

# Conceptual Review Agenda

Meetings hosted via Zoom Web Conferencing

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## Review Date

10/5/2023 10:15 AM

## Project Name

Carriage House at 426 E Oak  
CDR230075

## Applicant

Katherine Herr  
970-232-4727  
katherine.acott@gmail.com

## Description

This is a request to build a carriage house dwelling at 426 E Oak St (parcel # 9712315015). The applicant proposes to construct a carriage house dwelling unit on the rear portion of the single family lot. Access is taken from E Oak St to the south and alley to the north. The site is approximately 0.29 miles north of E Mulberry St and directly southwest of Riverside Ave. The property is within the Neighborhood Conservation, Buffer District (N-C-B) zone district and the project would be subject to Administrative (Type 1) Review.

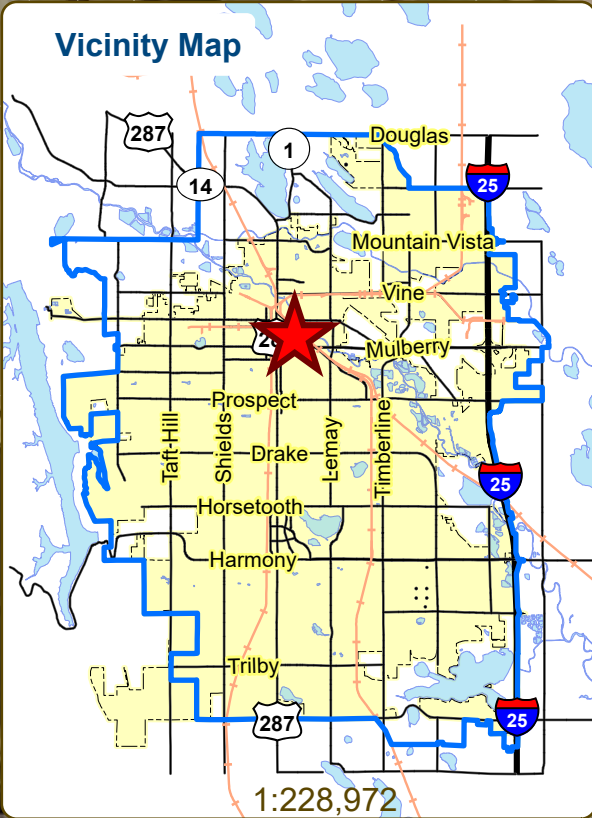
**Planner:** Arlo Schumann

**Engineer:** Sophie Buckingham

**DRC:** Marissa Pomerleau

# Carriage House at 426 E Oak Carriage House Dwelling Unit

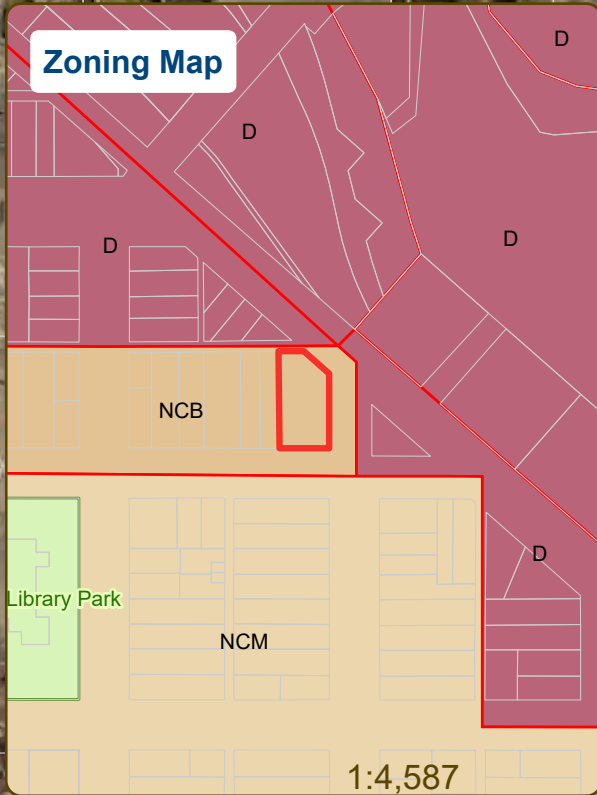
Vicinity Map



Aerial Site Map



Zoning Map



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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 preappmeeting@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? \_\_\_\_\_

