

Conceptual Review Agenda

Meetings hosted via Zoom Web Conferencing

Please use the URL and Meeting ID # listed below to join the Review Meeting

Review Date

8/7/2025 10:15 AM

Project Name

ADU at 622 Grant Avenue

CDR250048

Applicant

Shelley LaMastra

970-484-8855

slamastra@rviplanning.com

Planner: Kayla Redd

Engineer: Shawn Mellinger

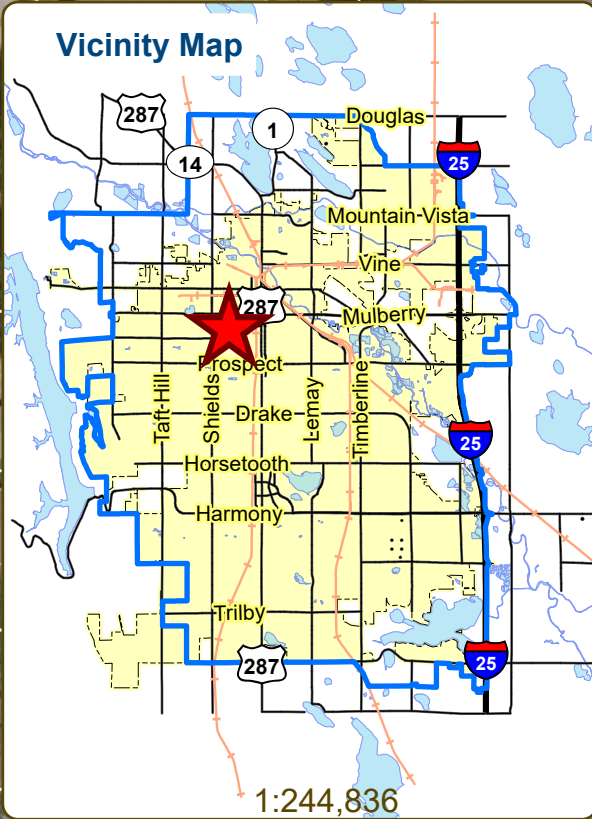
DRC: Marissa Pomerleau

Description

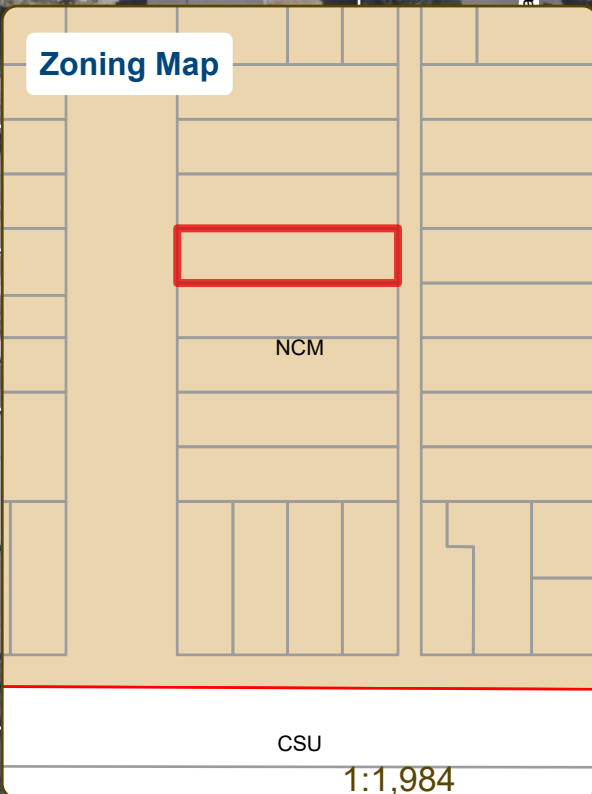
This is a request to develop an Accessory Dwelling Unit (ADU) at 622 S Grant Ave (parcel # 9714211008). The applicant is proposing a detached ADU in the rear of the site. Access can be taken from S Grant Ave to the west. The site is approximately 0.08 mi north of W Laurel St and approximately 0.34 mi east of S Shields Ave. The property is located in the Old Town Medium (OT-B) zone district and the project is subject to a Basic Development Review (BDR).

