwelling Unit*</i>															
One or less	0.75															
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All bedrooms	0.75															
<b>3.2.2(K)(5) – Handicap Parking</b>	<p>All handicap-accessible dimensional requirements are met. Parking standards require a minimum amount of 1 handicap spaces based on the total spaces in the parking areas provided. A total of 1 accessible space are provided.</p>	Complies														
<b>3.2.4 – Exterior Site Lighting</b>	<p>The purpose of this Section is to ensure adequate exterior lighting for the safety, security, enjoyment and function of the proposed land use; conserve energy and resources; reduce light trespass, glare, artificial night glow, and obtrusive light; protect the local natural ecosystem from damaging effects of artificial lighting; and encourage quality lighting design and fixtures.</p> <p>The lighting standards require compliance with the applicable Lighting Context Area which determines the limitations for exterior artificial lighting. The Lighting Context Area for the NCB zone district is LC1.</p> <p>The lighting plan demonstrates compliance with minimum and maximum lighting requirements for the LC1 context area and will ensure the site is in compliance with the lighting standards.</p>	Complies														
<b>Section 3.2.5 – Trash and Recycling Enclosures</b>	<p>The purpose of this standard is to ensure the provision of areas, compatible with surrounding land uses, for the collection, separation, storage, loading and pickup of trash, waste cooking oil, compostable and recyclable materials.</p> <p>Adequately sized, conveniently located, accessible and fully screened trash and recycling enclosures are provided along the drive aisle. A trash and recycling detail sheet has been provided and is attached with the staff report. Walk-in access is provided for the enclosure.</p>	Complies														



## B. DIVISION 3.3 – ENGINEERING STANDARDS

Applicable Code Standard	Summary of Code Requirement and Analysis	Staff Findings
<b>3.3.1(C) – Public Sites, Reservations and Dedications</b>	<p>This standard requires the applicant to dedicate rights-of-way for public streets, drainage easements and utility easements as needed to serve the area being developed. In cases where any part of an existing street is abutting or within the property being developed, the applicant must dedicate such additional rights-of-way to meet the minimum width required by Larimer County Urban Area Street Standards and the City of Fort Collins Land Use Code. The PDP complies with this standard by:</p> <ul style="list-style-type: none"> <li>• The project includes dedication of on-site easements for access, utilities, and emergency access.</li> </ul>	Complies

## C. DIVISION 3.4 - ENVIRONMENTAL, NATURAL AREA, RECREATIONAL AND CULTURAL RESOURCE PROTECTION STANDARDS

The purpose of this Section is to ensure that when property is developed consistent with its zoning designation, the way in which the proposed physical elements of the development plan are designed and arranged on the site will protect the natural habitats and features both on the site and in the vicinity of the site.

Applicable Code Standard	Summary of Code Requirement and Analysis	Staff Findings
<b>3.4.1 – Natural Habitats</b>	<p>This section applies if any portion of the development site is within five hundred feet of an area or feature identified as a natural habitat on the City’s Natural Habitats and Features Inventory Map.</p> <ul style="list-style-type: none"> <li>• No features are within 500 feet. This section does not apply.</li> </ul>	NA
<b>3.4.7 – Historic and Cultural Resources</b>	<p>This section applies if there are any historic resources within the area of adjacency of a proposal. The area of adjacency is measured at 200 feet in all directions from the perimeter of the development site. Any lot or parcel of property shall be considered within the area of adjacency if any portion of such lot or parcel is within the two hundred (200) foot outer boundary.</p> <ul style="list-style-type: none"> <li>• No historic resources are within the area of adjacency of the site. This section does not apply.</li> <li>• The historic survey for this property has been completed on September 28, 2023, and found Not Eligible for Landmark designation.</li> </ul>	N/A

## D. DIVISION 3.5 - BUILDING STANDARDS

The purpose of this Section is to ensure that the physical and operational characteristics of proposed buildings and uses are compatible when considered within the context of the surrounding area. Building design requirements are discussed again related to additional code language in Section 3.8.30 which is covered later in this staff report.

