

Conceptual Review Agenda

Schedule for 05/06/21

Meetings hosted via Zoom Web Conferencing

Thursday, May 6, 2021

Time	Project Name	Applicant Info	Project Description	
10:15	520 N Sherwood St Unit 12 Extra Occupancy CDR210035	Thomas Griggs 970-988-5820 thomas.griggs@unco.edu	This is a request to permit an extra occupancy rental house use within an existing single-family attached dwelling at 520 N Sherwood St, Unit 12 (parcel #9711163012). The proposal is for five occupants total including the property owner. Access is taken from N Sherwood St to the north. The property is within the Low Density Mixed-Use Neighborhood (LMN) zone district and is subject to Administrative (Type 1) Review.	Planner: Will Lindsey Engineer: Marc Virata DRC: Todd Sullivan

520 N Sherwood Unit 12 Extra Occupancy



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CONCEPTUAL REVIEW:
APPLICATION**General Information**

All proposed development projects begin with Conceptual Review. Anyone with a development idea can schedule a Conceptual Review meeting to get feedback on prospective development ideas. At this stage, the development idea does not need to be finalized or professionally presented. However, a sketch plan and this application must be submitted to City Staff prior to the Conceptual Review meeting. The more information you are able to provide, the better feedback you are likely to get from the meeting. Please be aware that any information submitted may be considered a public record, available for review by anyone who requests it, including the media. The applicant acknowledges that they are acting with the owner's consent.

Conceptual Reviews are scheduled on three Thursday mornings per month on a "first come, first served" basis and are a free service. One 45 meeting is allocated per applicant and only three conceptual reviews are done each Thursday morning. A completed application must be submitted to reserve a Conceptual Review time slot. **Complete applications and sketch plans must be submitted to City Staff on Thursday, no later than end of day, two weeks prior to the meeting date.** Application materials must be e-mailed to currentplanning@fcgov.com. If you do not have access to e-mail, other accommodations can be made upon request.

At Conceptual Review, you will meet with Staff from a number of City departments, such as Community Development and Neighborhood Services (Zoning, Current Planning, and Development Review Engineering), Light and Power, Stormwater, Water/Waste Water, Advance Planning (Long Range Planning and Transportation Planning) and Poudre Fire Authority. Comments are offered by staff to assist you in preparing the detailed components of the project application. There is no approval or denial of development proposals associated with Conceptual Review. At the meeting you will be presented with a letter from staff, summarizing comments on your proposal.

BOLDED ITEMS ARE REQUIRED *The more info provided, the more detailed your comments from staff will be.*

Contact Name(s) and Role(s) (Please identify whether Consultant or Owner, etc) _____
Tom Griggs (owner of townhouse in question)

Business Name (if applicable) _____

Your Mailing Address 520 N. Sherwood St., Unit 12, Fort Collins, CO 80521-2099

Phone Number (970) 988-5820 **Email Address** thomas.griggs@unco.edu

Site Address or Description (parcel # if no address) Same as above

Description of Proposal (attach additional sheets if necessary) Please see attached description.

Proposed Use Residential **Existing Use** Residential

Total Building Square Footage n/a **S.F. Number of Stories** n/a **Lot Dimensions** n/a

Age of any Existing Structures 21 years

Info available on Larimer County's Website: <http://www.co.larimer.co.us/assessor/query/search.cfm>

If any structures are 50+ years old, good quality, color photos of all sides of the structure are required for conceptual.

Is your property in a Flood Plain? ☐ Yes ☒ No If yes, then at what risk is it? _____

Info available on FC Maps: <http://gisweb.fcgov.com/redirect/default.aspx?layerTheme=Floodplains>.

Increase in Impervious Area None **S.F.**
(Approximate amount of additional building, pavement, or etc. that will cover existing bare ground to be added to the site)

Suggested items for the Sketch Plan:

Property location and boundaries, surrounding land uses, proposed use(s), existing and proposed improvements (buildings, landscaping, parking/drive areas, water treatment/detention, drainage), existing natural features (water bodies, wetlands, large trees, wildlife, canals, irrigation ditches), utility line locations (if known), photographs (helpful but not required). Things to consider when making a proposal: How does the site drain now? Will it change? If so, what will change?

Description of Proposal

I am wondering whether it's possible for my townhouse to qualify for an extra occupancy permit. I was directed to the Zoning Department by Neighborhood Services, then from Senior Zoning Inspector Arlo Schumann, to initiate a Conceptual Review application. This document is a supplemental page to my application for Conceptual Review.

From what I have read so far, looking online and at the FAQs related to this process, my townhouse is in the LMN zone. It is Unit #12 located at 520 N. Sherwood St., Fort Collins, immediately south of Martinez Park, in River Rock Commons Cohousing. Through my efforts thus far, I have been given to understand that an "Extra Occupancy Permit" is what I am requesting, specifically.

