

Conceptual Review Agenda

Schedule for 01/19/23

Meetings hosted via Zoom Web Conferencing

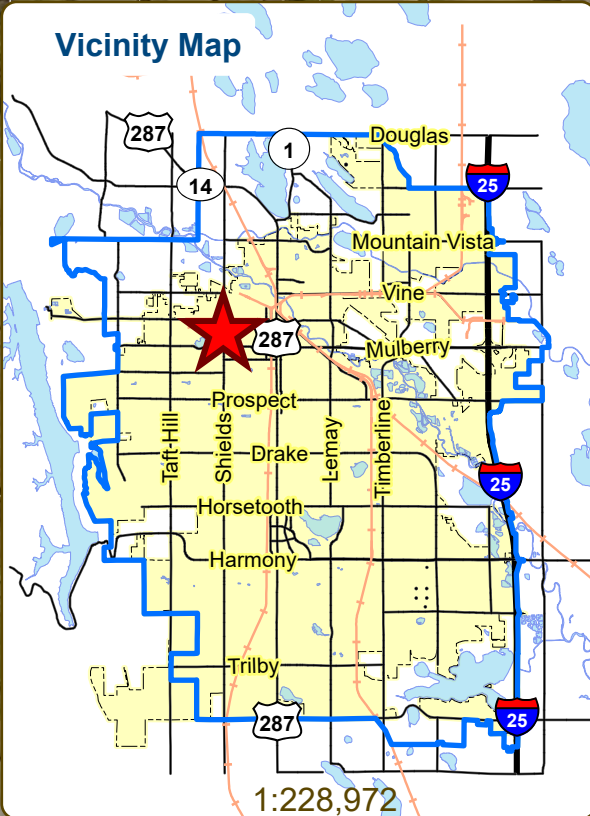
Thursday, January 19, 2023

Time	Project Name	Applicant Info	Project Description	
9:15	Carriage House at 113 N Shields CDR230003	Paul Crosby 970-218-8714 datch3d@msn.com	This is a request for approval of a carriage house at 113 N Shields St. (parcel # 9710405020). The applicant proposes to convert existing accessory building with habitable space to a carriage house. Access is taken from N Shields St to the east. The site is approximately 0.08 miles south of Laporte Ave. and directly west of N Shields St. The property is within the Neighborhood Conservation, Low Density District (N-C-L) zone district and the project would be subject to Administrative (Type 1) Review.	Planner: Katelyn Puga Engineer: Tim Dinger DRC: Todd Sullivan

Carriage House at 113 N Shields

Carriage House

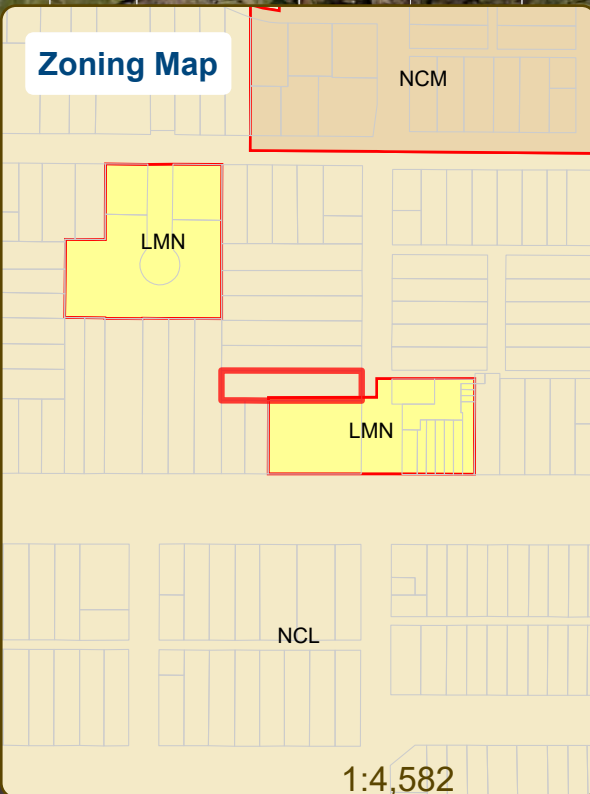
Vicinity Map



Aerial Site Map



Zoning Map





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) _____

Business Name (if applicable) _____

Your Mailing Address _____

Phone Number _____ Email Address _____

Site Address or Description (parcel # if no address) _____

Description of Proposal (attach additional sheets if necessary) _____

Proposed Use _____ Existing Use _____

Total Building Square Footage _____ S.F. Number of Stories _____ Lot Dimensions _____

Age of any Existing Structures _____

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 _____ 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?