Applicable Code Standard	Summary of Code Requirement and Analysis	Staff Findings
<b>3.5.1(A) and (B) – Building Project and Compatibility, Purpose and General Standard</b>	<p>This section is designed to ensure compatibility of new buildings with the surrounding context. Absent any established character, the standard requires that new buildings set an enhanced standard of quality for future projects or redevelopment in the area. The standards in this section are intended to complement the more specific requirements in Article 4, which are addressed in Section H of this report. For reference, the Land Use Code definition of “compatibility” in Article 5 has been included below:</p> <p><i>Compatibility shall mean the characteristics of different uses or activities or design which allow them to be located near or adjacent to each other in harmony. Some elements affecting compatibility include height, scale, mass and bulk of structures. Other characteristics include pedestrian or vehicular traffic, circulation, access and parking impacts. Other important characteristics that affect compatibility are landscaping, lighting, noise, odor and architecture. Compatibility does not mean “the same as.” Rather, compatibility refers to the sensitivity of development proposals in maintaining the character of existing development.</i></p> <p>Overall, staff finds that the design of the plan is compatible with the existing context surrounding the site.</p>	Complies
<b>3.5.1 (C)– Building Size, Height, Bulk, Mass, Scale</b>	<p>Buildings shall either be similar in size and height, or, if larger, be articulated and subdivided into massing that is proportional to the mass and scale of other structures, if any, on the same block face, abutting or adjacent to the subject property, opposing block face or cater-corner block face at the nearest intersection.</p> <ul style="list-style-type: none"> <li>• The placement of the addition helps retain the existing character of the building and its relationship to the street face and the adjacent neighbors.</li> <li>• Various building elements help articulate and subdivide the buildings through the use of wall plane projections, recesses, roof planes and slopes, and window groupings that help the buildings relate to a neighborhood scale. Together these elements provide building designs that are compatible to the mass and scale of existing development in the vicinity.</li> <li>• In terms of overall building height, the proposed building is not significantly larger than the adjacent context. The two-story addition is set behind the original single-story home and utilizes lower slope roof elements that as similar to the slopes found in the neighborhood.</li> </ul>	Complies
<b>3.5.1 (D)– Privacy Considerations</b>	<p>Elements of the development plan shall be arranged to maximize the opportunity for privacy by the residents of the project and minimize infringement on the privacy of adjoining land uses.</p> <ul style="list-style-type: none"> <li>• As noted above, the placement of the addition to the rear of the existing building with a focus on activity in the common courtyard area provides private space for the tenants with the two-story portion not aligned with the neighboring houses. The plan calls for a new 5ft privacy fence along the N, W, and S property lines. All sides of the building exceed the minimum setbacks.</li> </ul>	Complies