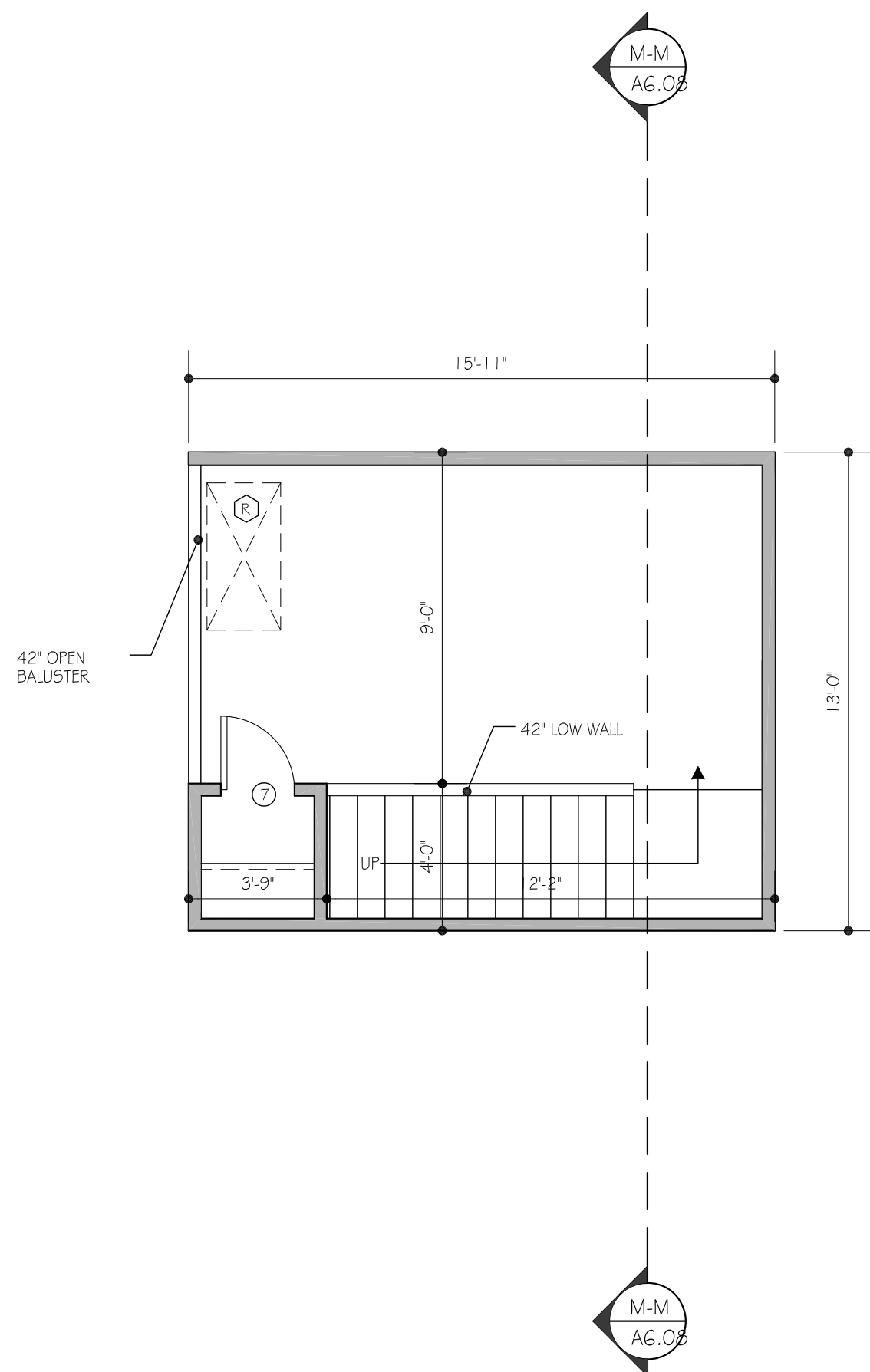
I want to explain a little of the particular context in this case, so you can be sure you give me appropriate advice, and to ensure that I am following the correct procedures to determine whether I am eligible for such a permit.

My family and I were the original occupants of the townhouse in question (in 2000), and we have occupied it ever since. We have changed and grown as a family since we first occupied this property. Currently, I have my adult son and daughter-in-law living with me and plan to have one other unrelated adult living here as of April 21, 2021. I understand from recent conversations and correspondence with Neighborhood Services that this is in compliance with Fort Collins' Maximum Occupancy Ordinance.