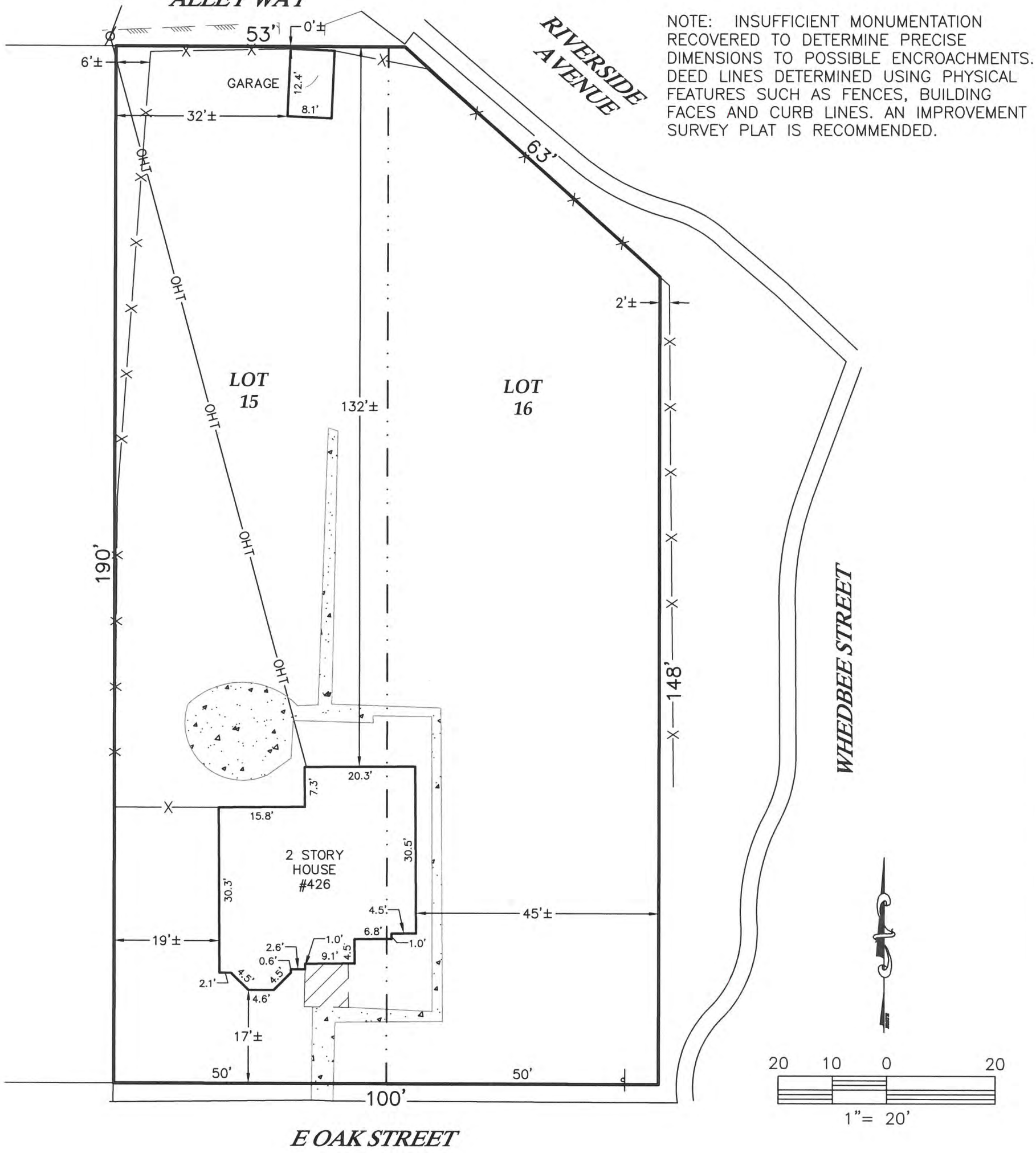
Info available on FC Maps: http://gisweb.fcgov.com/redirect/default.aspx?layerTheme=Floodplains.