<p><b>3.5.1 (E)– Building Materials</b></p>	<p>This section addresses building materials, glare, and windows. Building materials shall either be similar to the materials already being used in the neighborhood or, if dissimilar materials are being proposed, other characteristics such as scale and proportions, form, architectural detailing, color and texture, shall be utilized to ensure that enough similarity exists for the building to be compatible, despite the differences in materials.</p> <ul style="list-style-type: none"> <li>• Primary building materials are lap siding, and brick veneer. The proposed materials are similar to the materials found in other developments in the vicinity of the site. The attached architectural plan depicts the materials selected.</li> </ul>	<p>Complies</p>
<p><b>3.5.1 (F)– Building Color</b></p>	<p>Color shades shall be used to facilitate blending into the neighborhood and unifying the development. The color shades of building materials shall draw from the range of color shades that already exist on the block or in the adjacent neighborhood.</p> <ul style="list-style-type: none"> <li>• The color schemes proposed draws upon the color shades found within adjacent developments in the neighborhood. The attached architectural plan depicts the color scheme.</li> </ul>	<p>Complies</p>
<p><b>3.5.1 (H)– Land Use Transition, 3.5.1 (I)– Outdoor Storage Areas and Mechanical Equipment, and 3.5.1 (J)– Operational and Physical Compatibility Standards</b></p>	<p>The remaining elements of Section 3.5.1 address potential compatibility issues that can arise when different uses are proposed near or adjacent to one another. These sections require separation of incompatible uses through the implementation of buffer yards, careful location of loading docks and storage areas, and restriction on hours of operation among other techniques.</p> <ul style="list-style-type: none"> <li>• Sections 3.5.1(H) and 3.5.1(J) do not apply to the proposed PDP. The multi-family residential use proposed is compatible with the existing mix of uses in the surrounding area. Buildings are placed in a way to orient the shorter building facades towards the street and complement the existing character.</li> <li>• Section 3.5.1(I) requires that HVAC equipment, areas for trash collection, conduit, meters, and other similar equipment be integrated into the development. Visual disturbances must be minimized, and screening must be of a similar material to the overall development. Rooftop mechanical equipment must be screened from public view from both above and below by integrating it into building and roof design to the maximum extent feasible.</li> </ul>	<p>Complies</p>
<p><b>3.5.2- Residential Building Standards</b></p>	<p>These standards are intended to promote variety, visual interest and pedestrian-oriented streets in residential development. Development projects containing residential buildings shall place a high priority on building entryways and their relationship to the street. Pedestrian usability shall be prioritized over vehicular usability. Buildings shall include human-scaled elements, architectural articulation, and in projects containing more than one (1) building, design variation.</p> <ul style="list-style-type: none"> <li>• Overall, the elements incorporated into this proposal to maximize compatibility and meet standards to create a project that provides architectural interest. A summary of key points follows. <ul style="list-style-type: none"> <li>○ A protected and well-defined entry to the building.</li> <li>○ The buildings are articulated with recessed and projecting elements, including changes in wall planes and corresponding material changes.</li> <li>○ Windows and roof overhangs add articulation and interest to the sides of the buildings.</li> </ul> </li> </ul>	<p>Complies</p>
<p><b>3.5.2(D)(1) Orientation to a Connecting Walkway 3.5.2.(D)(2) Street-Facing Facades.</b></p>	<p>This section requires that every front facade with a primary entrance to a dwelling unit face a connecting walkway with no primary entrance more than two hundred (200) feet from a street sidewalk. A primary entrance may be up to three hundred fifty (350) feet from a street sidewalk if the primary entrance faces and opens directly onto a connecting walkway that qualifies as a major walkway spine. Additionally, each multifamily building shall have at least one entrance facing the adjacent local street.</p> <ul style="list-style-type: none"> <li>• The proposed multi-family building has a primary entrance that faces the street and connecting walkway that is less than 200 feet from the public sidewalk along S Shields St the only local street adjacent to the site.</li> </ul>	<p>Complies</p>

### E. DIVISION 3.6 - TRANSPORTATION AND CIRCULATION

This Section is intended to ensure that the transportation network of streets, alleys, roadways, and trails is in conformance with adopted transportation plans and policies established by the City.

Applicable Code Standard	Summary of Code Requirement and Analysis	Staff Findings
<b>3.6.2 – Streets, Streetscapes, Alleys And Easements</b>	This Section is intended to ensure that the various components of the transportation network are designed and implemented in a manner that promotes the health, safety and welfare of the City. It details minimum requirements for private streets and private drives when they are proposed as part of a development project.	NA
<b>3.6.3(A-F) – Street Pattern and Connectivity Standards</b>	<p>This standard requires the development be designed to be safe, efficient, convenient, and attractive, considering use by all modes of transportation.</p> <ul style="list-style-type: none"> <li>• The proposed development does not abut any undeveloped land, and therefore does not include any future street stubs along the border of the property.</li> <li>• All internal sidewalks on-site connect to the local street network.</li> </ul>	Complies
<b>3.6.4 – Transportation Level of Service Requirements</b>	The city traffic engineer has reviewed and accepted a Traffic Narrative in lieu of a full Traffic Study. The development meets the traffic-related requirements in the Land Use Code.	Complies
<b>3.6.6 – Emergency Access</b>	<p>The standard states, “all developments shall provide adequate access for emergency vehicles and for those persons rendering fire protection and emergency services by complying with Article 9, Fire Department Access and Water Supply, of the Uniform Fire Code as adopted and amended pursuant to Chapter 9 of the City Code. All emergency access ways, easements, rights-of-way or other rights required to be granted pursuant to the Uniform Fire Code must include not only access rights for fire protection purposes, but also for all other emergency services.”</p> <p>The project has been reviewed by Poudre Fire Authority (PFA) and currently meets the needs and requirements of PFA regulations. Emergency access easements are provided with the project.</p>	Complies