ADU at 622 Grant Ave- Accessory Dwelling Unit

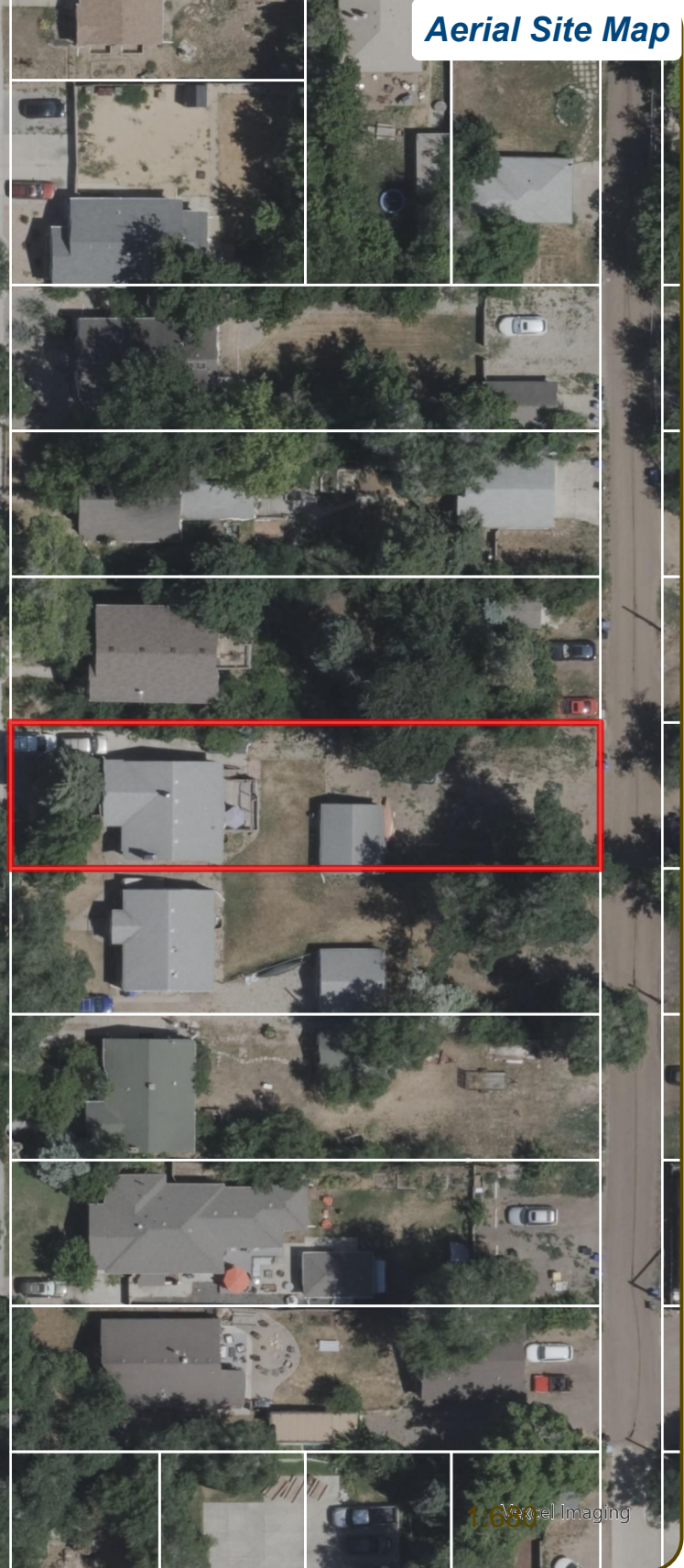
Vicinity Map



Zoning Map



Aerial Site 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) _____

Are you a small business? ☐ Yes ☐ No **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? _____