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?

# IMPROVEMENT LOCATION CERTIFICATE



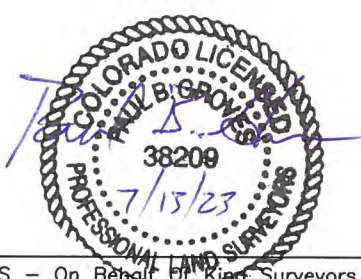
ADDRESS: 426 E OAK STREET, FORT COLLINS, CO.

PROPERTY DESCRIPTION (SOURCE: FROM CLIENT) LOTS 15 AND 16, BLOCK 151, IN THE CITY OF FORT COLLINS, COUNTY OF LARIMER, STATE OF COLORADO.

No title work was provided by our client for the purpose of preparing this Improvement Location Certificate. Only those easements that are on the recorded plat of this subdivision are shown hereon.

I hereby certify that this Improvement Location Certificate was prepared for KATHERINE HERR, that it is not a Land Survey Plat or Improvement Survey Plat, and that it is not to be relied upon for the establishment of fence, building, or other future improvement lines. This certificate is valid only for use by KATHERINE HERR and describes the parcel's appearance on 7/7/2023.

I further certify that the improvements on the above described parcel on this date, 7/7/2023, except utility connections, are entirely within the boundaries of the parcel, except as shown, that there are no encroachments upon the described premises by improvements on any adjoining premises, except as indicated, and that there is no apparent evidence or sign of any easement crossing or burdening any part of said parcel, except as noted.