### F. DIVISION 3.7 - COMPACT URBAN GROWTH

Applicable Code Standard	Summary of Code Requirement and Analysis	Staff Findings
<b>3.7.3 – Adequate Public Facilities</b>	The proposed project provides adequate service design for water, wastewater, storm drainage, fire and emergency services, and electric facilities. There are no special needs or requirements necessary to serve the development.	Complies



### G. 3.8.30 MULTI-FAMILY AND SINGLE-FAMILY ATTACHED DWELLING DEVELOPMENT STANDARDS

The standards in this section apply to all multi-family developments that contain at least four (4) dwelling units and single-family attached developments that contain at least four (4) dwelling units where there is no reasonably sufficient area for outdoor activities and useable outdoor space on an individual per lot basis. This section is intended to promote variety in building form and product, visual interest, access to parks, pedestrian-oriented public or private streets and compatibility with surrounding neighborhoods.

Applicable Code Standard	Summary of Code Requirement and Analysis	Staff Findings
<b>3.8.30(B)(1)(2)(3)(4) – Mix of Housing Types</b>	<p>A complete range of the permitted housing types is encouraged in a neighborhood and within any individual development plan, to the extent reasonably feasible, depending on the size of the parcel. A minimum of two (2) housing types is required on any development parcel sixteen (16) acres or larger.</p> <ul style="list-style-type: none"> <li>• One housing type is provided – Multi-family dwelling. The site is approximate 0.67 acres in size, and therefore there is no specific requirement for more than one housing type.</li> <li>• The site is layout is arranged in such a way that entrances are oriented towards connecting walkways and the adjacent streets to the extent feasible while also forming boundaries for the internal central gathering place.</li> </ul>	Complies
<b>3.8.30(C) – Access to a Park, Central Feature or Gathering Place</b>	<p>At least ninety (90) percent of the dwellings in all development projects containing two (2) or more acres shall be located within 1,320 feet (¼ mile) of either a neighborhood park, a privately owned park or a central feature or gathering place that is located either within the project or within adjacent development, <u>which distance shall be measured along street frontage</u> without crossing an arterial street.</p> <p>For projects greater than five (5) acres and less than ten (10) acres, <u>the private park</u> must be a minimum of five thousand (5,000) square feet.</p> <ul style="list-style-type: none"> <li>• The standards do not apply as the development is below 2 acres.</li> </ul>	NA
<b>3.8.30(D) – Block Requirements</b>	<p>Each multi-family project must be developed as a series of complete blocks bounded by public or private streets. Natural areas, irrigation ditches, high-voltage power lines, operating railroad tracks and other similar substantial physical features may form up to two (2) sides of a block. Blocks must be 7 acres or less in size. Buildings, plazas, or other functional open space must comprise 40% of each block side or 50% of the block faces of the total block.</p> <ul style="list-style-type: none"> <li>• The proposed project is on a block less than 7 acres in size and if formed by the exiting street frontage and lot layout of the Maxfield subdivision.</li> </ul>	Complies
<b>3.8.30(E) – Buildings</b>	<p>This section mainly discusses multifamily building setbacks from streets. A minimum setback from the right-of-way along an arterial street must be fifteen (15) feet and along a nonarterial street must be nine (9) feet.</p> <ul style="list-style-type: none"> <li>• The existing building complies with the required front yard setback along S Shields St. and aligns with the contextual setback of the adjacent properties. All new construction is behind the existing building.</li> </ul>	Complies

<p><b>3.8.30(F)(1) – Design Standards for Multi-Family Dwellings...</b></p>	<p>3.8.30(F)(1) requires a minimum 25-foot buffer yard along the property line of abutting existing single- and two-family dwellings. None of the property lines of the project directly abut single-family or two-family dwellings.</p> <p>This provision shall not apply the Neighborhood Conservation Buffer (NCB) district and the Neighborhood Conservation Medium Density (NCM) district.</p>	<p>N/A</p>
<p><b>3.8.30(F)(2) – Variation Among Buildings</b></p>	<p>For any development containing at least three (3) and not more than five (5) buildings (excluding clubhouses/leasing offices), there shall be at least two (2) distinctly different building designs. For any such development containing more than five (5) buildings (excluding clubhouses/leasing offices), there shall be at least three (3) distinctly different building designs. For all developments, there shall be no similar buildings placed next to each other along a street, street-like private drive or major walkway spine. Building designs shall be considered similar unless they vary significantly in footprint size and shape. Building designs shall be further distinguished by including unique architectural elevations and unique entrance features within a coordinated overall theme of roof forms, massing proportions and other characteristics. Such variation among buildings shall not consist solely of different combinations of the same building features.</p>	<p>N/A</p>
<p><b>3.8.30(F)(3) – Variation of Color</b></p>	<p>The project meets the color variation requirements for multi-family buildings, which shall feature a palette of muted colors, earth tone colors, natural colors found in surrounding landscape or colors consistent with the adjacent neighborhood.</p> <p>For any such development containing more than 56 dwelling units, there shall be at least 3 distinct color schemes used on structures throughout the development. For all developments, there shall be no more than 2 similarly colored structures placed next to each other along a street or major walkway spine.</p> <ul style="list-style-type: none"> <li>• As mentioned previously in the staff report under the 3.5.1 comments, the color scheme is compatible with colors found within the adjacent developments.</li> </ul>	<p>N/A</p>
<p><b>3.8.30(F)(4) – Entrances</b></p>	<p>This section has to do with enhancing the visibility of entrances through the use of architectural elements and landscaping.</p> <ul style="list-style-type: none"> <li>• The proposed architecture emphasizes building entry points with an overhanging canopy element to create a porch-like appearance for the entry. These entry areas also include space for covered bicycle parking and adjacent landscaping.</li> </ul>	<p>Complies</p>
<p><b>3.8.30(F)(5) – Roofs</b></p>	<p>Roofs. Roof lines may be either sloped, flat or curved, but must include at least two (2) of the following elements:</p> <p>(a) The primary roof line shall be articulated through a variation or terracing in height, detailing and/or change in massing.</p> <p>(b) Secondary roofs shall transition over entrances, porches, garages, dormers, towers or other architectural projections.</p> <p>(c) Offsets in roof planes shall be a minimum of two (2) feet in the vertical plane.</p> <p>(d) Termination at the top of flat roof parapets shall be articulated by design details and/or changes in materials and color.</p> <p>(e) Rooftop equipment shall be hidden from view by incorporating equipment screens of compatible design and materials.</p> <ul style="list-style-type: none"> <li>• This standard is met by incorporating shed and gable end roofs with similar slopes found in the neighborhood.</li> </ul>	<p>Complies</p>

<b>3.8.30(F)(6) – Facades and Walls</b>	<p>Each multi-family dwelling shall be articulated with projections, recesses, covered doorways, balconies, covered box or bay windows and/or other similar features, dividing large facades and walls into human-scaled proportions similar to the adjacent single- or two-family dwellings, and shall not have repetitive, undifferentiated wall planes. Building facades shall be articulated with horizontal and/or vertical elements that break up blank walls of forty (40) feet or longer. Facade articulation may be accomplished by offsetting the floor plan, recessing or projection of design elements, change in materials and/or change in contrasting colors. Projections shall fall within setback requirements.</p> <ul style="list-style-type: none"> <li>• The buildings are articulated with recessed and projecting elements, including changes in wall planes.</li> <li>• Window groupings are used effectively and add articulation and interest to all sides of the buildings. First floor windows and entry canopies provide additional visual interest.</li> </ul>	Complies
<b>3.8.30(F)(7) – Colors and Materials</b>	<p>Colors of nonmasonry materials shall be varied from structure to structure to differentiate between buildings and provide variety and individuality. Colors and materials shall be integrated to visually reduce the scale of the buildings by contrasting trim, by contrasting shades or by distinguishing one (1) section or architectural element from another. Bright colors, if used, shall be reserved for accent and trim.</p> <ul style="list-style-type: none"> <li>• As discussed in 3.5.1, the color scheme and building materials provide design variation within the district.</li> <li>• Lap siding is used as the primary materials for the building. These materials include contrasting, coordinated colors. Complementary trim colors on windows and corner areas are also used to provide effective variation, interest, and scale within the building color scheme.</li> </ul>	Complies

## 4. Land Use Code Article 4

### A. DIVISION 4.9 – NEIGHBORHOOD CONSERVATION, BUFFER DISTRICT (NCB)

The NCB zone district was created in 1997 as an implementation of the City’s comprehensive plan and has been re-established in subsequent updates.

Applicable Code Standard	Summary of Code Requirement and Analysis	Staff Findings
<b>4.9(A) - Purpose</b>	<p>This Section states: <i><b>Purpose.</b> The Neighborhood Conservation, Buffer District is intended for areas that are a transition between residential neighborhoods and more intensive commercial-use areas or high traffic zones that have been given this designation in accordance with an adopted subarea plan.</i></p>	Complies as a part of the overall existing development
<b>4.9(B) - Permitted Uses</b>	<p>Multi-family dwellings containing more than four (4) dwelling units per building at a density of up to twenty-four (24) dwelling units per acre, provided that such multi-family building is located within a street-fronting principal building are permitted with review and a public hearing by an administrative hearing officer.</p>	Complies
<b>4.9(D)(5) - Allowable Floor Area on Rear Half of Lots</b>	<p>This standard limits floor area on the rear half of a lot to 33 percent of the rear half lot area.</p> <ul style="list-style-type: none"> <li>• This lot has an allowable rear floor area of 4,810 sq ft. The proposed building totals 4,748 sq ft on the rear half.</li> </ul>	Complies

Applicable Code Standard	Summary of Code Requirement and Analysis	Staff Findings
<b>4.9(D)(6) Dimensional Standards</b>	<ul style="list-style-type: none"> <li>• The minimum lot width for lands located within the West Central Neighborhood Plan Subarea and south of University Avenue shall be eighty-five (85) feet. The lot is 102.6 feet.</li> <li>• The minimum front and side yard setbacks for lands located within the West Central Neighborhood Plan Subarea and south of University Avenue and abutting Shields Street shall be sixty (60) feet. The existing building is set back more than 60 feet.</li> <li>• Rear setback exceeds 15 foot minimum.</li> <li>• Side setbacks exceed the 5 foot minimum.</li> <li>• Does not exceed the maximum building height of 3 stories. The proposed addition is 2 stories.</li> </ul>	Complies
<b>4.9(E)(2) Development Standards</b>	<p>Multi-Family Dwellings, Mixed-Use and Non-Residential Buildings. Multi-family and mixed-use dwellings and non-residential buildings shall comply with the standards set forth in Figure 17.9.</p> <ul style="list-style-type: none"> <li>• Building is 2 stories.</li> <li>• Front Yard Setback exceeds 60 ft.</li> <li>• Rear Yard Setback exceeds 15 ft.</li> <li>• Side Yard Setbacks exceeds 5 ft.</li> <li>• North façade shading setback NA.</li> <li>• Main entry faces S Shields St. and includes a covered porch area.</li> <li>• Demonstrates blockface compatibility through roof articulation, materials, and contextual datum lines.</li> <li>• Parking is behind the building.</li> </ul>	Complies

## 5. Findings of Fact/Conclusion

In evaluating the request for Snow Ridge Apartments #PDP230014, staff makes the following findings of fact and conclusions:

1. By demonstrating compliance with the specific standards and regulations of the Land Use Code through the submittal materials for the Project Development Plan, this project satisfies and aligns with the purpose and spirit of the Code, as stated in Section 1.2.2.
2. The Project Development Plan/Final Development Plan complies with the applicable procedural and administrative requirements of Article 2 of the Land Use Code.
3. The plan complies with pertinent standards located in Article 3 – General Development Standards.
4. The plan complies with Division 4.9 - Neighborhood Conservation, Buffer District in Article 4.

## 6. Recommendation

Staff recommends that the Hearing Officer approve Snow Ridge Apartments #PDP230014 based on the Findings of Fact and supporting explanations found in the staff report.

## 7. Attachments

1. Applicant Narrative
2. Site Plan and Landscape Plans
3. Architectural Plans and Elevations
4. Lighting Plans
5. Utility Plans
6. Plat
7. Traffic Narrative
8. Landmark Eligibility Findings
9. Drainage Report
10. Soils Report
11. Staff Presentation