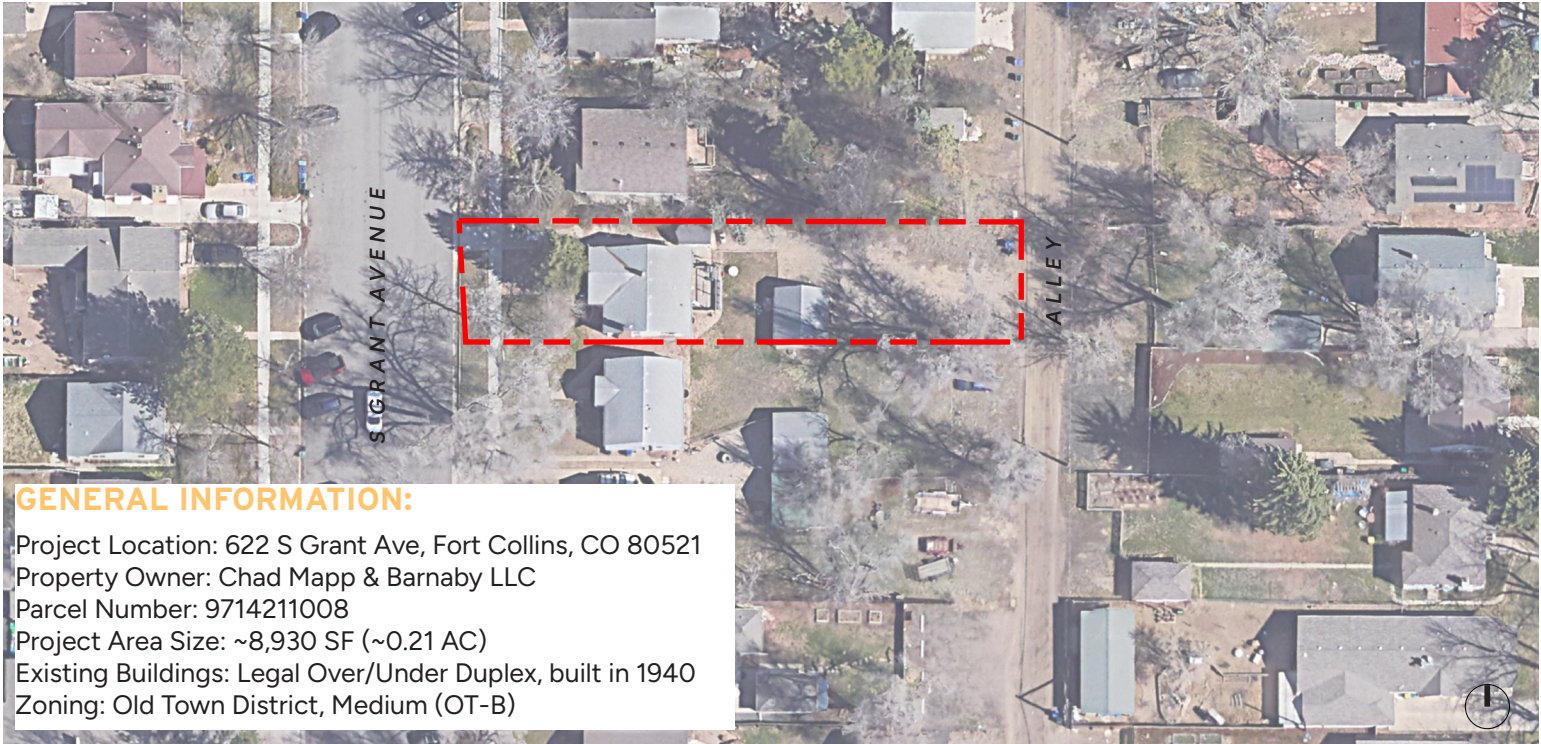
Info available on FC Maps: <http://gisweb.fcgov.com/redirect/default.aspx?layerTheme=Floodplains>.

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?

622 SOUTH GRANT ADU Conceptual Review Narrative



GENERAL INFORMATION:

Project Location: 622 S Grant Ave, Fort Collins, CO 80521
Property Owner: Chad Mapp & Barnaby LLC
Parcel Number: 9714211008
Project Area Size: ~8,930 SF (~0.21 AC)
Existing Buildings: Legal Over/Under Duplex, built in 1940
Zoning: Old Town District, Medium (OT-B)

IMPROVEMENT SURVEY PLAT OF 622 S GRANT AVENUE LOT 8, BLOCK 5, WESTLAWN ADDITION LOCATED IN THE NORTHWEST QUARTER OF SECTION 14, TOWNSHIP 7 NORTH, RANGE 69 WEST OF THE 6TH P.M. CITY OF FORT COLLINS, COUNTY OF LARIMER, STATE OF COLORADO

LEGAL DESCRIPTION

Lot 8, Block 5, Westlawn Addition to the City of Fort Collins, County of Larimer, State of Colorado, as recorded on May 27, 1920 as Reception No. 210285, Larimer County Records.