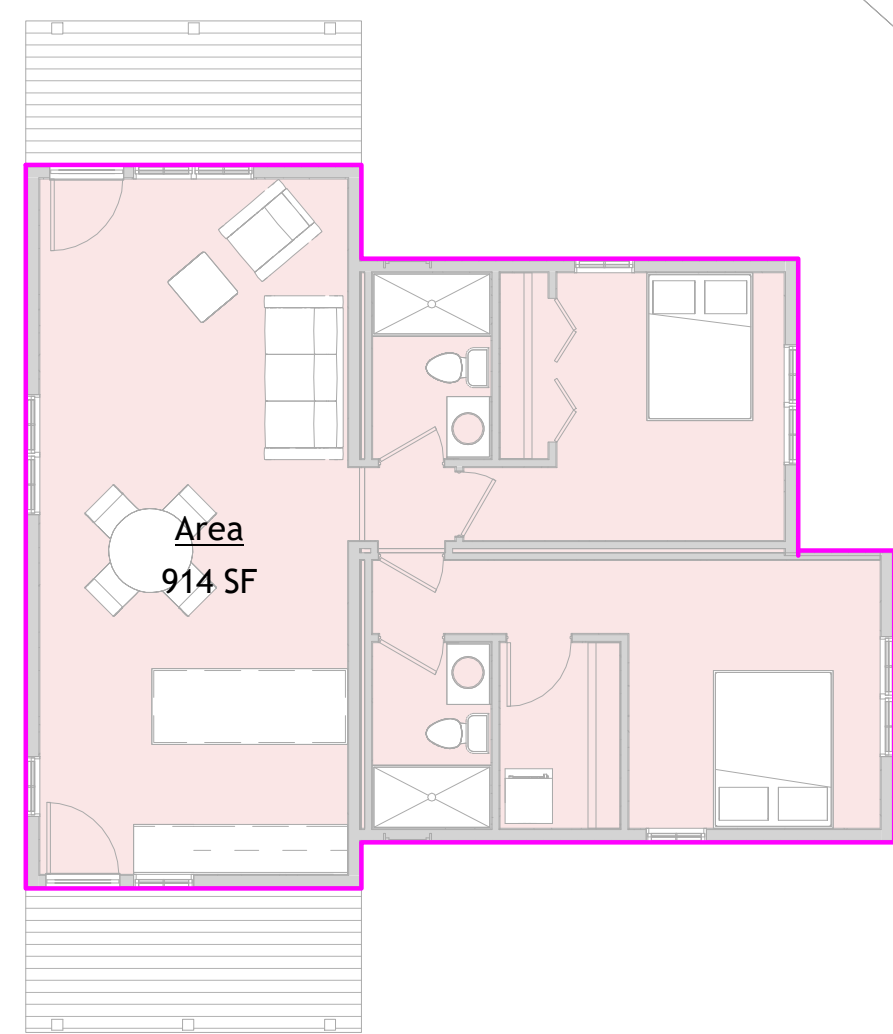


PAUL B. GROVES - On Behalf of King Surveyors  
 COLORADO LICENSED PROFESSIONAL  
 LAND SURVEYOR #38209