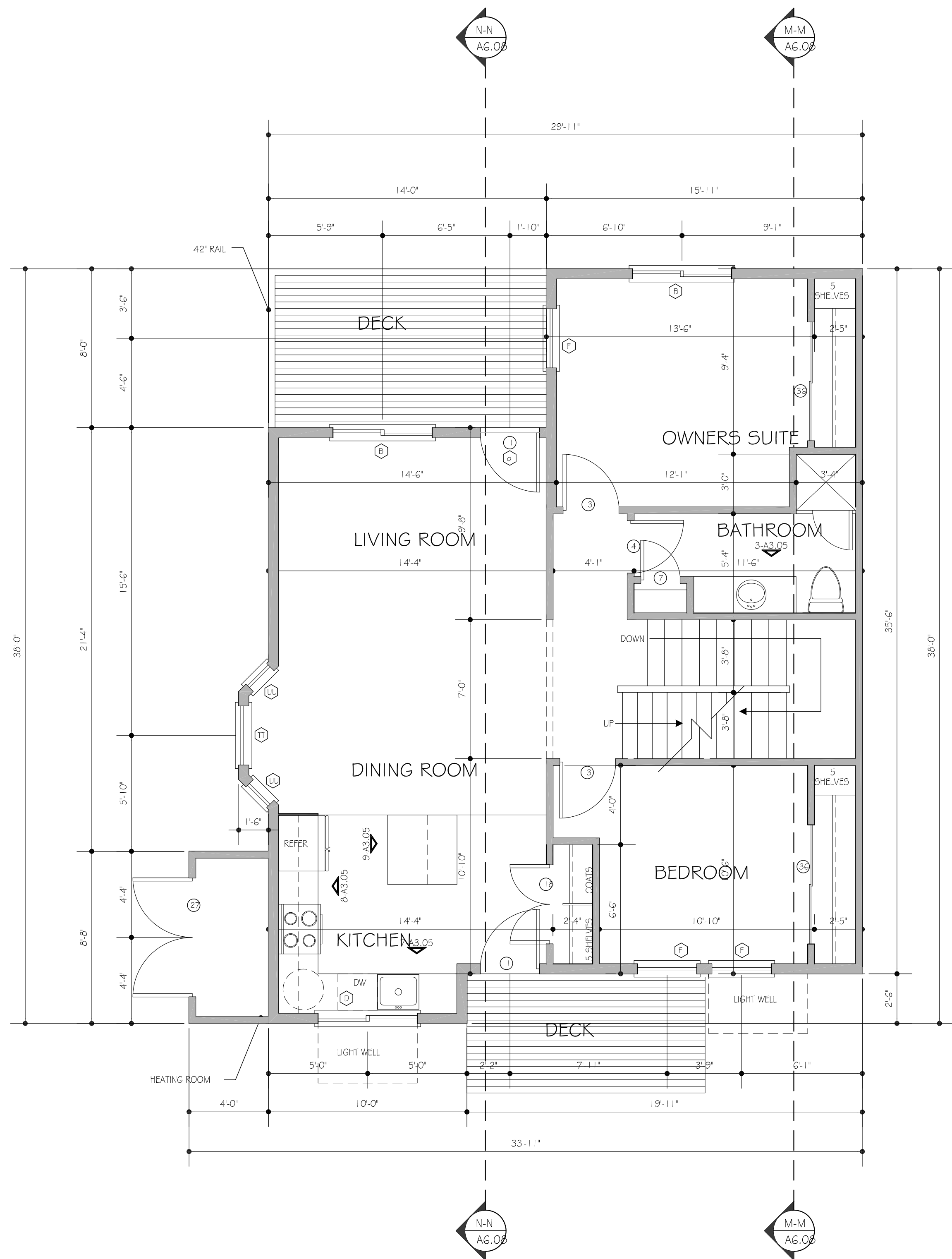
My townhouse has 5 bedrooms (3 downstairs) and 2 bathrooms (1 downstairs). All construction has been appropriately permitted and approved, to the best of my knowledge. There is certainly adequate space for five people to reside here so that such an arrangement would comply with the spirit, if not the letter, of the ordinance. So, I am just wondering how much flexibility I have here with respect to the relevant issues. There is no—and will not be—any over-occupancy in terms of reasonable comfortability or overcrowding, as far as the physical capacity of our home, parking spaces, etc., are concerned.

The income from renting an additional room (about \$650 per month) is very meaningful to me, now that I am retired. Clearly, however, I don't want to violate the ordinance and put myself or anyone else in legal jeopardy by exceeding the maximum occupancy limitations (hence, this application). Will such a review be "subject to a Type 1, administrative public hearing"?