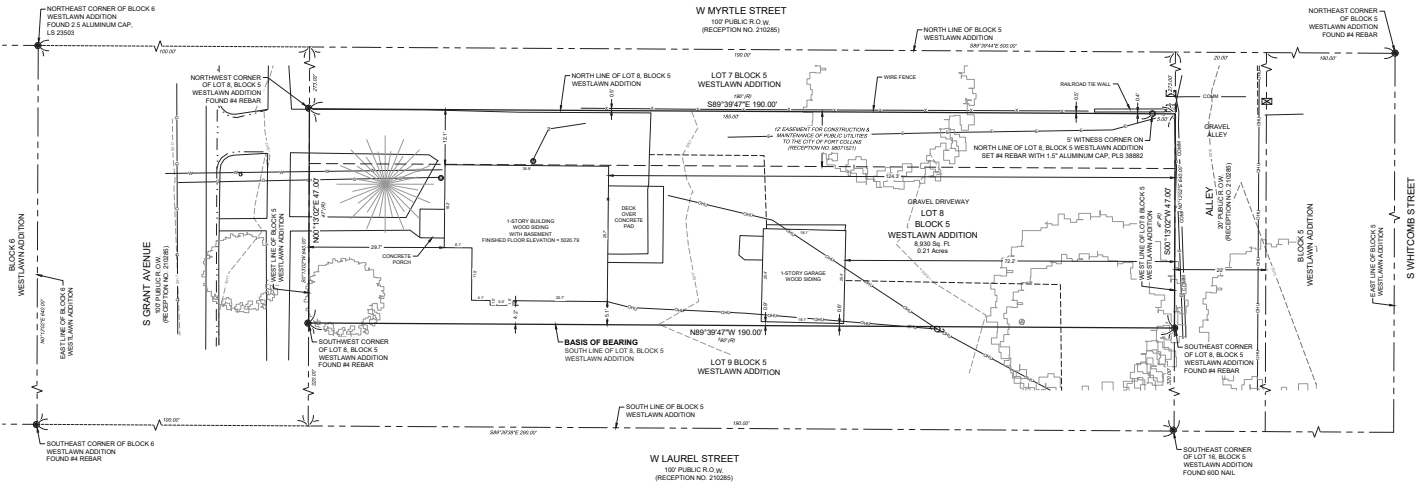
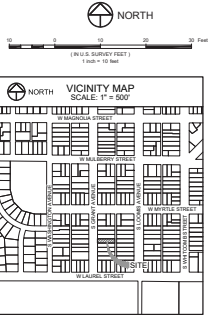


Thomas J. Helgeson
Colorado Professional Land Surveyor No. 38882
For and on behalf of EPS Group, Inc.

SURVEYOR NOTES

- The lineal unit of measurement for this plat is U.S. Survey Feet.
- The Basis of Bearings is the South line of Lot 8 Block 5, WESTLAWN ADDITION, as bearing North 89°39'47" West, being monumented to the West by a #4 rebar, and to the East by a #4 rebar, with all bearings contained herein relative thereto.
- This survey does not constitute a title search by EPS Group, Inc. to determine ownership or easements of record. EPS Group, Inc. relied upon Land Title Guarantee Company. Order No. FCF25213376-2, dated September 4, 2024 at 5:00 P.M. to aid in Easement and Ownership research.
- Subject Property contains 8,930 square feet, or 0.21 acres, more or less.
- Subject Property address: 622 South Grant Avenue, Fort Collins, CO 80521
- Subject Property owner(s): Pamela S. Wyman
- The lineal unit of measure for this survey is U.S. Survey Feet.
- Date of fieldwork: October 1, 2024
- The word "state", "certify", or "certification" as shown and used herein is an expression of professional opinion regarding the facts of the survey, and does not constitute a warranty or guarantee, expressed or implied. DORA Bylaws and Rules (4 CCR 730-1).
- The Professional opinion of the Surveyor is not a determination of law, nor a matter of fact.
- Adjacent property ownership information is per the Larimer County Land Information Locator.
- An encroachment is a legal condition, not a matter of survey, and thus cannot be identified as such by a surveyor. The survey drawing details the deed lines, the lines of possession and displays observed objects or improvements on or near these lines.
- Ownership of fences, if any, was not determined under the scope of this survey.
- It is unlawful under Colorado State Statute to knowingly disturb, deface, remove, or destroy a land survey monument.

LEGEND	
●	FOUND BOUNDARY CORNER MONUMENT
○	AS DESCRIBED
○	SET BOUNDARY CORNER MONUMENT
○	AS DESCRIBED
○	ROLLAD
○	CABLE PNEUMATIC DECIDUOUS SHRUB
○	DECIDUOUS TREE
○	CONIFEROUS TREE
○	UTILITY POLE
○	FIBER OPTIC VAULT
○	ELECTRIC BOX
○	WATER CURB STOP
○	SUBJECT BOUNDARY LINE
○	RIGHT-OF-WAY LINE
○	LOT LINE
○	OVERHEAD UTILITY
○	EXISTING FENCE LINE
○	MAJOR CONTOUR LINE
○	MINOR CONTOUR LINE
○	TOP BACK OF CURB
○	CURB FLOWLINE
○	EDGE OF CONCRETE
○	EDGE OF GRAVEL LINE
○	NATURAL GAS LINE
○	WATER LINE



ACCORDING TO COLORADO LAW, A SURVEYOR'S CERTIFICATE IS REQUIRED FOR ANY LEGAL DOCUMENT. THIS CERTIFICATE IS A STATEMENT OF THE SURVEYOR'S PROFESSIONAL OPINION AND DOES NOT GUARANTEE THE ACCURACY OF THE SURVEY. THE SURVEYOR'S CERTIFICATE IS A STATEMENT OF THE SURVEYOR'S PROFESSIONAL OPINION AND DOES NOT GUARANTEE THE ACCURACY OF THE SURVEY.

DATE: 10/1/2024
BY: THOMAS J. HELGESON
FOR: EPS GROUP, INC.

IMPROVEMENT SURVEY PLAT OF
622 S GRANT AVENUE
CITY OF FORT COLLINS, LARIMER COUNTY, COLORADO

Sheet
1
Of 1 Sheets

622 SOUTH GRANT ADU Conceptual Review Narrative



Front (West) Elevation from S Grant Ave. Upper Duplex entry door



Side (South) Elevation



Rear (East) Elevation



Side (North) Elevation . Lower Duplex Entry Door (red)



View looking north from rear lot line/alley



View looking south from rear lot line/alley



Existing Detached Garage (for over duplex residents)



Existing small shed to be relocated next to garage (for under duplex residents)

622 SOUTH GRANT ADU Conceptual Review Narrative



North property line - heavy vegetation creates great visual barrier between properties



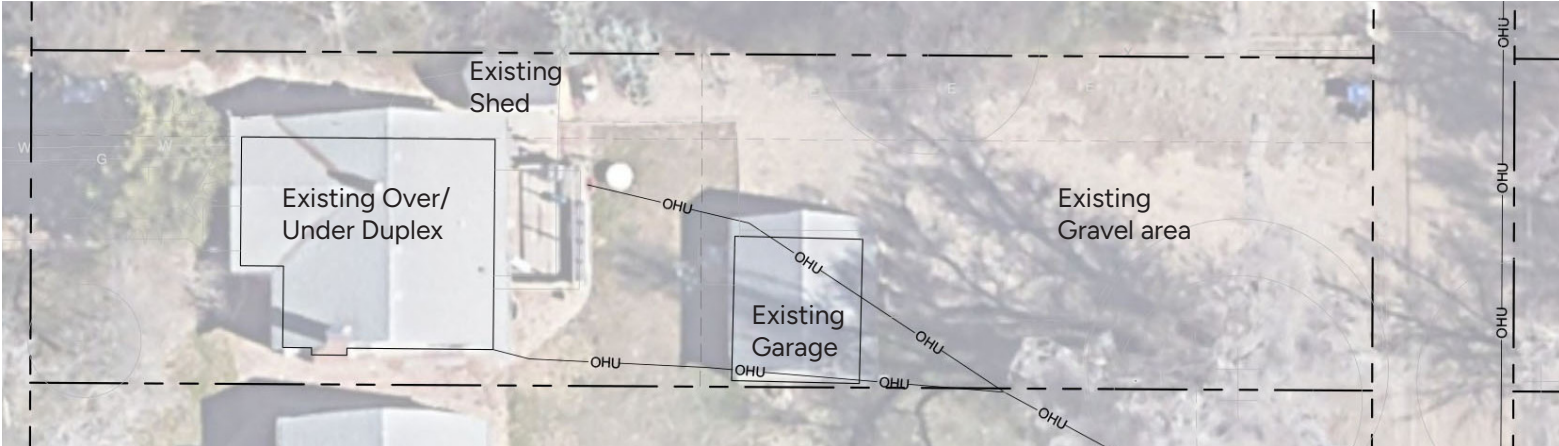
Siberian Elm Trees on south-east corner (yellow tape measure shown for property line location)



Siberian Elm Trees on south-east corner poor form



Siberian Elm Trees on south-east corner looking south at multi-stems



Existing Property

622 SOUTH GRANT ADU Conceptual Review Narrative

PREVIOUS APPLICATIONS

No previous development plans have been submitted to the knowledge of the applicant.

SITE PLAN

Current Use

Currently, the site has a legal over/under duplex that fronts S Grant Ave. A small storage shed is located along the north side and a two-car detached garage is located in the central portion of the lot. The rear portion of the lot is currently a gravel area.

Proposed Use

The over/under duplex and garage shall remain in place. The small storage shed is proposed to be moved adjacent to the detached garage. A 1-story ADU is proposed on the rear portion of the lot with a small garage.

Access & Circulation

Existing over/under duplex will maintain pedestrian and vehicular access from S. Grant Ave. The proposed ADU will maintain pedestrian access from S. Grant Ave. Vehicular access shall be from the rear alley.

Parking

The over/under duplex is provided along the 12' driveway on the north side as well as in the existing two car garage. Vehicles can be parked along the driveway and in the garage while still maintaining pedestrian access along the side of the duplex.

The proposed ADU would be parked in a proposed one car garage as well as along the 12' driveway within the utility access easement on the north side of the unit.

Landscape

All existing landscape is to remain in place. Effort to protect the existing tree root zone have been made with the configuration of the proposed ADU.

Historic Properties

608 S Grant Ave is a designated historic property approximately 140' from 622 Grant St. There are three homes between the two properties. The proposed ADU will be located at the rear of the lot, and therefore will not change the street frontage view or character.

Compatibility with Surrounding Area

The project site is located within the Westlawn Subdivisions and half a block from CSU campus. The block is composed primarily of rental homes many of which are duplex or triplexes. The proposed ADU is compatible with the existing buildings within the site boundary and is also a residential use that fits within the context of the neighborhood. Providing new housing in the form of an ADU is a priority of the City of Fort Collins in order to provide needed housing units.

Natural Features

No natural features are part of this site, nor is the site within 500' of a natural feature identified on the COFC Natural Habitats and Features Map.

Lighting

Lighting will remain residential in nature with down directional and fully shielded wall mounted lighting at the proposed ADU and attached garage entries.

Trash and Recycling Service:

Trash and recycling containers will be stored within garages and moved out for trash and recycling collection on designated day.

ENGINEERING

Storm Water

The current property does not have any drainage issues. Currently the site drains to the alley.

Water System

Potable water comes from S Grant Ave.

622 SOUTH GRANT ADU Conceptual Review Narrative

Sanitary Sewer System
Sanitary Sewer comes from S Grant Ave.

ARCHITECTURE

Design
The objective of the proposed development is to construct a new two-bedroom one-story detached ADU. Pedestrian access will be from S. Grant Avenue, with a 1 ½ car attached garage accessed from the alley. A separate yard area for the occupants of the ADU will be provided at the southeast corner of the property, accessible from a back entry door.

The primary intent of the development is to provide a two-bedroom apartment for long term rental, which would be compatible within the context of the neighborhood. The project site is located within the Westlawn Subdivision, and ½ block north of CSU campus. The block is composed primarily of rental homes, many of which are duplex or triplexes.

The ADU is within the rear 50% of the lot and lower in height than the existing primary residence (an over/under duplex), therefore it will only be visible from the street face when viewing from between the primary residence and the two homes directly adjacent (or from the alley). The design intent is to utilize exterior materials (horizontal and/or board & batten siding & asphalt roofing) and window sizes and patterns that tie into the scale of the adjacent structures, while at the same time providing a design solution that is of the present time.

Detached ADU Requirements:

Allowable Floor Area:
750 SF max. (primary building <1,167 SF) - per sec. 3.1.9
*per sec 2.1.6, ADU floor area = 1,000 SF max./ or 45%
of primary dwelling unit (whichever is less)
 $2,028 * 45 = 912 \text{ SF}$

ADU Height:
24' max./ or as tall as the primary building
(whichever is less)
Existing Building Height = approx. 19'-4"

ADU wall height along interior side lot line: 13' max

Existing Floor Area:

Existing First Floor (over duplex):	1,014 SF
<u>Existing Detached Garage:</u>	<u>360 SF</u>
Total:	1,374 SF

Not included in above floor area per FCLUC Article 7,
floor area (B)(1)(d) & (B)(1)(g):

Existing Lower Level (under duplex):	1,014 SF
Existing Detached Shed:	96 SF

Proposed Floor Area:

Existing First Floor (over duplex):	1,014 SF
Existing Lower Level (under duplex):	1,014 SF *
Existing Detached Garage:	360 SF
Proposed ADU:	900 SF
<u>Proposed ADU Attached Garage:</u>	<u>396 SF</u>
Total:	3,684 SF

*Request modification of standard to count existing
lower level as floor area for the purpose of the allowable
SF for the ADU

Allowable Floor Area on Rear 50% of lot:

$4,446.5 \text{ SF} \times 33\% = 1,467 \text{ SF}$

Proposed Floor Area on Rear 50% of lot:

Existing Detached Garage:	360 SF
Proposed ADU Attached Garage:	396 SF
Total:	<u>756 SF **</u>

** All floor area of an ADU is excluded per FCLUC
Sec. 2.1.6

Remaining allowable floor area on rear 50% of lot: 711 SF

622 SOUTH GRANT ADU Conceptual Review Narrative

MODIFICATION REQUEST SUPPORT

Per the current City of Fort Collins Land Use Code, basements are only counted toward floor area if an exterior wall is exposed more than 3 feet (36 inches) above the existing grade along the interior side lot line. In this case, the exposed portion of the legal under duplex wall measures 32 inches, 4 inches short of the required 3 feet (36 inches).

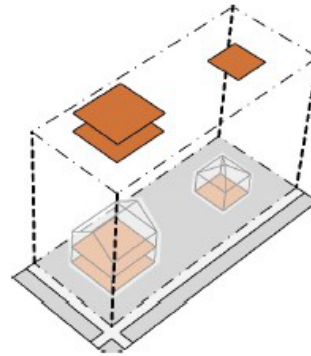
City support is requested for a modification to allow the basement floor area to be counted in the total floor area calculation, as this does not diverge from the standards of the Land Use Code, except in a nominal, inconsequential way.

Measured Basement Exterior Wall (32 inches)

City of Fort Collins- Land Use Code Article 7 - Rules of Measurement and Definitions

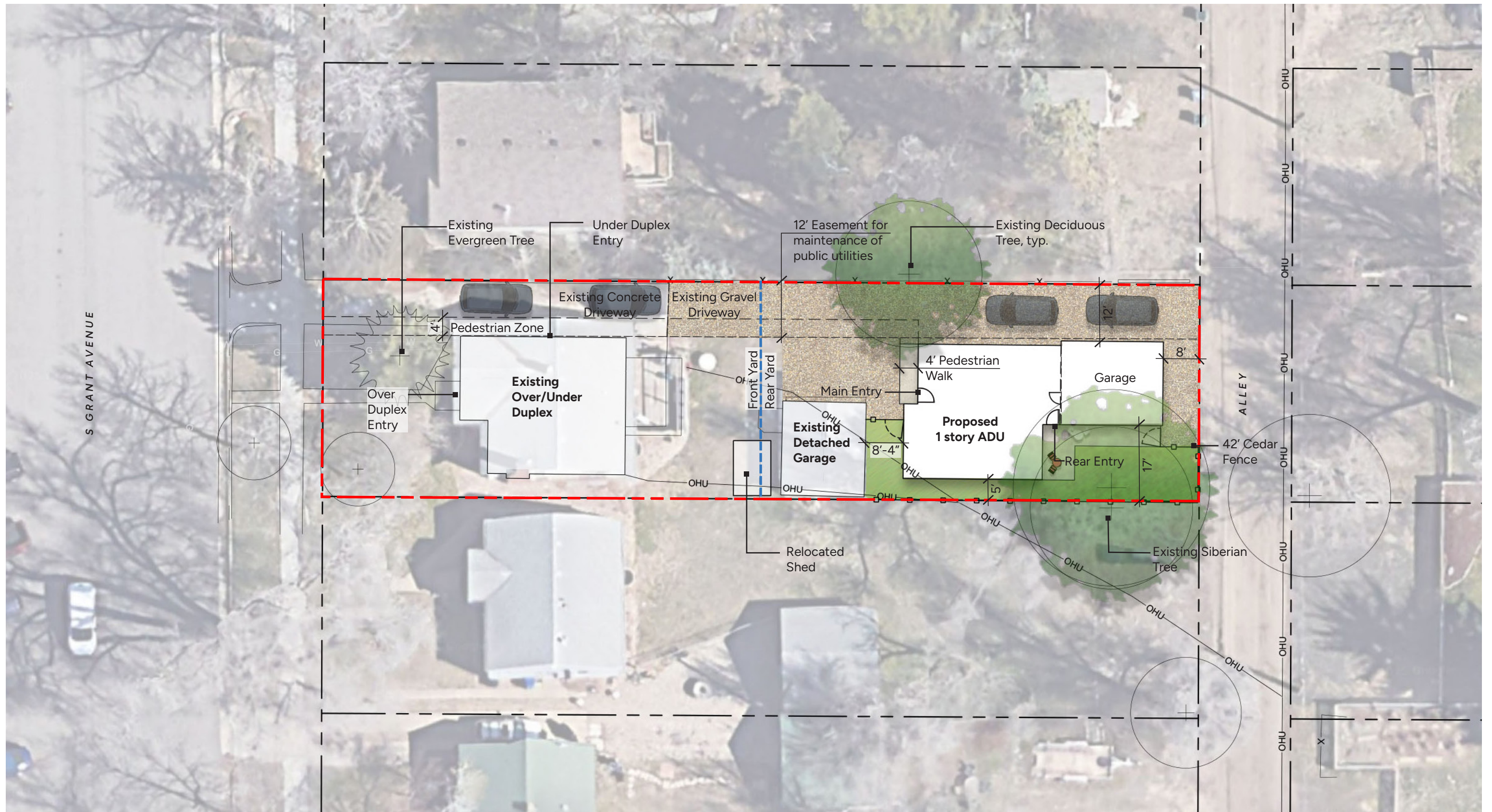


Floor area shall mean the gross floor area of all buildings on the property, greater than 120sf or greater than 8ft in height, as measured along the outside walls of a building and shall be calculated to include each floor level.



Floor area shall be calculated as follows:

- (A) In all zone districts except in the Old Town zone district Floor area calculations shall not include open balconies, the first seven hundred twenty (720) square feet of the total of all sheds, garages or other enclosed automobile parking areas, basements and one-half (½) of all storage and display areas for hard goods.
- (B) In the Old Town Zone district floor area shall be calculated to include the floor area of the following spaces and building elements:
 - (1) One hundred (100) percent of the floor area of the following spaces and building elements:
 - (a) The total floor area of all principal buildings as measured along the outside walls of such buildings; and
 - (b) each finished floor level at and above grade; and
 - (c) unfinished floor levels at and above grade excluding unfinished attic space; and
 - (d) basement floor areas where any exterior basement wall is exposed by more than three (3) feet above the existing grade at the interior side lot line adjacent to the wall; and
 - (e) roofed porches, balconies and breezeways that are enclosed on more than two (2) sides; and
 - (f) attached carports, garages and sheds; and
 - (g) Detached accessory buildings larger than one hundred and twenty (120) square feet, including the area of the uppers story having a ceiling of height of seven and one-half (7½) feet. **Detached accessory building floor area shall not be calculated into the allowed floor area of the primary building.**
 - (2) Two hundred (200) percent for the floor area of the following spaces and building elements:



622 SOUTH GRANT ADU
Concept Plan