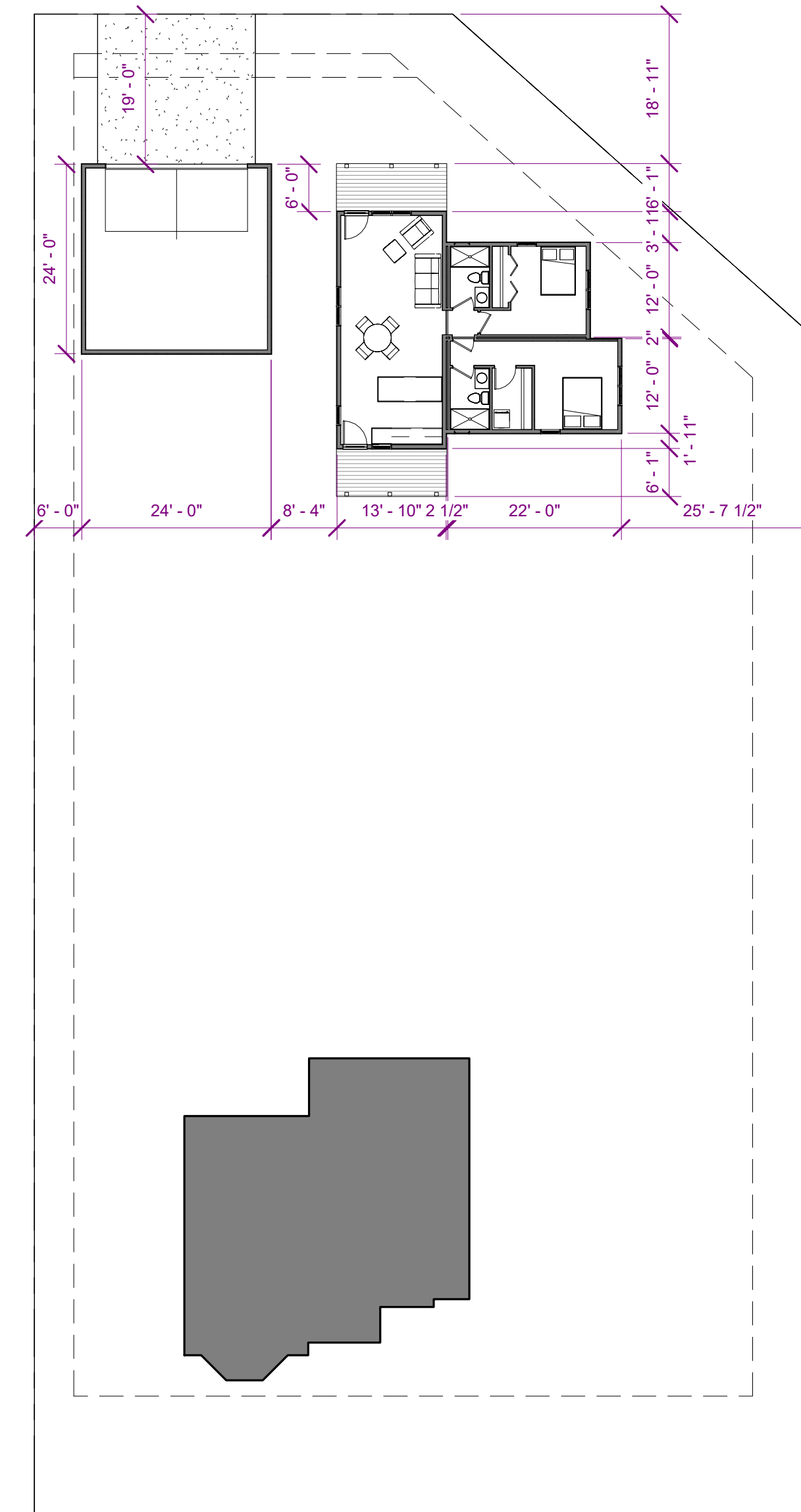


**KING SURVEYORS**  
 650 E. Garden Drive | Windsor, Colorado 80550  
 phone: (970) 686-5011 | fax: (970) 686-5821  
 www.kingsurveyors.com

**PROJECT NO:** 20230320  
**DATE:** 7/11/2023  
**CLIENT:** KATHERINE HERR  
**DWG:** 20230320 ILC  
**DRAWN:** RDS **CHECKED:** PBG



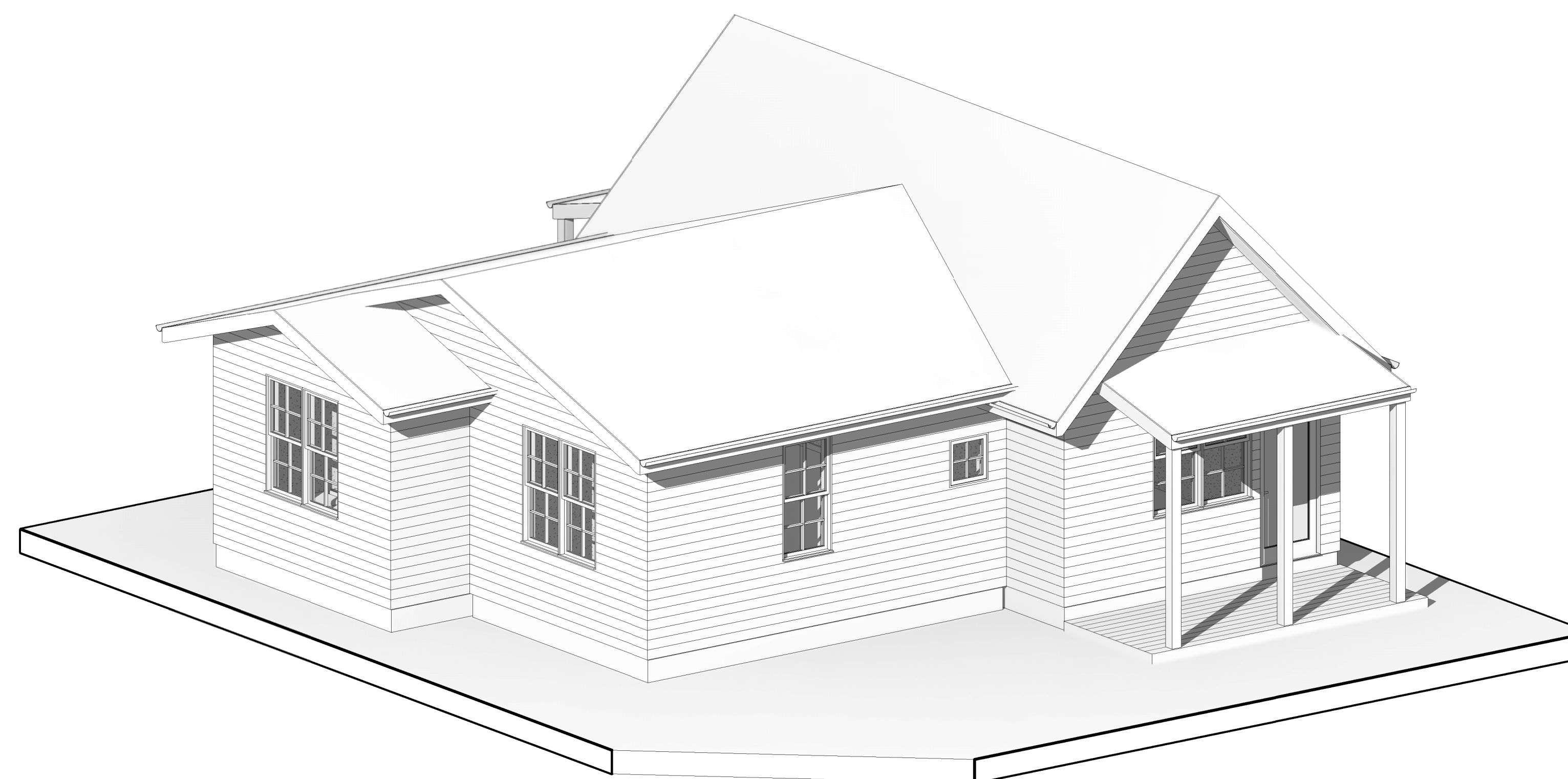
3 Main - Area  
1/8" = 1'-0"



1 Proposed - Site Plan  
1/16" = 1'-0"

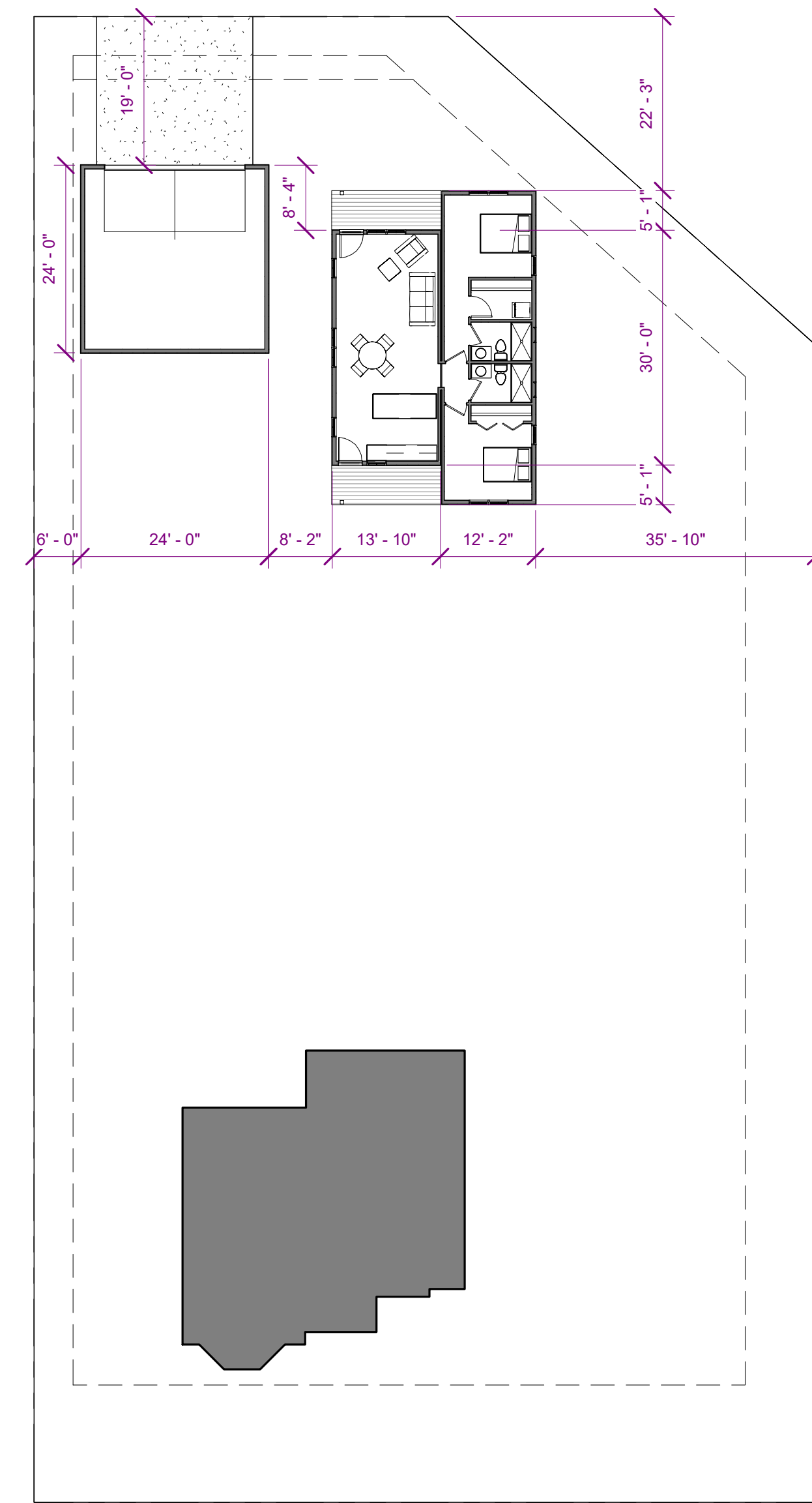


2 Main Floor  
1/4" = 1'-0"

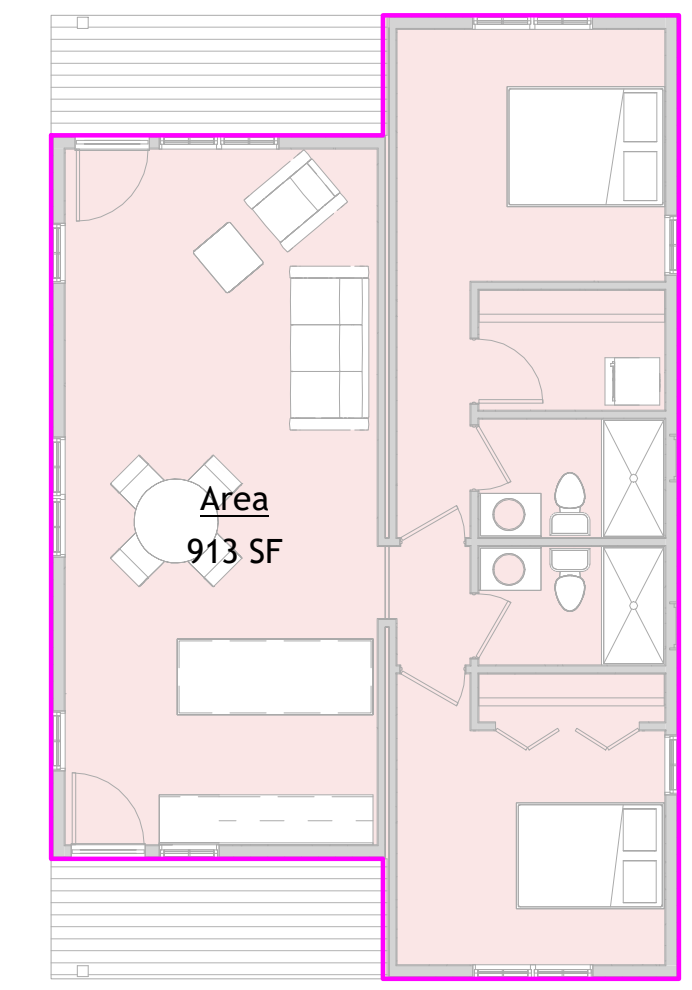


No.	Date	Description
Revision Schedule		
	2023.08.13	Project Issue Date
		Project Status: Concept

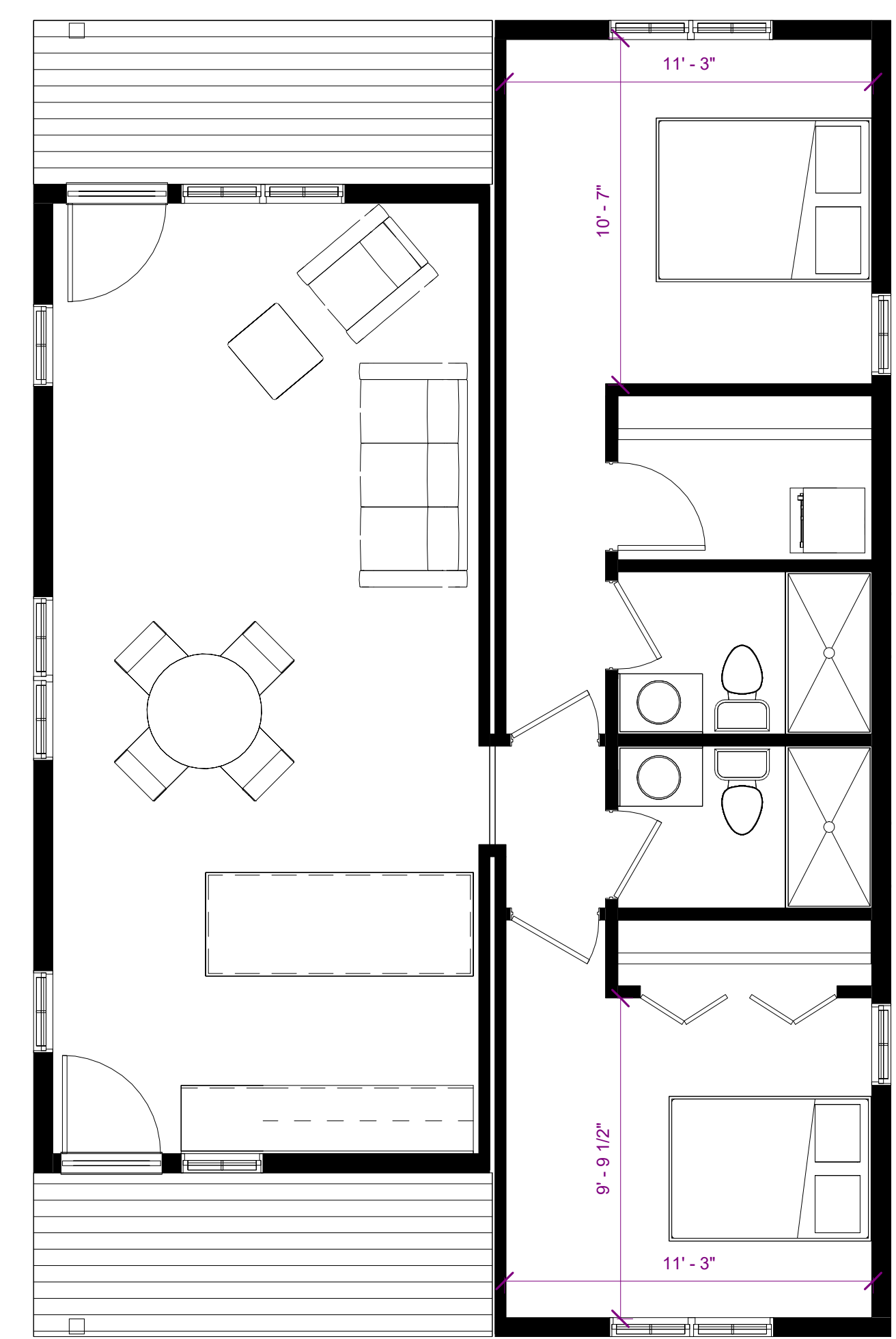
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