Attachment A
Conceptual Review Description – 113 N Shields ADU

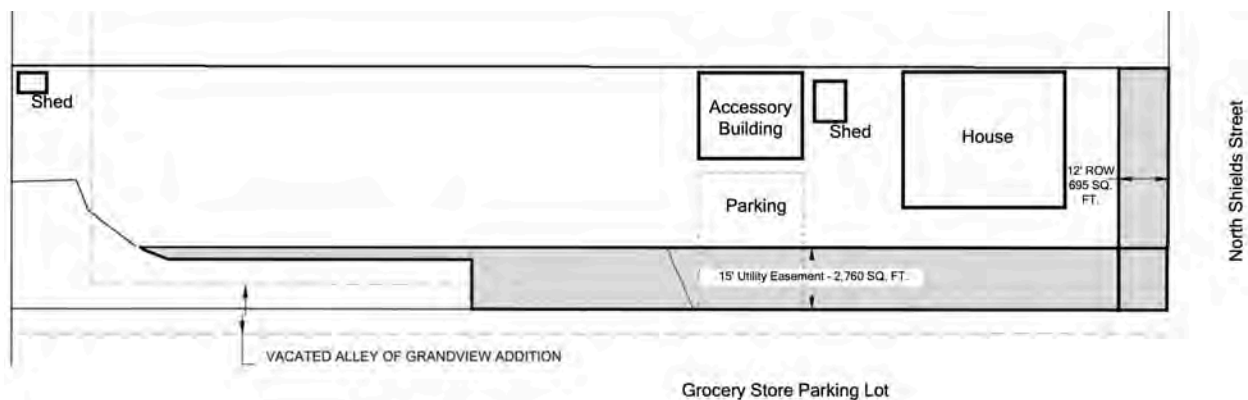
Property Location

113 N Shields
 Fort Collins, CO 80521

Existing Use

Existing Use: Accessory Dwelling Unit with Habitable Space

Property Owner: Paul & Tiffany Crosby



The accessory dwelling was originally constructed on or about 1949. In 1979, the garage was converted into an accessory dwelling unit (ADU) with habitable space to be used as a classroom. The ADU conversion included a bathroom, kitchen, water, sewer, heat and electricity. The conversion complied with the adopted building codes at that time.

We would like to convert the ADU with Habitable Space into a Carriage House. The conversion will be from the existing studio to a one bedroom.

Existing Building Information as Recorded with Larimer County

Property Type:	Residential
Built As:	Ranch
Occupancy:	Converted House
Year Built from:	1949
Exterior:	Frame Siding
Interior:	Drywall
Heat	Electric Baseboard
Roof Type:	Hip
Roof Cover:	Composition Shingle
Foundation:	Concrete

Rooms:	1
Baths:	1
Units:	1
Stories:	1
Total Sq Ft:	502

Existing Building Photos

In late 2019 the ADU was “bumped” by a car which damaged the south-east corner of the building. A claim was filed with State Farm and on June 29, 2020, permit B2006537 was issued to repair the damage. The following are photographs of the building pre-repair.

West Side Pre-Repair



South Side Pre-Repair



East Side Pre-Repair



North Side Pre-Repair



The pictures below are of the building mid-repair. The repair was put on hold following the decision to convert the ADU onto a Carriage House. A new permit will be submitted following approval to convert the ADU into a Carriage House.

West Side Mid-Repair



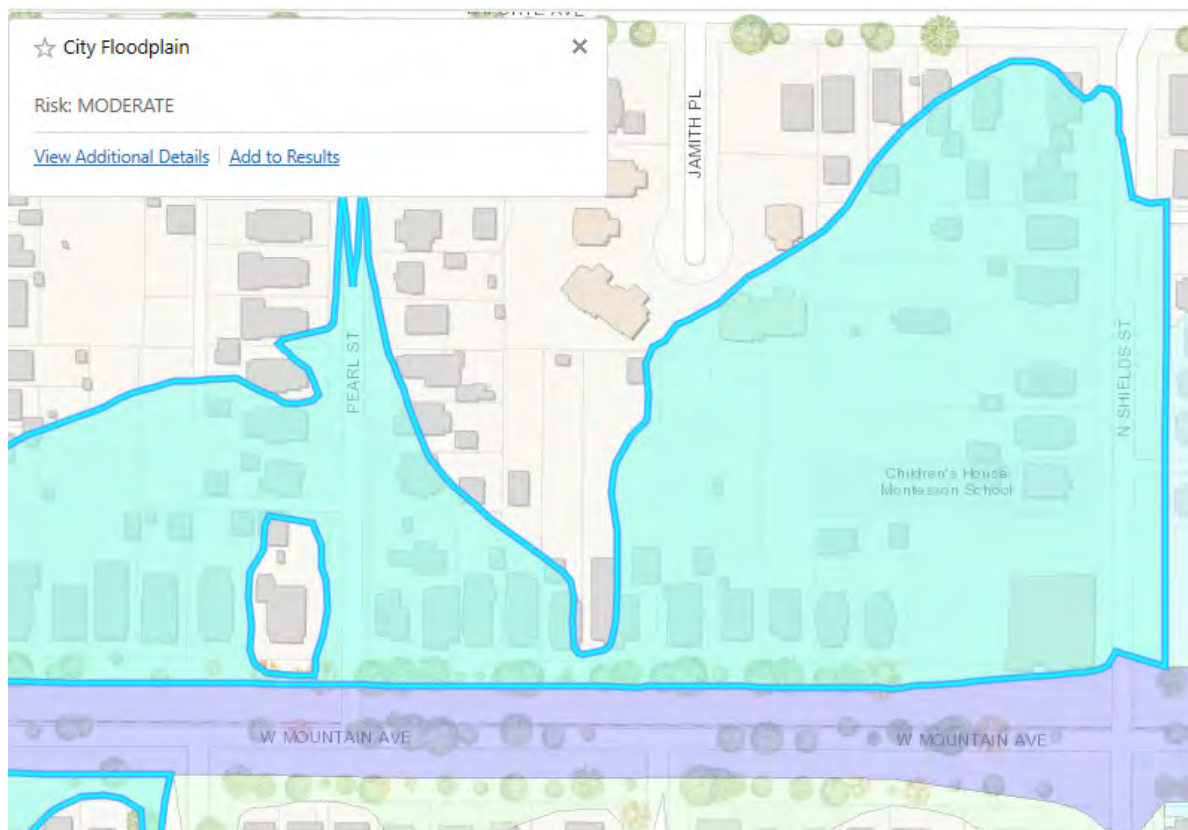
South/East Side Mid-Repair



North Side Mid-Repair



Floodplain – Moderate

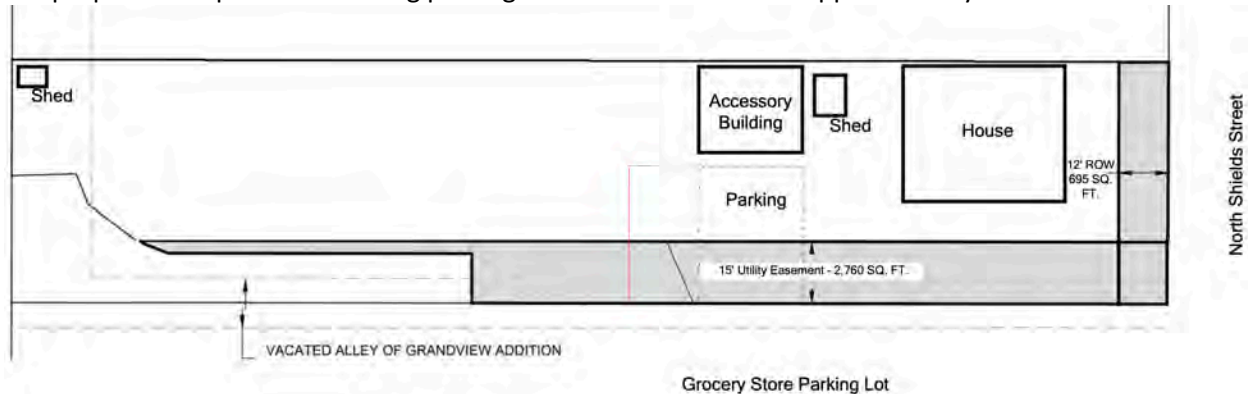


Proposed Use

Proposed Use:

We are proposing to convert the existing Accessory Dwelling Unit with Habitable Space into a Carriage House. The existing Accessory Dwelling Unit has a kitchen, bathroom, heating, electricity, water and sewer. The conversion will be from a studio to a one bedroom.

We propose to expand the existing parking to the west as denoted approximately in red below.



The existing Accessory Dwelling Unit already utilizes the water and sewer services from the primary dwelling.

A separate electric service and meter will be installed for the Carriage House. The building will be all electric. Building heat will be provided by electric radiant panels. Domestic water will be heated by an electric on-demand tankless water heater.

A fire sprinkler system will be installed in the Carriage House.

The Carriage House will provide everything required for a dwelling including heating, cooking, bathing and sleeping. The Carriage House will meet the current adopted IRC building codes per the type of rooms proposed.

Existing trees will be protected and will not be removed as part of the conversion to a Carriage House.

This project is not proposing changes to existing improvements. The following will continue as they currently exist:

- Site boundaries, grading and drainage,
- Building size and location,
- Natural features,
- Utility line locations, and
- Landscaping