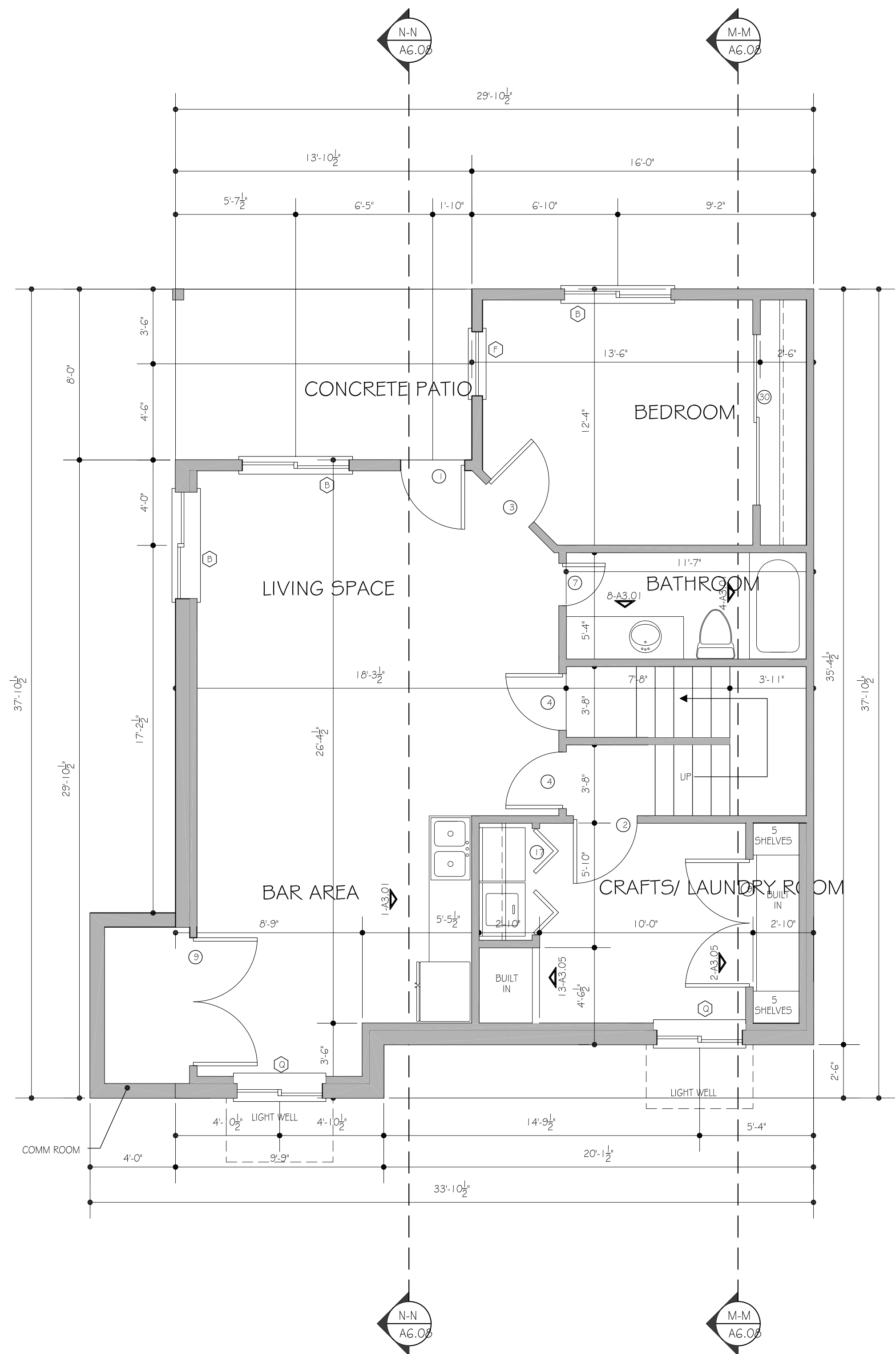
I have no plans to modify my townhouse in any way (i.e., no "development," remodeling, or new construction of any kind is planned). So, I don't believe I will need to have any plans approved or anything of that kind. It is my understanding that the townhouse complex in which I reside, River Rock Commons Cohousing, is already completely built and zoned and permitted appropriately, according to city ordinances.



1 B UNIT #30 LOFT PLAN
SCALE: 1/4" = 1'-0"



2 B UNIT #30 MAIN FLOOR PLAN
SCALE: 1/4" = 1'-0"



3 B UNIT #30 BASEMENT PLAN
SCALE: 1/4" = 1'-0"

A2.03.1

REVISIONS:

 DATE: 12/27/98

JARDINE

211 Jefferson
 Fort Collins, CO 80524
 970.416.7431
 1.868.416.7431
 Fax: 970.416.7435
 Email: Mikal@Architex.com
 http://www.Architex.com

MTA
 M. Torgerson
 Architects

RIVER ROCK COHOUSING
 CHERRY STREET
 FORT COLLINS, COLORADO
 PROJECT NUMBER: