

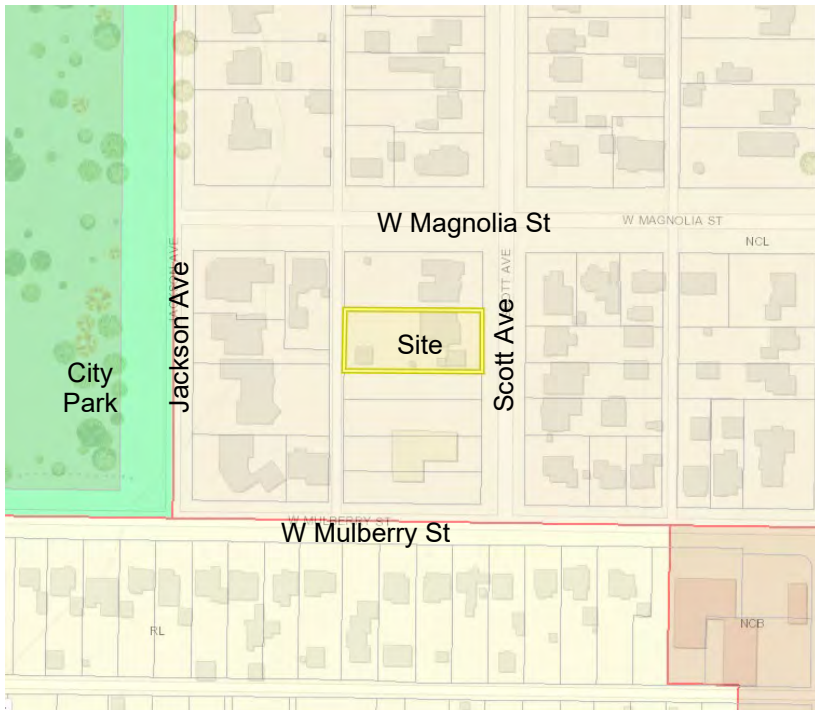
Administrative Hearing: May 11, 2020

405 Scott Avenue – Carriage House

Summary of Request

This is the second hearing for 405 Scott Avenue, a request to construct an 800 square foot carriage house and a behind an existing single-family residence located at 405 Scott Avenue.

Zoning Map (ctrl + click map to follow link)



Next Steps

If approved by the decision maker, the applicant will be eligible to submit plans for recordation. Following recordation, the applicant or representative thereof will be eligible to submit the construction drawings for building permit review, issuance, and subsequent construction.

Site Location

Located approximately 525 feet northwest of the intersection of W Mulberry St and S Shields St and 240 feet east of City Park.

Zoning

Neighborhood Conservation, Low Density District (N-C-L)

Property Owner

Carolyn & Geoffrey Haddad
19445 Cypress Church Rd
Cypress, TX 77433

Applicant/Representative

Brian Majeski
Urban Rural Design
252 Linden Street
Fort Collins, CO 80524
p. 970.889.4004 e. brian@urbanruralarch.com

Staff

Kai Kleer, City Planner
p. (970) 416-4284 e. kkleer@fcgov.com

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Staff Recommendation

Approval

1. Project Introduction

A. PROJECT DESCRIPTION

- This application is being processed as a combined Project Development Plan (PDP)/Final Development Plan (FDP).
- The project is contained within Lot 5 and portions of lots 4 and 6 of the Scott-Sherwood Addition
- The lot is 16,150 square feet in land area.
- The site will contain five off-street parking spaces.

B. SITE CHARACTERISTICS

1. Development Status/Current Conditions

The site currently contains a single-family residence, car port and two-car garage.

The site was part of the 1907 Scott-Sherwood Addition which was later annexed as part of the Consolidated Area Annex on May 13, 1952.

2. Surrounding Zoning and Land Use

	North	South	East	West
Zoning	Neighborhood Conservation, Low Density District (N-C-L)	Neighborhood Conservation, Low Density District (N-C-L)	Neighborhood Conservation, Low Density District (N-C-L)	Neighborhood Conservation, Low Density District (N-C-L)
Land Use	Single-family detached	Place of Worship	Single-family detached	Single-family detached

C. OVERVIEW OF MAIN CONSIDERATIONS

During the first consideration of this item at an administrative hearing held on January 30, 2020, the testimony at the hearing and materials in the record failed to demonstrate compliance with:

1. Land Use Code Section 4.7(F)(1)(e), which standard limits the front façade of the proposed carriage house to one and one-half (1 ½) stories.
2. ii. Land Use Code Section 4.7(F)(2)(b), which standard requires a side yard setback of 12 feet 2 inches from the north property line to allow for the proposed exterior eave height of 16 feet 7 inches. The PDP/FDP provides a side setback of only 12 feet.

A recent administrative interpretation attached to this report and further explained in the staff report clarifies the method in which front façade height is measured.

Other considerations have been parking and design, emergency access and placement of the carriage house.

2. Public Outreach

A. NEIGHBORHOOD MEETING

Pursuant to 2.2.2 – *Step 2: Neighborhood Meetings*, a neighborhood meeting is not required for Administrative (Type 1) projects. Therefore, a neighborhood meeting was not held for this project.

B. PUBLIC COMMENTS:

Public comment was received regarding stormwater and the surface water flooding into the property located across the alley to the west. City stormwater engineering staff reviewed the comment and made the following statement:

“The added impervious area for this development is under the 1,000-sf threshold which is the trigger for stormwater mitigation. Due to some existing concrete that is being removed in the same area as the carriage house, the increase in impervious area is only 978-sf.

The development still needs to show the proposed drainage does leave the property and flow down the alley without causing any negative impacts to downstream properties. The drainage plan does show that flows will leave the property and flow south down the alley into Mulberry Street without causing any negative impacts as far as what can be determined through a drainage analysis by the Development's Civil Engineer.”

Any additional communication received between the public notice period and hearing will be forwarded to the Hearing Officer for their consideration.

Comments received at the first hearing held on January 30, 2020 focused around a previous code provision that limited carriage houses to 1 ½ stories. It should be noted that the code provision that once existed prior to Ordinance Number 077,2019 which removed this section of code.

3. Article 2 – Applicable Standards

A. BACKGROUND

This project was submitted on September 27, 2019 as a combined Project Development Plan (PDP)/Final Development Plan (FDP). The project required three rounds of staff review prior to hearing.

B. PROJECT DEVELOPMENT PLAN PROCEDURAL OVERVIEW

1. Conceptual Review # CDR190042

A conceptual review meeting was held on May 07, 2019.

2. First Submittal (PDP190019)

The first submittal of this project was completed on September 27, 2019.

3. Neighborhood Meeting

Not applicable pursuant to 2.2.2 – *Step 2: Neighborhood Meetings*.

4. Project Expiration

In accordance with 2.2.11 – *Step 11: Lapse*, a project must be diligently pursued and resubmitted within 180 days of receiving written comments. The project satisfies this requirement and has not lapsed.

5. Notice (Posted, Written and Published)

Posted Notice: October 10, 2019, Sign # 603

Written Notice – Hearing #1: January 16, 2020, 173 addresses mailed.

Written Notice – Hearing #2: April 27, 2020



Published Notice – Hearing #1: Thursday, January 30, 2020, Coloradoan confirmation #0004007811

Published Notice – Hearing #2: Thursday, April 30, 2020

4. Article 3 - Applicable Standards

A. DIVISION 3.2 - SITE PLANNING AND DESIGN

Applicable Code Standard	Summary of Code Requirement and Analysis	Staff Findings
3.2.2 (K)(1)(c) Single-Family Detached	<p>For each single-family dwelling there must be one (1) parking space on lots with greater than forty (40) feet of street frontage or two (2) parking spaces on lots with forty (40) feet or less of street frontage.</p> <p>The lot exceeds 40 feet and only requires one off-street parking space for the existing single-family residence.</p> <p>The plan proposes and maintains two existing off-street parking spaces which are accessed from Scott Avenue.</p>	Complies

5. Article 4 – Applicable Standards:

A. SUMMARY

The Neighborhood Conservation, Low Density District (N-C-L) is intended to preserve the character of areas that have a predominance of developed single-family dwellings.

The proposed carriage house is permitted subject to Administrative Review in this district.

B. DIVISION 4.7 – NEIGHBORHOOD CONSERVATION, LOW DENSITY DISTRICT

Applicable Code Standard	Summary of Code Requirement and Analysis	Staff Findings
4.7(B) Permitted Uses	Under the 'residential use' category, single-family detached dwellings when there is more than one dwelling on the lot or when the lot has only alley frontage are permitted subject to Administrative (Type 1) review.	Complies
4.7(D)(1) Required Lot Area	<p>The minimum lot area for each residential detached dwelling must not be less than six thousand square feet.</p> <p>The project is contained within a 16,150 square foot lot and meets the minimum required lot size of 12,000 square feet.</p>	Complies
4.7(D)(2) Allowable Floor Area on Lots	<p>On a lot that is more than 10,000 square feet, the allowable floor area must not exceed thirty (30) percent of the overall lot area.</p> <p>The allowable floor area is calculated as follows $16,150 \times .30 = 4,845$ square feet. The proposed 800 square foot carriage house, 1,719 square foot existing single-family residence and 400 square foot detached garage equals 2,919 square feet which is less than the above sum, therefore meeting this requirement.</p>	Complies
4.7(D)(3) Allowable Floor Area on Rear Half of Lots	<p>The allowable floor area on the rear half of a lot shall not exceed twenty-five (25) percent of the area of the rear fifty (50) percent of the lot.</p> <p>The allowable rear floor area is calculated as follows, $((16,150 / 2) \times .25) = 2,018$ square feet.</p> <p>The project proposes an 800 square foot carriage house and contains an existing 400 square foot two-car garage, combined totaling 1,200 square feet. The project complies with the maximum allowable floor area as calculated above.</p>	Complies

Applicable Code Standard	Summary of Code Requirement and Analysis	Staff Findings
4.7(D)(4) Residential	<p>Any new single-family dwelling (carriage house) that is proposed to be located behind a street fronting principal residence can only contain 800 square feet of floor area, be a minimum of 10 feet away from any other structure and a 600 square foot footprint.</p> <p>The proposed plan complies with the aforementioned standards by providing a 600 square foot building footprint, 17-foot setback from the nearest structure (existing garage) and overall square footage of 800 square feet.</p>	Complies
4.7(E) Dimensional Standards	<p>Dimensional standards require a minimum rear yard setback of 5 feet, side yard setback of 5 feet and when any portion of building or wall exceeds 18 feet, as measured from the existing grade, requires an additional 1 foot of setback. Building height is also limited to 1 ½ stories.</p> <p>The plan provides the required minimum of 5-foot side-yard and 5-foot rear-yard setbacks. The project proposes a wall height of 16' 7" feet along the side yard and does not require any additional setback to meet dimensional standards of this standard. The proposed carriage house is 1 ½ stories.</p>	Complies
4.7(F) (1) Building Design	<p>The carriage house meets all building design standards contained within this section. Standards include exterior wall to lot line orientation, entryway feature, and minimum 2:12 maximum 12:12 roof pitch.</p>	Complies
4.7(F)(1)(e)	<p>This code section limits the front façade height of carriage houses to a maximum of one and one-half stories (1 ½).</p> <p>The original staff report found compliance with this standard by interpreting the limits of front façade height to include any unused floor height from the first floor.</p> <p>A recent Land Use Code Administrative Interpretation, #2-20, has clarified that when measuring 1.5-story front façade height, any additional unused floor height from the first floor may not be added to the half story to achieve a greater overall building height, thus limiting the overall front façade height for a 1.5 story building to 12'8" + 6'4".</p> <p>In the case of the 405 Scott Avenue Carriage House, the first story façade is currently proposed at 9' 1 ¾" in height. The additional half-story would be limited to 6 feet 4 inches from floor to eave, resulting in an overall façade height limit of 15 feet 5 ¾ inches.</p> <p>The plan has since been updated to reduce the overall front façade height to 15' feet 5". With a first floor façade height of 9' 1 ¾" and second story façade height of 6'3 ½" = 15ft 5 ¼ in.</p> <p>This administrative interpretation will be followed by a code change to clarify height limits for carriage houses and accessory buildings with habitable space in the N-C-L, N-C-M, and N-C-B zone districts.</p>	Complies
4.7(F)(2)(a) Building Height	<p>The maximum height of a dwelling at the rear of the lot cannot exceed 24 feet.</p> <p>The proposed structure is 22 feet from existing grade.</p>	Complies
4.7(F)(2)(b) Eave Height	<p>The exterior eave along a side lot line cannot exceed 13 feet from grade and can be increase by six inches for every additional one foot of setback from the interior side property line.</p> <p>The plan proposes an eave height of 16' 7 1/4". The additional 3' 7 1/4" of eve height will require a total side yard setback of 12 feet 2.4 inches. The plan complies with this standard and proposes a 12-foot 3 inch side yard setback from the north property line.</p>	Complies

Applicable Code Standard	Summary of Code Requirement and Analysis	Staff Findings
4.7(F)(3)(a) Carriage Houses	<p>A minimum of one off-street parking space must be provided for every bedroom contained within a carriage house.</p> <p>The plan demonstrates a total of 6 off-street parking spaces four located off the existing alley and two located off Scott Avenue, exceeding the required minimum for this site.</p>	Complies
4.7(F)(3)(c)(1) Additional Review Criteria for Carriage Houses	<p>The site plan shall provide a separate yard area containing at least one hundred twenty (120) square feet to serve both the carriage house and the existing principal dwelling. Such yard area shall be at least ten (10) feet in its smallest dimension and must provide privacy and screening for abutting properties.</p> <p>The plan provides a rear-yard space in excess of 120 square feet.</p>	Complies
4.7(F)(3)(c)(2)	<p>Decks, entry doors, major entry access stairs or major windows shall face the existing principal building or the alley (if the lots front the alley). Windows that overlook an abutting side or rear yard must be minimized.</p> <p>The plan complies by proposing the major entry access facing the existing single-family residence. Windows facing the side lot are also minimize and placed in a way to preserve privacy of the neighboring properties.</p>	Complies
4.7(F)(3)(c)(3)	<p>Buildings, structures, open spaces and other features of the site plan shall be oriented and located such that they maintain natural resources, including existing significant trees and shrubs, to the extent reasonably feasible.</p> <p>No significant natural resources will be impacted by the project proposal.</p>	Complies
4.7(F)(5) Access	<p>Whenever a lot has frontage along an alley, any new off-street parking area located on such lot must obtain access from such adjoining alley.</p> <p>The project proposes all new parking to be accessed from the existing alley.</p>	Complies

6. Findings of Fact/Conclusion

In evaluating the request for the 405 Scott Avenue – Carriage House Final Development Plan, FDP190019, staff makes the following findings of fact:

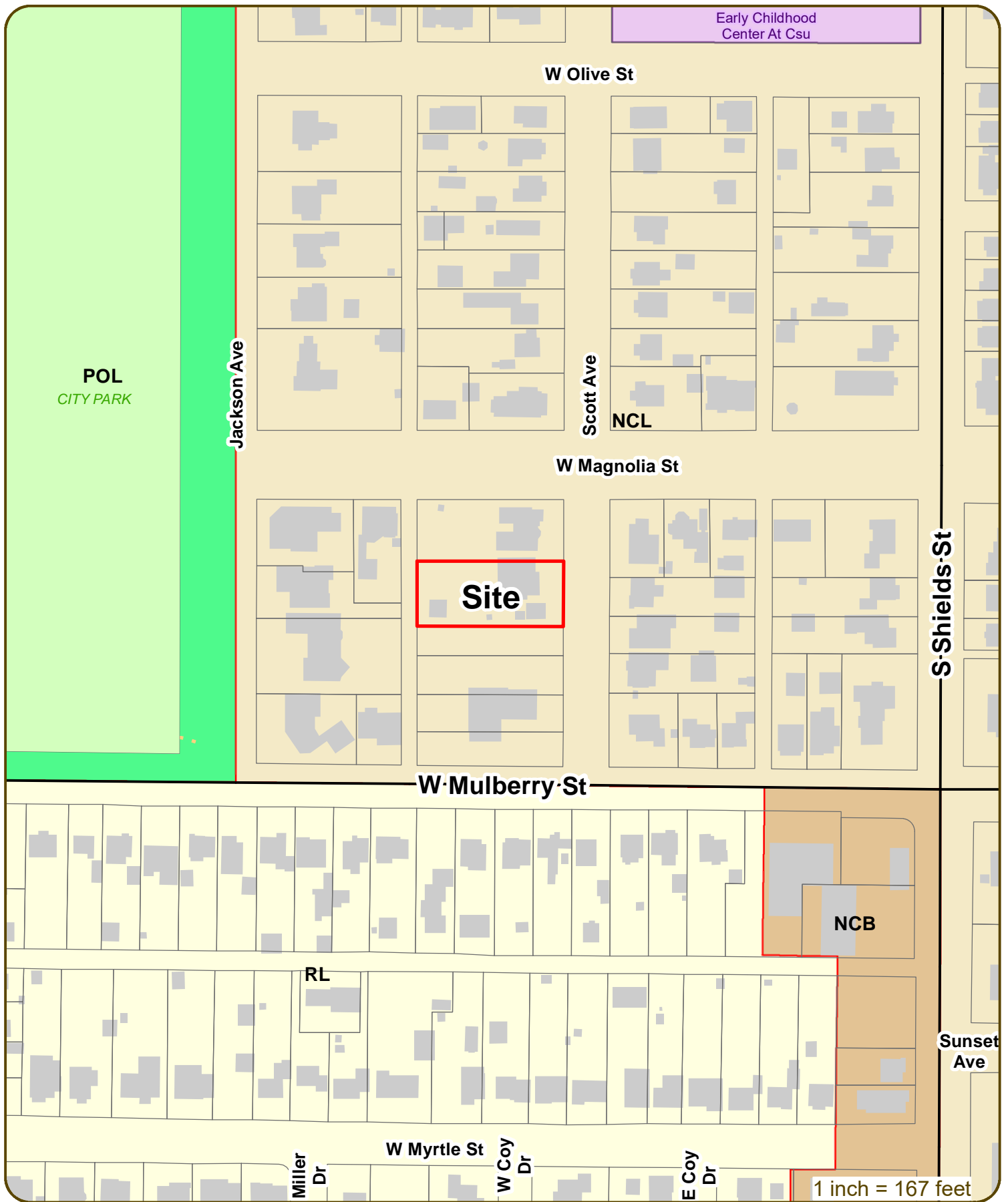
- The F.D.P. complies with process located in Division 2.2 – Common Development Review Procedures for Development Applications of Article 2 – Administration.
- The F.D.P. complies with relevant standards located in Article 3 – General Development Standards.
- The F.D.P. complies with relevant standards located in Division 4.7, Neighborhood Conservation, Low Density District of Article 4.

7. Recommendation

Staff recommends approval of 405 Scott Avenue – Carriage House, FDP190019.

8. Attachments

1. Vicinity & Zoning Map
2. Project Narrative
3. Updated Site, Elevation & Landscape Plans
4. Drainage Memo
5. Utility Plans
6. Hearing Officer Decision - February 6, 2020
7. Administrative Interpretation #2-20
8. Remote Hearing Request Form



405 Scott Ave - Carriage House Location Map



Project Narrative – 405 Scott Avenue, Fort Collins CO 80521

We proposing to build a Carriage House behind our main house for the use of our family members and, possibly, in the future, as a long-term rental. The carriage house will not be used for any type of short-term rental. It will have a 600 square-foot footprint with less than 800 square feet of habitable space. Our house currently exists on the lot as well as a 400 square-foot garage and a small utility shed. There is a lot of landscaping and mature trees which will be preserved.

The entrance for the proposed carriage house will be from the back of the lot accessed by a wide, well-surfaced alley. Two parking spaces have been proposed on the site facing the alley. The site design preserves the harmony of the existing backyard and landscaping. The architectural style, using a hipped roof, is compatible with the existing house which was built in the 1950's.

The proposed carriage house will be stylistically compatible with the neighborhood, and because the lot is very large, will be minimally visible from the street. There is no water detention on site and the run-off is planned to be towards the alley which will take it south to Mulberry Street. The site currently drains into the main back yard with no problems.

The main large trees will be preserved as well as a maximum of existing landscaping. We will be adding new landscaping to add to the attractiveness of the site. The existing house does not have fire sprinklers. There is a fire hydrant on the corner of Magnolia St. and Scott Avenue which should be sufficient to address any fire on the site.

There are no unusual features on the site that will impact the proposal. This is the first Design Review to be submitted and care was taken to address any concerns presented in the Conceptual Design Review. We have no particular questions at this point on the proposal.

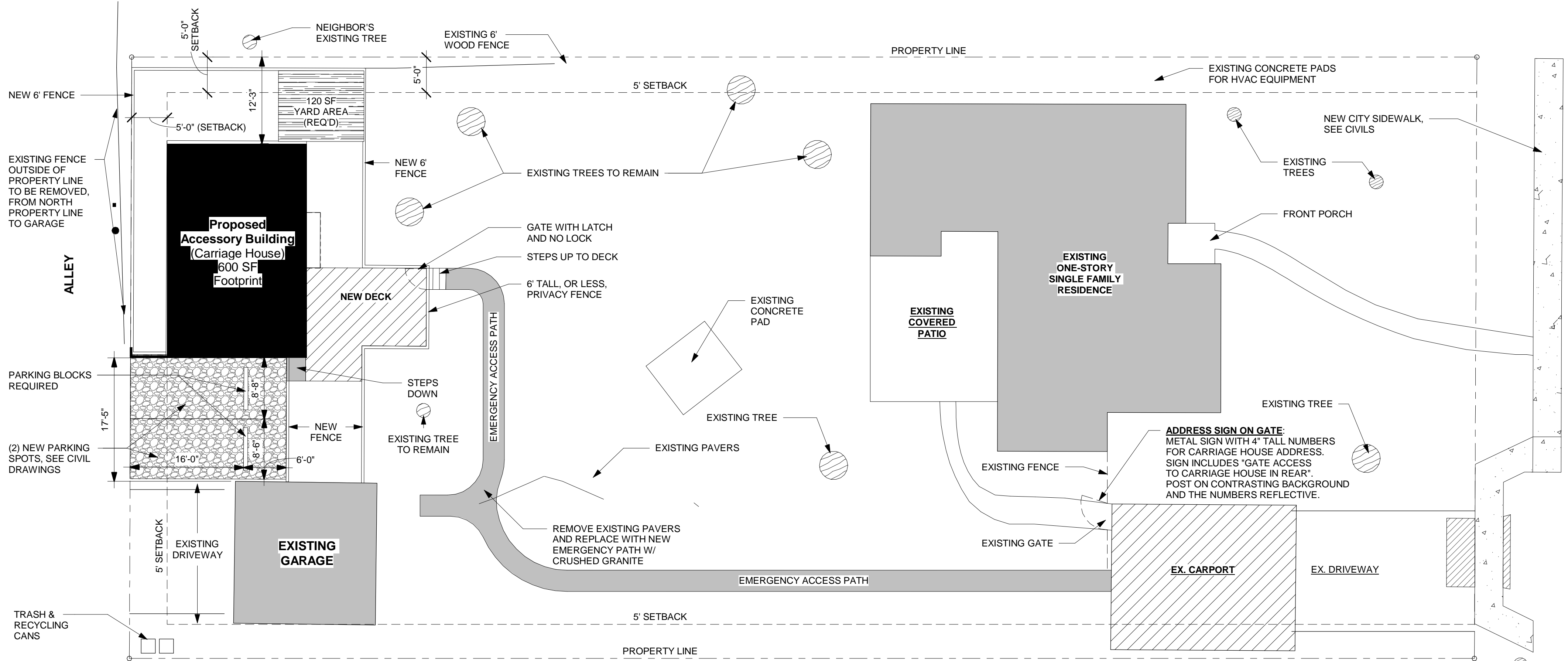
Homeowner- Carolyn and Geoffrey Haddad: 832-491-2003
Architect – Urban/Rural Design, Brian Majeski: 970-889-4004
Builder – Barry Schram: 970-690-8526

EXISTING HOUSE FACADE - SCOTT AVENUE STREET VIEW

- HIPPED 4:12 ASPHALT SHINGLE ROOF
- LARGE, 30" EAVES
- LAP SIDING (BEIGE COLOR)
- DARK BROWN / BRONZE TRIM AND GUTTERS
- CARRIAGE HOUSE TO HAVE SIMILAR ROOF DESIGN, MAIN BODY COLOR ON LAP SIDING, BROWN TRIM, AND ASPHALT SHINGLE COLOR

SITE PLAN NOTES:

1. REFER TO FINAL UTILITY PLANS FOR EXACT LOCATIONS AND CONSTRUCTION INFORMATION FOR STORM DRAINAGE STRUCTURES, UTILITY MAINS AND SERVICES, PROPOSED TOPOGRAPHY, STREET IMPROVEMENTS.
2. REFER TO CONVEYANCE PLAT AND UTILITY PLANS FOR EXACT LOCATIONS, AREAS AND DIMENSIONS OF ALL EASEMENTS, LOTS, TRACTS, STREETS, WALKS AND OTHER SURVEY INFORMATION.
3. THE PROJECT SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE FINAL PLANS. AMENDMENTS TO THE PLANS MUST BE REVIEWED AND APPROVED BY THE CITY PRIOR TO THE IMPLEMENTATION OF ANY CHANGES.
4. ALL ROOFTOP AND GROUND MOUNTED MECHANICAL EQUIPMENT MUST BE SCREENED FROM VIEW FROM ADJACENT PROPERTY AND PUBLIC STREETS. IN CASES WHERE BUILDING PARAPETS DO NOT ACCOMPLISH SUFFICIENT SCREENING, THEN FREE-STANDING SCREEN WALLS MATCHING THE DOMINANT COLOR OF THE BUILDING SHALL BE CONSTRUCTED. OTHER MINOR EQUIPMENT SUCH AS CONDENSERS, FILTERS AND PLUMBING UNITS SHALL BE SCREENED OR PAINTED TO MATCH SURROUNDING BUILDING SURFACES.
5. ALL CONSTRUCTION WITH THIS DEVELOPMENT PLAN MUST BE COMPLETED IN ONE PHASE UNLESS A PHASING PLAN IS SHOWN WITH THESE PLANS.
 - a. IF APPLICABLE -- INCLUDE LANGUAGE FOR ANY MODIFICATIONS AND CONDITIONS APPROVED WITH POPODDI
7. [IF APPLICABLE] ALL SINGLE FAMILY DETACHED HOMES SHALL MEET OR EXCEED THE GARAGE DOOR STANDARDS AS OUTLINED IN 3.5.2(E) OF THE LAND USE CODE.
8. [IF APPLICABLE] A MINIMUM OF (NUMBER TBD) HOUSING MODELS FOR THE SINGLE FAMILY HOMES SHALL BE REQUIRED. THESE HOUSING MODELS SHALL MEET OR EXCEED THE STANDARDS AS OUTLINED IN THE CITY LAND USE CODE.
9. ALL EXTERIOR LIGHTING PROVIDED SHALL COMPLY WITH THE FOOT-CANDLE REQUIREMENTS IN SECTION 3.2.4 OF THE LAND USE CODE AND SHALL USE A CONCEALED, FULLY SHIELDED LIGHT SOURCE WITH SHARP CUT-OFF CAPABILITY Community Development and Neighborhood Services 10000 Seaview Drive, Northridge Ave. P.O. Box 500 Ford Collins, CO 80522 970.221.6750 970.224.6134 fax: 970.224.6000/developmentreview
- Revised April 5, 2018: 1. Additions made to City Landscaping Irrigation note 2. 2. Site plan noted 14 edited to reference the property owner, and not a homeowner's association. 3. Site plan note 15 added regarding maintenance of landscaping in right-of-ways: 2SO AS TO MINIMIZE UP-LIGHT, SPILL LIGHT, GLARE AND UNNECESSARY LIGHT POLLUTION
10. SIGNAGE AND ADDRESSING ARE NOT PERMITTED WITH THIS PLANNING DOCUMENT AND MUST BE APPROVED BY SEPARATE CITY PERMIT PRIOR TO CONSTRUCTION. SIGNS MUST COMPLY WITH CITY SIGN CODE UNLESS A SPECIFIC VARIANCE IS AUTHORIZED BY THE CITY.
11. FIRE HYDRANTS MUST MEET OR EXCEED POUDEIRE FIRE AUTHORITY STANDARDS. ALL BUILDINGS MUST BE PROVIDED AN APPROVED FIRE EXTINGUISHER.
12. ALL BIKE RACKS PROVIDED MUST BE PERMANENTLY ANCHORED.
13. ALL SIDEWALKS AND RAMPS MUST CONFORM TO CITY STANDARDS. ACCESSIBLE RAMPS MUST BE PROVIDED AT ALL STREET AND DRIVE INTERSECTIONS AND AT ALL DESIGNATED ACCESSIBLE PARKING SPACES. ACCESSIBLE PARKING SPACES MUST SLOPE NO MORE THAN 1:20. SIDEWALKS AND RAMPS MUST BE CONSTRUCTED TO A MINIMUM OF 4' AND NO MORE THAN 1:20 IN DIRECTION OF TRAVEL AND WITH NO MORE THAN 1:48 CROSS SLOPE.
14. COMMON OPEN SPACE AREAS AND LANDSCAPING WITHIN RIGHT OF WAYS, STREET MEDIANS AND TRAFFIC CIRCLES ADJACENT TO COMMON OPEN SPACE AREAS ARE REQUIRED TO BE MAINTAINED BY THE PROPERTY OWNER OF THE COMMON AREA. THE PROPERTY OWNER IS RESPONSIBLE FOR THE REMOVAL OF ALL ADJACENT STREET SIDEWALKS AND SIDEWALKS IN COMMON OPEN SPACE AREA.
15. DESIGN AND INSTALLATION OF ALL PARKWAY/TREE LAWN AND MEDIAN AREAS IN THE RIGHT-OF-WAY SHALL BE IN ACCORDANCE WITH CITY STANDARDS. UNLESS OTHERWISE AGREED TO BY THE CITY WITH THE FINAL PLANS, ALL ONGOING MAINTENANCE OF SUCH AREAS IS THE RESPONSIBILITY OF THE PROPERTY OWNER.
16. THE PROPERTY OWNER FOR EACH RESIDENTIAL LOT IS RESPONSIBLE FOR SNOW REMOVAL ON ALL STREET SIDEWALKS ADJACENT TO EACH RESIDENTIAL LOT.
17. PRIVATE CONDITIONS, COVENANTS, AND RESTRICTIONS (CC&R'S), OR ANY OTHER PRIVATE RESTRICTIVE COVENANT IMPOSED ON LANDOWNERS WITHIN THE DEVELOPMENT, MAY NOT BE USED TO LIMIT OR RESTRICT THE CITY FROM EXERCISING ITS AUTHORITY TO LIMIT THE INSTALLATION OF XERISCAPE LANDSCAPING, SOLAR/PHOTO-VOLTAIC COLLECTORS (IF MOUNTED FLUSH UPON ANY ESTABLISHED ROOF LINE), CLOTHES LINES (IF LOCATED IN BACK YARDS), ODOR-CONTROLLED COMPOST BINS, OR WHICH HAVE THE EFFECT OF REQUIRING THAT A PORTION OF ANY INDIVIDUAL LOT BE PLANTED IN TURF GRASS.
18. ALL EXISTING PRIOR TO CONSTRUCTION, AS WELL AS STREETS, SIDEWALKS, CURBS AND GUTTERS, DESTROYED, DAMAGED OR REMOVED DUE TO CONSTRUCTION OF THIS PROJECT, SHALL BE REPLACED OR RESTORED TO CITY OF FORD COLLINS STANDARDS AT THE DEVELOPER'S EXPENSE PRIOR TO THE ACCEPTANCE OF COMPLETED IMPROVEMENTS AND/OR PRIOR TO THE ISSUANCE OF THE FIRST CERTIFICATE OF OCCUPANCY.
19. FIRE LANE MARKING: A FIRE LANE MARKING PLAN MUST BE REVIEWED AND APPROVED BY THE FIRE OFFICIAL PRIOR TO THE ISSUANCE OF ANY CERTIFICATE OF OCCUPANCY. WHERE REQUIRED BY THE FIRE CODE OFFICIAL, APPROVED SIGNS OR OTHER APPROVED NOTICES THAT INCLUDE THE WORDS NO PARKING FIRE LANE SHALL BE PROVIDED FOR FIRE APPARATUS ACCESS. FIRE LANE MARKING SHALL BE MAINTAINED THROUGHOUT THE PROJECT. THE MEANS BY WHICH FIRE LANES ARE DESIGNATED SHALL BE MAINTAINED IN A CLEAN AND LEGIBLE CONDITION AT ALL TIMES AD BE REPLACED OR REPAIRED WHEN NECESSARY TO PROVIDE ADEQUATE VISIBILITY.
20. PREMISE IDENTIFICATION: AN ADDRESSING PLAN IS REQUIRED TO BE REVIEWED AND APPROVED BY THE FIRE OFFICIAL PRIOR TO THE ISSUANCE OF ANY CERTIFICATE OF OCCUPANCY. UNLESS THE PRIVATE DRIVE IS NAMED, MONUMENT SIGNAGE MAY BE REQUIRED TO ALLOW WAY-FINDING. ALL BUILDINGS SHALL HAVE ADDRESS NUMBERS. BUILDING NUMBERS OR APPROVED BUILDING IDENTIFICATION PLACED IN A POSITION THAT IS PLAINLY LEGIBLE, VISIBLE FROM THE STREET OR ROAD FRONTING THE PROPERTY, AND POSTED WITH A MINIMUM OF 4" LETTERS. ADDRESS NUMBERS OR IDENTIFICATION NUMBERS BY MEANS OF A PRIVATE ROAD AND THE BUILDING CANNOT BE VIEWED FROM THE PUBLIC WAY, A MONUMENT, POLE OR OTHER SIGN OR MEANS SHALL BE USED TO IDENTIFY THE STRUCTURE.



① SITE PLAN
1" = 10'-0"

PROPERTY DESCRIPTION

A parcel of land situate in the Southeast Quarter of Section Ten (10), Township Seven North (T.7N.), Range Sixty-nine West (R.69W.) of the Sixth Principal Meridian (6th P.M.), and being more particularly described as follows:

From the Warranty Deed recorded June 18, 2018 at Reception No. 20180036570:

The North 10 feet of Lot 4, all of Lot 5 and the S1/2 of Lot 6, Block 10, Scott-Sherwood Addition to the City of Fort Collins, County of Larimer, State of Colorado

Said parcel contains 16,127 Square Feet or 0.370 Acres more or less by this survey.

LAND USE TABLE

ZONING DESIGNATION:	NCL - Neighborhood Conservation, Low Density
PARKING:	ON-SITE
TOTAL PROPOSED LOT AREA:	16,150 SF
MIN. REQUIREMENT:	12,000 SF
TOTAL PROJECT SIZE:	
GROSS ACRES -	0.37 acres
NET ACRES -	0.37 acres
MAXIMUM BUILDING HEIGHT:	24'
PROPOSED BUILDING HEIGHT:	22'
OVERALL ALLOWABLE FLOOR AREA:	5095 SF
AVAILABLE FLOOR AREA (Build Out):	2496 SF
REAR HALF ALLOWABLE:	1618 SF
NEW FLOOR AREA:	800 SF
PARKING TABULATIONS:	2 SPACES (2 BR)
OFF-STREET PARKING -	
MIN. PARKING (LUC)	1 SPACE
BICYCLE PARKING	EXISTING GARAGE

SHEET INDEX

PDP-1	COVER SHEET & SITE PLAN
PDP-2	ELEVATIONS & PERSPECTIVES
1	IMPROVEMENT SURVEY PLAT (& SURROUNDING CONTEXT)
L1.0	LANDSCAPE PLAN
L2.0	LANDSCAPE NOTES

PLANNING CERTIFICATE

APPROVED BY THE DIRECTOR OF COMMUNITY DEVELOPMENT AND
NEIGHBORHOOD SERVICES OF THE CITY OF FORT COLLINS, COLORADO
ON THIS _____ DAY OF _____, 20__.

Director Signature _____

OWNER'S CERTIFICATE

THE UNDERSIGNED DOES/DO HEREBY CERTIFY THAT I/WE ARE THE LAWFUL OWNERS OF THE REAL PROPERTY DESCRIBED ON THIS SITE PLAN AND DO HEREBY CERTIFY THAT I/WE ACCEPT THE CONDITIONS AND RESTRICTIONS SET FORTH ON SAID SITE PLAN.

OWNER (SIGNED) _____ Date _____

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME

THIS _____ DAY OF _____ A.D., 20____, BY _____

PRINT NAME _____

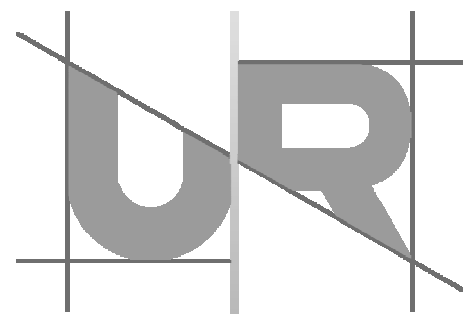
AS —

MY COMMISSION EXPIRES _____

WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC

ADDRESS



URBAN | RURAL DESIGN

urban|rural design inc.
252 linden street
fort collins, colorado
970.889.4004
urbanruralarch.com

CONSULTANTS:

CIVIL ENGINEERING:

KEEFE CIVIL, LLC
Megan L. Keefe, P.E.
825 Union Street, Golden, CO
megkeefe@keefecivil.com
970-215-6808

LANDSCAPE:

WILDERMUTH DESIGNS
Andrew Wildermuth
andrew.j.wildermuth@gmail.com
765-714-6716

SURVEYOR:

MAJESTIC SURVEYING
Steven Parks
1111 Diamond Valley Drive, #10
Windsor, CO
stevenp@majesticsurveying.co
970-443-0882

HADDAD CARRIAGE HOUSE

Geoff & Carolyn Haddad

405 Scott Avenue
Fort Collins, Colorado

[illegible]COVER SHEET & SITE
PLAN

Project number	UR-04-19
Date	Issue Date
Drawn by	Author
Checked by	Checker

PDP-1

Scale 1" = 10'-0"

WS-W15710

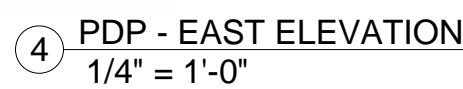
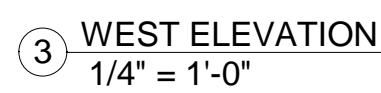
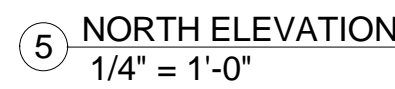
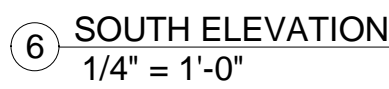
dweLED - Sodor Bronze Small Outdoor Wall Light

- ACLED technology, no driver or transformer necessary for easy install into a pancake junction box.
- Smooth and continuous dimming with an electronic low voltage (ELV) dimmer.
- May be mounted horizontally or vertically.

SKU	WS-W15708-BZ	Color Temp (k)	3000
UPC	790576427164	CRI	90
Style	Modern	Lumens	750
Finish	Bronze	Estimated Life (hr)	54000
Safety Rating	ETL, cETL, IP65 Wet Location Rated	Dimmable	Yes
Dark Sky Friendly	Yes	Height (in)	5
Material	Aluminum, Glass	Width (in)	8
Warranty	5 Years Functional, 2 Years Finish	Length (in)	9
Collection	Sodor	Wall Plate Dimensions (In)	5 x 1 x 5
Bulb Information	1) 9 Watt LED Module	Weight (lbs)	3.51



CONSULTANTS:



HADDAD CARRIAGE HOUSE

Geoff & Carolyn Haddad

405 Scott Avenue
Fort Collins, Colorado

[illegible]

ELEVATIONS & PERSPECTIVES

Project number	UR-04-19
Date	Issue Date
Drawn by	BAM
Checked by	BAM

PDP-2

Scale As indicated



KEEFE CIVIL, LLC
825 Union Street
Golden, Colorado 80401
(970) 215-6808

December 6, 2019

Keefe Civil Project Number: 2019-020

Shane Boyle, P.E.
Development Review Engineer
Stormwater Engineering & Development Review Division
City of Fort Collins Utilities
700 Wood Street
Fort Collins, Colorado 80522

RE: 405 Scott Avenue Carriage House Drainage Memo
Parcel #9710425005

Dear Shane:

The purpose of this letter is to describe the proposed site improvements and potential drainage impacts at 405 Scott Avenue (Parcel #9710425005). The site is located on the west side of Scott Avenue in Fort Collins, Colorado between West Mulberry Street and West Magnolia Street. The lot is bound by an existing residence to the north, a church parking lot to the south, Scott Avenue right-of-way to the east, and a gravel alleyway to the west.

The 0.37-acre project site is a developed residential lot with established landscaping, a single-story house, two gardening sheds, carport, and a detached garage with access from the alley (Exhibit A). The project site is located within the Old Town Drainage Basin area. The garage concrete approach on the western property line, historic Basin A, drains towards the alley. Historic Basin B drains to a low point in the backyard of the property and infiltrates into the existing landscaping. Historic Basin C drains towards Scott Avenue.

Per the flood insurance rate map (Exhibit B), the lot is located within Zone X. Zone X is defined as an area of minimal flood hazard and does not have a base flood elevation associated with it.

The proposed site improvements include a carriage house, deck area, crushed granite emergency access pathway, gravel parking adjacent to the alley, updated landscaping, and an updated ADA-compliant concrete sidewalk adjacent to Scott Avenue (Exhibit C). The drainage patterns will remain consistent with the existing conditions; however, in an attempt to minimize any potential increased stormwater retention in the backyard, all proposed carriage house roof drains and the gravel parking area will drain towards the alley. Developed drainage Basin C will remain relatively unchanged and was not included in the drainage calculations.

The composite runoff coefficient and drainage basin runoff calculations for the historic and developed site are included in the enclosed tables (Exhibit D). Using the Fort Collins Stormwater Criteria Manual, the proposed site runoff will increase into the alley (Basin A) and decrease towards the backyard infiltration area (Basin B).

	2-year	10-year	100-year
Basin A Historic Runoff	0.02 cfs	0.03 cfs	0.08 cfs
Basin A Developed Runoff	0.09 cfs	0.15 cfs	0.37 cfs
Basin B Historic Runoff	0.13 cfs	0.22 cfs	0.59 cfs
Basin B Developed Runoff	0.12 cfs	0.20 cfs	0.55 cfs

Based on a recent site visit and field survey (Exhibit C), stormwater in the alley will drain south to the Mulberry Street flowline (5035.40) prior to impacting either the existing church (finished floor 5038.07) or the existing housing structures on lots 12 through 16 adjacent to the alley west of the project site.

Since Basin B is an existing infiltration basin and Basin C remains relatively unchanged with proposed site improvements, only Basin A was factored into the total increase in the following impervious area calculations.

Hardscape or Hard Surface	Historic Area (sf)	Adjusted Area (sf)	Developed Area (sf)	Adjusted Area (sf)	Change in Impervious Area (sf)
Asphalt, Concrete	280	280	280	280	978
Rooftop	0	0	854	854	
Pavers (40%)	0	0	0	0	
Deck (40%)	0	0	0	0	
Gravel parking (40%)	0	0	270	124	
Total Impervious Area Leaving Site	1,315	280	1,404	1,258	

Based on the enclosed design, it is my professional opinion the additional runoff generated by this development will not cause adverse impacts to downstream private properties.

I hereby attest that this letter for the final drainage design for the 405 Scott Avenue Carriage House was prepared by me or under my direct supervision, in accordance with the provisions of the Fort Collins Stormwater Criteria Manual. I understand that the City of Fort Collins does not and will not assume liability for drainage facilities designed by others.

Thank you for the opportunity to submit this drainage memo. Please do not hesitate to reach out to me if you have any questions or comments regarding the above items. (970) 215-6808

Best regards,



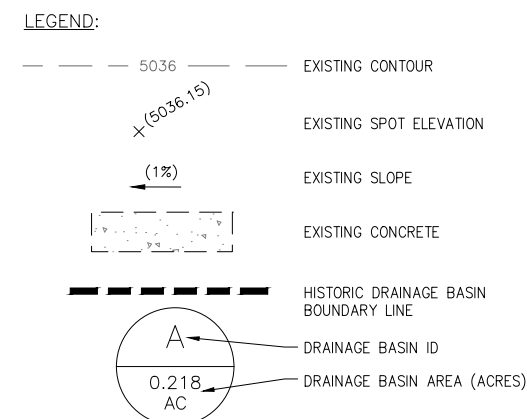
Megan L. Keefe, PE / Manager
Keefe Civil, LLC



Enclosures

Cc: Carolyn Haddad, homeowner
Brian A. Majeski, Assoc AIA, urban|rural design
Barry Schram, Lamar Valley Craftsman

EXHIBIT A



ABBREVIATION LEGEND:

AC	ACRES
DS	DOWNSPOUT
DWG	DRAWING
EG	EXISTING GROUND
FF	FINISHED FLOOR
FG	FINISHED GRADE
FL	FLOWLINE
FS	FINISHED SURFACE (CONCRETE)
GB	GRADE BREAK
GFF	GARAGE FINISHED FLOOR
HP	HIGH POINT
LCUASS	LARIMER COUNTY URBAN AREA STANDARDS
LP	LOW POINT

City of Fort Collins, Colorado UTILITY PLAN APPROVAL		
APPROVED: _____	City Engineer	_____ Date
CHECKED BY: _____	Water & Wastewater Utility	_____ Date
CHECKED BY: _____	Stormwater Utility	_____ Date
CHECKED BY: _____	Parks & Recreation	_____ Date
CHECKED BY: _____	Traffic Engineer	_____ Date
CHECKED BY: _____	Environmental Planner	_____ Date



EXHIBIT B

National Flood Hazard Layer FIRMette



Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

Without Base Flood Elevation (BFE)
Zone A, V, AE

With BFE or Depth
Zone AE, AO, AH, VE, AR

Regulatory Floodway

0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile
Zone X

Future Conditions 1% Annual Chance Flood Hazard
Zone X

Area with Reduced Flood Risk due to Levee. See Notes.
Zone X

Area with Flood Risk due to Levee
Zone D

NO SCREEN
Zone X

Effective LOMR

Area of Undetermined Flood Hazard
Zone D

Channel, Culvert, or Storm Sewer

Levee, Dike, or Floodwall

Cross Sections with 1% Annual Chance Water Surface Elevation

Coastal Transect

Base Flood Elevation Line (BFE)

Limit of Study

Jurisdiction Boundary

Coastal Transect Baseline

Profile Baseline

Hydrographic Feature

Digital Data Available

No Digital Data Available

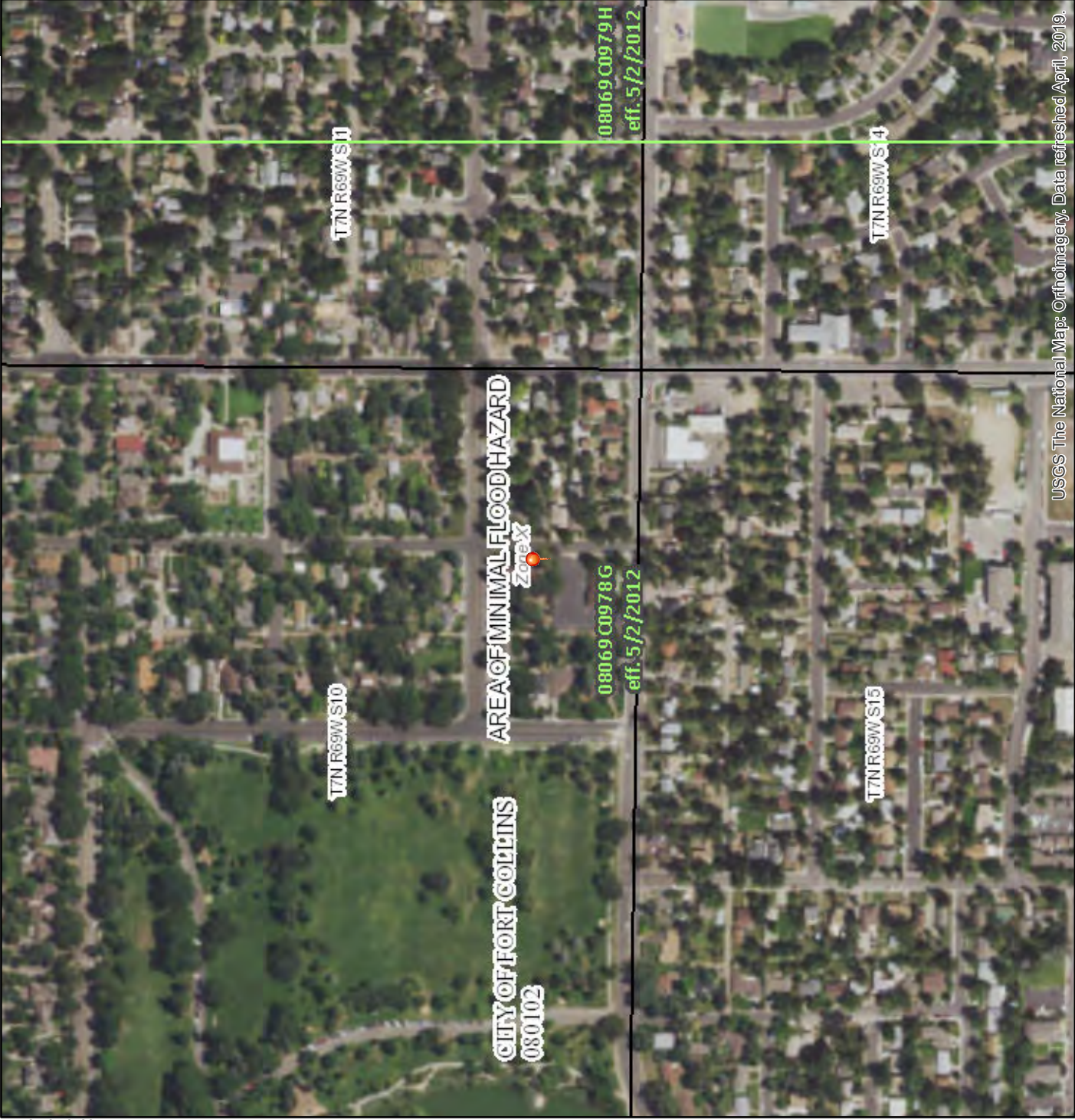
Unmapped

The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards.

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on **9/3/2019 at 6:29:54 PM** and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.



USGS The National Map: Orthoimagery. Data refreshed April, 2019.

40°34'43.38\"/>

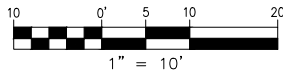
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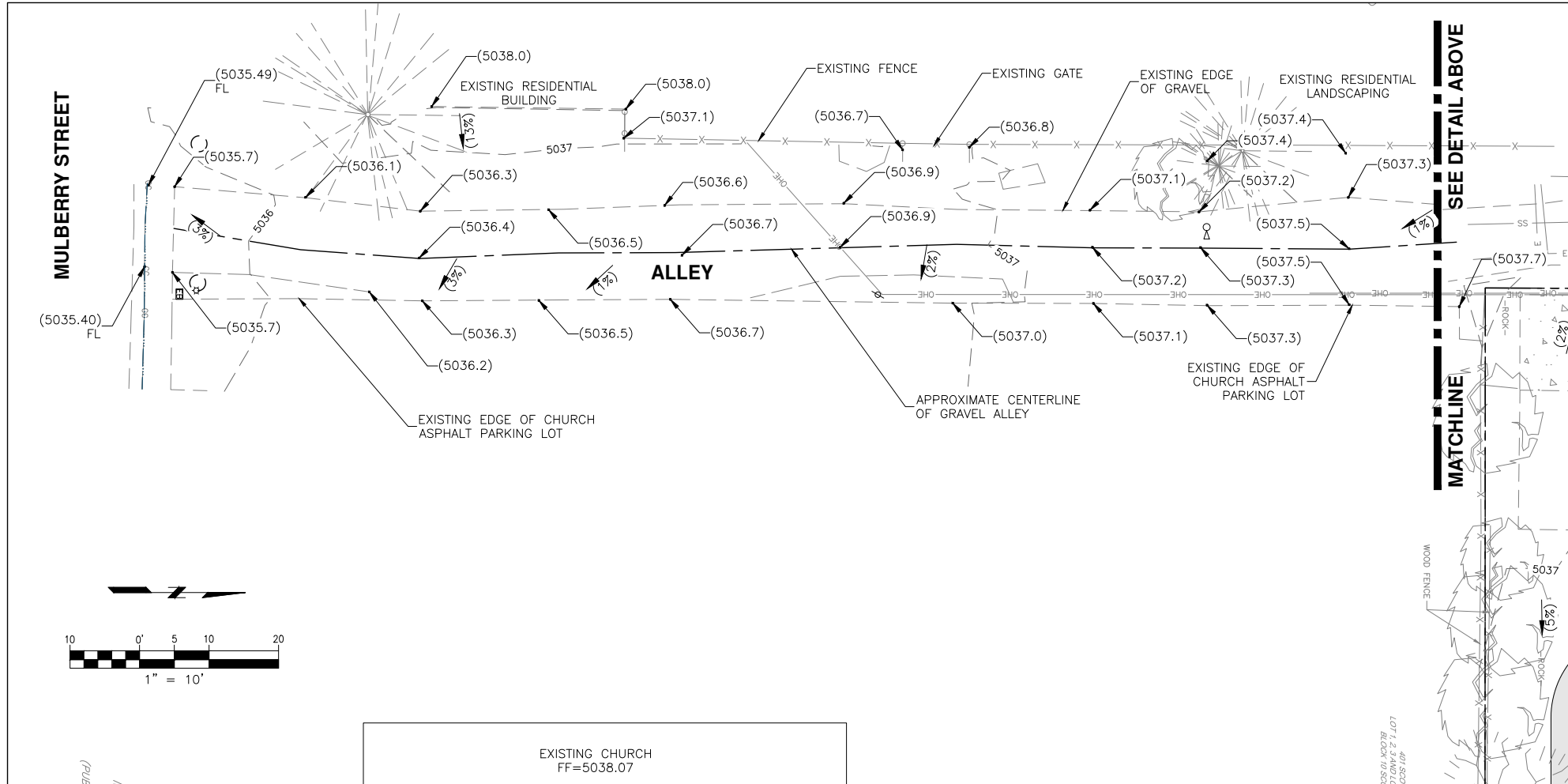
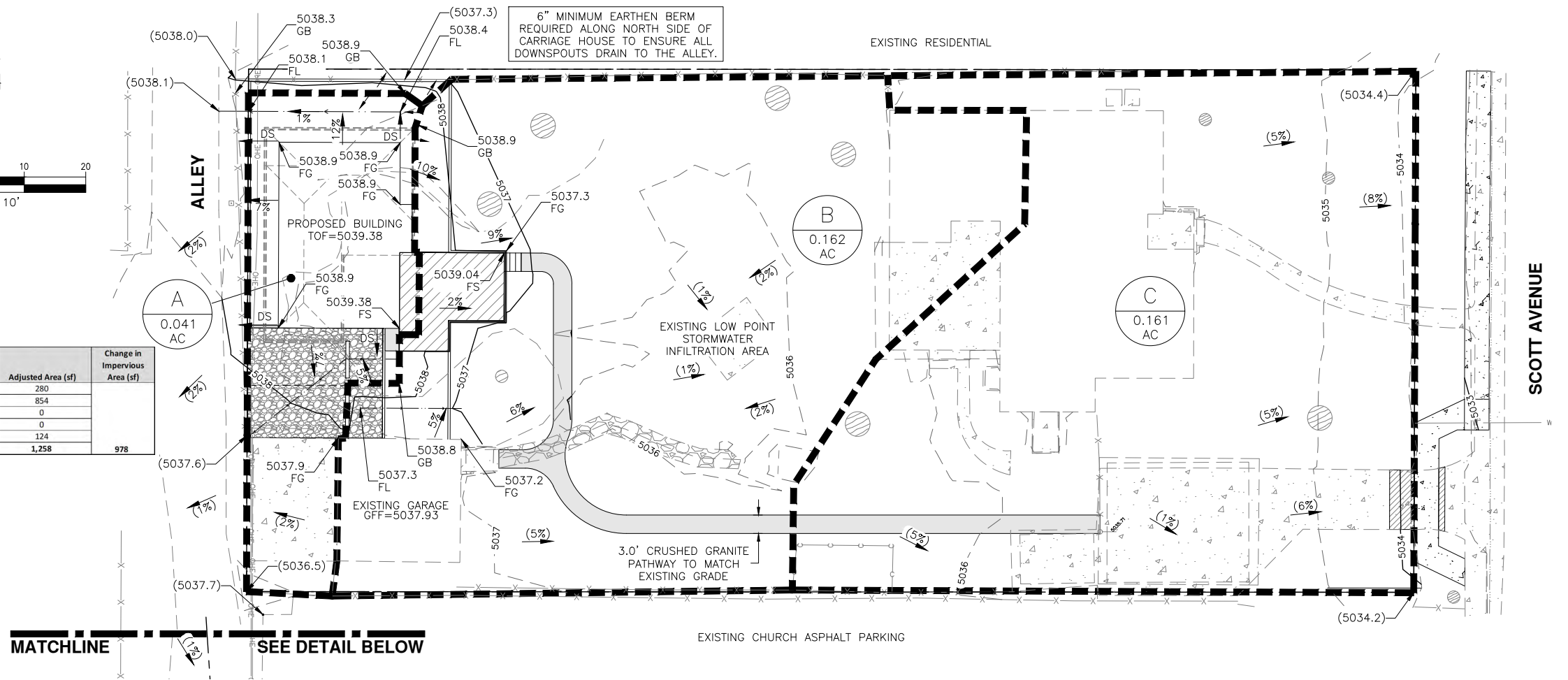
EXHIBIT C

ABBREVIATION LEGEND:

AC	ACRES
DS	DOWNSPOUT
DWG	DRAWING
EG	EXISTING GROUND
FF	FINISHED FLOOR
FG	FINISHED GRADE
FL	FLOWLINE
FS	FINISHED SURFACE (CONCRETE)
GB	GRADE BREAK
GFF	GARAGE FINISHED FLOOR
HP	HIGH POINT
LP	LOW POINT



Hardscape or Hard Surface	Historic Area (sf)	Adjusted Area (sf)	Developed Area (sf)	Adjusted Area (sf)	Change in Impervious Area (sf)
Asphalt, Concrete	280	280	280	280	
Rooftop	0	0	854	854	
Pavers (40%)	0	0	0	0	
Deck (40%)	0	0	0	0	
Gravel parking (40%)	0	0	309	124	
Total Impervious Area Leaving Site	1,315	280	1,443	1,258	978



LEGEND:

5036	EXISTING CONTOUR
5036	PROPOSED CONTOUR
+5036.84	PROPOSED SPOT ELEVATION
+5036.15	EXISTING SPOT ELEVATION
2%	PROPOSED SLOPE
1%	EXISTING SLOPE
[Pattern]	PROPOSED CONCRETE
[Pattern]	EXISTING CONCRETE
[Pattern]	PROPOSED GRAVEL
[Pattern]	PROPOSED ACCESS PATH
→	PROPOSED FLOWLINE
DS →	PROPOSED DOWNSPOUT AND FLOW DIRECTION
---	DEVELOPED DRAINAGE BASIN BOUNDARY LINE
A	DRAINAGE BASIN ID
0.218 AC	DRAINAGE BASIN AREA (ACRES)

City of Fort Collins, Colorado
UTILITY PLAN APPROVAL

APPROVED:	City Engineer	Date
CHECKED BY:	Water & Wastewater Utility	Date
CHECKED BY:	Stormwater Utility	Date
CHECKED BY:	Parks & Recreation	Date
CHECKED BY:	Traffic Engineer	Date
CHECKED BY:	Environmental Planner	Date



7

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MLK

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DATE

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DATE

DATE

DATE

DATE

REVISIONS

NO.

BY

12/06/19

11/05/19

09/18/19

2

1

1

UPDATED PARKING AREA AND FENCE LOCATION.

ADD 3' WALK, REVISED DECK, FENCE, & UTILITIES.

MLK

MLK

MLK

DATE

DATE

DATE

REVISIONS

NO.

BY

39378

MEGAN L. KEEFE

COLORADO LICENSED PROFESSIONAL ENGINEER

KEEFE CIVIL, LLC

825 UNION STREET

GOLDEN, CO 80401

(970) 215-6808

MEG@KEEFECIVIL.COM

405 SCOTT AVENUE UTILITY PLANS

DEVELOPED DRAINAGE PLAN

FORT COLLINS, COLORADO

SHEET

C5 OF 7

EXHIBIT D

Composite Runoff Coefficient Calculations
405 Scott Avenue

$$C = \frac{\sum_{i=1}^n (C_i A_i)}{A_t}$$

Equation 5-2

Where: C = Composite Runoff Coefficient

C_i = Runoff Coefficient for Specific Area (A_i), dimensionless

A_i = Area of Surface with Runoff Coefficient of C_i, acres or square feet

n = Number of different surfaces to be considered

A_t = Total Area over which C is applicable, acres or square feet

Surface Type	Runoff Coefficients ¹	Historic Drainage Basin A			Historic Drainage Basin B			Developed Drainage Basin A			Developed Drainage Basin B		
		Area (sf)	Minor (2- and 10-yr) Composite C ²	Major (100-yr) Composite C ³	Area (sf)	Minor (2- and 10-yr) Composite C ²	Major (100-yr) Composite C ³	Area (sf)	Minor (2- and 10-yr) Composite C ²	Major (100-yr) Composite C ³	Area (sf)	Minor (2- and 10-yr) Composite C ²	Major (100-yr) Composite C ³
Hardscape or Hard Surface													
Asphalt, Concrete	0.95	280			115			280			23		
Rooftop	0.95	0			1,080			854			1,080		
Pavers	0.50	0			120			0			90		
Deck	0.40	0			0			0			192		
Gravel parking/Access sidewalk	0.50	0			0			309			346		
Total Impervious Area		280			1,315			1,443			1,731		
Landscape or Pervious Surface													
Lawns, Clayey Soil, Flat Slope < 2%	0.20	110			7,325			345			5,314		
Total Drainage Basin A		390	0.74	0.92	8,640	0.31	0.38	1,788	0.73	0.91	7,045	0.34	0.43

Notes:

1. Runoff coefficients per Fort Collins Stormwater Criteria Manual Table 3.2-2.
2. Composite runoff coefficient per Fort Collins Stormwater Criteria Manual Equation 5-1.
3. Frequency adjustment factor per Fort Collins Stormwater Criteria Manual Table 3.2-3.

Table 3.2-3. Frequency Adjustment Factors

Storm Return Period (years)	Frequency Adjustment Factor (C _f)
2, 5, 10	1.00
25	1.10
50	1.20
100	1.25

Table 3.2-2. Surface Type - Runoff Coefficients

Surface Type	Runoff Coefficients
Hardscape or Hard Surface	
Asphalt, Concrete	0.95
Rooftop	0.95
Recycled Asphalt	0.80
Gravel	0.50
Pavers	0.50
Landscape or Pervious Surface	
Lawns, Sandy Soil, Flat Slope < 2%	0.10
Lawns, Sandy Soil, Avg Slope 2-7%	0.15
Lawns, Sandy Soil, Steep Slope >7%	0.20
Lawns, Clayey Soil, Flat Slope < 2%	0.20
Lawns, Clayey Soil, Avg Slope 2-7%	0.25
Lawns, Clayey Soil, Steep Slope >7%	0.35

Drainage Basin Runoff Calculations
405 Scott Avenue

Basin	Area (acres)	Minor Composite C	Major Composite C	Initial/Overland Time ¹				Travel Time ²					Final T _c ³		Intensity (in/hr) ⁴			Basin Flow (cfs) ⁵		
				Length (ft)	Slope (%)	Minor t _o (min)	Major t _o (min)	Length (ft)	Slope (%)	Channel Type	Velocity (fps)	t _t (min)	Minor Tc (min)	Major Tc (min)	2-yr	10-yr	100-yr	2-yr	10-yr	100-yr
Historic																				
A	0.009	0.74	0.92	15	2	2.1	1.0			NA			5.0	5.0	2.85	4.87	9.95	0.02	0.03	0.08
B	0.198	0.31	0.38	90	2	11.2	10.1			NA			11.2	10.1	2.13	3.63	7.72	0.13	0.22	0.59
Developed																				
A	0.041	0.73	0.91	30	3	2.6	1.4			NA			5.0	5.0	2.85	4.87	9.95	0.09	0.15	0.37
B	0.162	0.34	0.43	96	2	11.0	9.8			NA			11.0	9.8	2.13	3.63	8.03	0.12	0.20	0.55

Notes:

1. Per Fort Collins Stormwater Criteria Manual Section 3.3.2.

$$T_i = \frac{1.87(1.1 - C \times C_f) \sqrt{L}}{\sqrt[3]{S}}$$

Where: C = Runoff Coefficient, dimensionless

C_f = Frequency Adjustment Factor, dimensionless

L = Length of Overland Flow, feet

S = Slope, percent

2. Per Fort Collins Stormwater Criteria Manual Section 3.3.3.

$$V = \frac{1.49}{n} R^{2/3} S^{1/2}$$

Where: V = Velocity, feet/second

n = Roughness Coefficient, dimensionless

R = Hydraulic Radius, feet (Hydraulic Radius = area / wetted perimeter, feet)

S = Longitudinal Slope, feet/feet

And:

$$T_t = \frac{L}{V \times 60}$$

3. Per Fort Collins Stormwater Criteria Manual Section 3.3.4. A minimum T_c of 5 minutes is required.

$$T_c = \frac{L}{180} + 10$$

4. Per IDF Table for Rational Method, Table 3.4-1 Fort Collins Stormwater Criteria Manual.

5. Per Fort Collins Stormwater Criteria Manual Equation 5-1.

$$Q = CIA$$

Where: Q = Peak Rate of Runoff, cfs

C = Runoff Coefficient, dimensionless

I = Rainfall Intensity, in/hr

A = Area of the Basin or Sub-basin, acres

THE NORTH 10 FEET OF LOT 4, ALL OF LOT 5 AND THE S 1/2 OF LOT 6, BLOCK 10, SCOTT-SHERWOOD ADDITION
TO THE CITY OF FORT COLLINS, COUNTY OF LARIMER, STATE OF COLORADO
SITUATE IN THE SOUTHEAST QUARTER OF SECTION 10, TOWNSHIP 7 NORTH, RANGE 69 WEST OF THE 6TH P.M.
CITY OF FORT COLLINS, COUNTY OF LARIMER, STATE OF COLORADO
DECEMBER 2019

A circular professional engineer seal for Megan L. Keefe. The outer ring contains the text "COLORADO LICENSED" at the top and "PROFESSIONAL ENGINEER" at the bottom, separated by dots. The inner circle contains the name "MEGAN L. KEEFE" at the top and the license number "39378" in the center. The seal has a rope-like border.

1



KEEFE CIVIL, LLC
825 UNION STREET
GOLDEN, CO 80401
(970) 215-6808
MEG@KEEFECIVIL.COM



FORT COLLINS, COLORADO

C1 OF 7

<p align="center">City of Fort Collins, Colorado</p> <p align="center">UTILITY PLAN APPROVAL</p>		
APPROVED: _____	City Engineer	Date _____
CHECKED BY: _____	Water & Wastewater Utility	Date _____
CHECKED BY: _____	Stormwater Utility	Date _____
CHECKED BY: _____	Parks & Recreation	Date _____
CHECKED BY: _____	Traffic Engineer	Date _____
CHECKED BY: _____	Environmental Planner	Date _____



3. ALL MATERIALS, WORKMANSHIP, AND CONSTRUCTION OF THE PROJECT SHALL MEET OR EXCEED THE STANDARDS AND SPECIFICATIONS SET FORTH IN THE LARIMER COUNTY URBAN AREA STREET STANDARDS AND APPLICABLE STATE AND FEDERAL REGULATIONS. WHERE THERE IS CONFLICT BETWEEN THESE PLANS AND THE SPECIFICATIONS, OR ANY APPLICABLE STANDARDS, THE MOST RESTRICTIVE STANDARD SHALL APPLY. ALL WORK SHALL BE INSPECTED AND APPROVED BY THE LOCAL ENTITY.
2. ALL REFERENCES TO ANY PUBLISHED STANDARDS SHALL REFER TO THE LATEST REVISION OF SAID STANDARD, UNLESS SPECIFICALLY STATED OTHERWISE.
3. THESE PUBLIC IMPROVEMENT CONSTRUCTION PLANS SHALL BE VALID FOR A PERIOD OF THREE YEARS FROM THE DATE OF APPROVAL BY THE LOCAL ENTITY ENGINEER. USE OF THESE PLANS AFTER THE EXPIRATION DATE WILL REQUIRE A NEW REVIEW AND APPROVAL PROCESS BY THE LOCAL ENTITY PRIOR TO COMMENCEMENT OF ANY WORK SHOWN IN THESE PLANS.
4. THE ENGINEER WHO HAS PREPARED THESE PLANS, BY EXECUTION AND/OR SEAL HEREOF, DOES HEREBY AFFIRM RESPONSIBILITY TO THE LOCAL ENTITY, AS BENEFICIARY OF SAID ENGINEER'S WORK, FOR ANY ERRORS AND OMISSIONS CONTAINED IN THESE PLANS, AND APPROVAL OF THESE PLANS BY THE LOCAL ENTITY ENGINEER SHALL NOT RELIEVE THE ENGINEER WHO HAS PREPARED THESE PLANS OF ALL SUCH RESPONSIBILITY. FURTHER, TO THE EXTENT PERMITTED BY LAW, THE ENGINEER HEREBY AGREES TO HOLD HARMLESS AND INDEMNIFY THE LOCAL ENTITY, AND ITS OFFICERS AND EMPLOYEES, FROM AND AGAINST ALL LIABILITIES, CLAIMS, AND DEMANDS WHICH MAY ARISE FROM ANY ERRORS AND OMISSIONS CONTAINED IN THESE PLANS.
5. ALL SANITARY SEWER, STORM SEWER, AND WATER LINE CONSTRUCTION, AS WELL AS POWER AND OTHER "DRY" UTILITY INSTALLATIONS, SHALL CONFORM TO THE LOCAL ENTITY STANDARDS AND SPECIFICATIONS CURRENT AT THE DATE OF APPROVAL OF THE PLANS BY THE LOCAL ENTITY ENGINEER.
6. THE TYPE, SIZE, LOCATION AND NUMBER OF ALL KNOWN UNDERGROUND UTILITIES ARE APPROXIMATE WHEN SHOWN ON THE DRAWINGS. IT SHALL BE THE RESPONSIBILITY OF THE DEVELOPER TO VERIFY THE EXISTENCE AND LOCATION OF ALL UNDERGROUND UTILITIES ALONG THE ROUTE OF THE WORK BEFORE COMMENCING NEW CONSTRUCTION. THE DEVELOPER SHALL BE RESPONSIBLE FOR UNKNOWN UNDERGROUND UTILITIES.
7. THE ENGINEER SHALL CONTACT THE UTILITY NOTIFICATION CENTER OF COLORADO (UNCCE) AT 1-800-922-1987, AT LEAST 2 WORKING DAYS PRIOR TO BEGINNING EXCAVATION OR GRADING, TO HAVE ALL REGISTERED UTILITY LOCATIONS MARKED. OTHER UNREGISTERED UTILITY ENTITIES (I.E. DITCH / IRRIGATION COMPANY) ARE TO BE LOCATED BY CONTACTING THE RESPECTIVE REPRESENTATIVE. UTILITY SERVICE LATERALS ARE ALSO TO BE LOCATED PRIOR TO BEGINNING EXCAVATION OR GRADING. IT SHALL BE THE RESPONSIBILITY OF THE DEVELOPER TO RELOCATE ALL EXISTING UTILITIES THAT CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THESE PLANS.
8. THE DEVELOPER SHALL BE RESPONSIBLE FOR PROTECTING ALL UTILITIES DURING CONSTRUCTION AND FOR COORDINATING WITH THE APPROPRIATE UTILITY COMPANY FOR ANY UTILITY CROSSINGS REQUIRED.
9. IF A CONFLICT EXISTS BETWEEN EXISTING AND PROPOSED UTILITIES AND/OR A DESIGN MODIFICATION IS REQUIRED, THE DEVELOPER SHALL COORDINATE WITH THE ENGINEER TO MODIFY THE DESIGN. DESIGN MODIFICATION(S) MUST BE APPROVED BY THE LOCAL ENTITY PRIOR TO BEGINNING CONSTRUCTION.
10. THE DEVELOPER SHALL COORDINATE AND COOPERATE WITH THE LOCAL ENTITY, AND ALL UTILITY COMPANIES INVOLVED, TO ASSURE THAT THE WORK IS ACCOMPLISHED IN A TIMELY FASHION AND WITH A MINIMUM DISRUPTION OF SERVICE. THE DEVELOPER SHALL BE RESPONSIBLE FOR CONTACTING, IN ADVANCE, ALL PARTIES AFFECTED BY ANY DISRUPTION OF ANY UTILITY SERVICE AS WELL AS THE UTILITY COMPANIES.
11. NO WORK MAY COMMENCE WITHIN ANY PUBLIC STORM WATER, SANITARY SEWER OR POTABLE WATER SYSTEM UNTIL THE DEVELOPER NOTIFIES THE UTILITY PROVIDER. NOTIFICATION SHALL BE A MINIMUM OF 2 WORKING DAYS PRIOR TO COMMENCEMENT OF ANY WORK. AT THE DISCRETION OF THE WATER UTILITY PROVIDER, A PRE-CONSTRUCTION MEETING MAY BE REQUIRED PRIOR TO COMMENCEMENT OF ANY WORK.
12. THE DEVELOPER SHALL SEQUENCE INSTALLATION OF UTILITIES IN SUCH A MANNER AS TO MINIMIZE POTENTIAL UTILITY CONFLICTS. IN GENERAL, STORM SEWER AND SANITARY SEWER SHOULD BE CONSTRUCTED PRIOR TO INSTALLATION OF THE WATER LINES AND DRY UTILITIES.
13. THE MINIMUM COVER OVER WATER LINES IS 4.5 FEET AND THE MAXIMUM COVER IS 5.5 FEET UNLESS OTHERWISE NOTED IN THE PLANS AND APPROVED BY THE WATER UTILITY.
14. A STATE CONSTRUCTION DEWATERING WASTEWATER DISCHARGE PERMIT IS REQUIRED IF DEWATERING IS REQUIRED IN ORDER TO INSTALL UTILITIES OR WATER IS DISCHARGED INTO A STORM SEWER, CHANNEL, IRRIGATION DITCH OR ANY WATERS OF THE UNITED STATES.
15. THE DEVELOPER SHALL COMPLY WITH ALL TERMS AND CONDITIONS OF THE COLORADO PERMIT FOR STORM WATER DISCHARGE (CONTACT COLORADO DEPARTMENT OF HEALTH, WATER QUALITY CONTROL DIVISION, (303) 692-3590), THE STORM WATER MANAGEMENT PLAN, AND THE EROSION CONTROL PLAN.
16. THE LOCAL ENTITY SHALL NOT BE RESPONSIBLE FOR THE MAINTENANCE OF STORM DRAINAGE FACILITIES LOCATED ON PRIVATE PROPERTY. MAINTENANCE OF ONSITE DRAINAGE FACILITIES SHALL BE THE RESPONSIBILITY OF THE PROPERTY OWNER(S).
17. PRIOR TO FINAL INSPECTION AND ACCEPTANCE BY THE LOCAL ENTITY, CERTIFICATION OF THE DRAINAGE FACILITIES, BY A REGISTERED ENGINEER, MUST BE SUBMITTED TO AND APPROVED BY THE STORMWATER UTILITY DEPARTMENT. CERTIFICATION SHALL BE SUBMITTED TO THE STORMWATER UTILITY DEPARTMENT AT LEAST TWO WEEKS PRIOR TO THE RELEASE OF A CERTIFICATE OF OCCUPANCY FOR SINGLE FAMILY UNITS. FOR COMMERCIAL PROPERTIES, CERTIFICATION SHALL BE SUBMITTED TO THE STORMWATER UTILITY DEPARTMENT AT LEAST TWO WEEKS PRIOR TO THE RELEASE OF ANY BUILDING PERMITS IN EXCESS OF THOSE ALLOWED PRIOR TO CERTIFICATION PER THE DEVELOPMENT AGREEMENT.
18. THE LOCAL ENTITY SHALL NOT BE RESPONSIBLE FOR ANY DAMAGES OR INJURIES SUSTAINED IN THIS DEVELOPMENT AS A RESULT OF GROUNDWATER SEEPAGE, WHETHER RESULTING FROM GROUNDWATER FLOODING, STRUCTURAL DAMAGE OR OTHER DAMAGE UNLESS SUCH DAMAGE OR INJURIES ARE SUSTAINED AS A RESULT OF THE LOCAL ENTITY FAILURE TO PROPERLY MAINTAIN ITS WATER, WASTEWATER, AND/OR STORM DRAINAGE FACILITIES IN THE DEVELOPMENT.
19. ALL RECOMMENDATIONS OF THE FINAL DRAINAGE MEMO DATED NOVEMBER 5, 2019 BY KEEFE CIVIL SHALL BE FOLLOWED AND IMPLEMENTED.
20. TEMPORARY EROSION CONTROL DURING CONSTRUCTION SHALL BE PROVIDED AS SHOWN ON THE EROSION CONTROL PLAN. ALL EROSION CONTROL MEASURES SHALL BE MAINTAINED IN GOOD REPAIR BY THE DEVELOPER, UNTIL SUCH TIME AS THE ENTIRE DISTURBED AREAS IS STABILIZED WITH HARD SURFACE OR LANDSCAPING.
21. THE DEVELOPER SHALL BE RESPONSIBLE FOR INSURING THAT NO MUD OR DEBRIS SHALL BE TRACKED ONTO THE EXISTING PUBLIC STREET SYSTEM. MUD AND DEBRIS MUST BE REMOVED WITHIN 24 HOURS BY AN APPROPRIATE MECHANICAL METHOD (I.E. MACHINE BROOM SWEEP, LIGHT DUTY FRONT-END LOADER, ETC.) OR AS APPROVED BY THE LOCAL ENTITY STREET INSPECTOR.
22. NO WORK MAY COMMENCE WITHIN ANY IMPROVED OR UNIMPROVED PUBLIC RIGHT-OF-WAY UNTIL A RIGHT-OF-WAY PERMIT OR DEVELOPMENT CONSTRUCTION PERMIT IS OBTAINED, IF APPLICABLE.
23. THE DEVELOPER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FOR ALL APPLICABLE AGENCIES PRIOR TO COMMENCEMENT OF CONSTRUCTION. THE DEVELOPER SHALL NOTIFY THE LOCAL ENTITY ENGINEERING INSPECTOR (FORT COLLINS - 221-6605) AND THE LOCAL ENTITY EROSION CONTROL INSPECTOR (FORT COLLINS - 221-6700) AT LEAST 2 WORKING DAYS PRIOR TO THE START OF ANY EARTH DISTURBING ACTIVITY, OR CONSTRUCTION ON ANY AND ALL PUBLIC IMPROVEMENTS. IF THE LOCAL ENTITY ENGINEER IS NOT AVAILABLE AFTER PROPER NOTICE OF CONSTRUCTION ACTIVITY HAS BEEN PROVIDED, THE DEVELOPER MAY COMMENCE WORK IN THE ENGINEER ABSENCE. HOWEVER, THE LOCAL ENTITY RESERVES THE RIGHT NOT TO ACCEPT THE IMPROVEMENT IF SUBSEQUENT TESTING REVEALS AN IMPROPER INSTALLATION.
24. THE DEVELOPER SHALL BE RESPONSIBLE FOR OBTAINING SOILS TESTS WITHIN THE PUBLIC RIGHT-OF-WAY AFTER RIGHT-OF-WAY GRADING AND ALL UTILITY TRENCH WORK IS COMPLETE AND PRIOR TO THE PLACEMENT OF CURB, GUTTER, SIDEWALK AND PAVEMENT. IF THE FINAL SOILS/PAVEMENT DESIGN REPORT DOES NOT CORRESPOND WITH THE RESULTS OF THE ORIGINAL GEOTECHNICAL REPORT, THE DEVELOPER SHALL BE RESPONSIBLE FOR A RE-DESIGN OF THE SUBJECT PAVEMENT SECTION OR, THE DEVELOPER MAY USE THE LOCAL ENTITY'S DEFAULT PAVEMENT THICKNESS SECTION(S). REGARDLESS OF THE OPTION USED, ALL FINAL SOILS/PAVEMENT DESIGN REPORTS SHALL BE PREPARED BY A LICENSED PROFESSIONAL ENGINEER. THE FINAL REPORT SHALL BE SUBMITTED TO THE INSPECTOR A MINIMUM OF 10 WORKING DAYS PRIOR TO PLACEMENT OF BASE AND ASPHALT. PLACEMENT OF CURB, GUTTER, SIDEWALK, BASE AND ASPHALT SHALL NOT OCCUR UNTIL THE LOCAL ENTITY ENGINEER APPROVES THE FINAL REPORT.
25. THE CONTRACTOR SHALL HIRE A LICENSED ENGINEER OR LAND SURVEYOR TO SURVEY THE CONSTRUCTED ELEVATIONS OF THE STREET SUBGRADE AND THE GUTTER FLOWLINE AT ALL INTERSECTIONS, INLETS, AND OTHER LOCATIONS REQUESTED BY THE LOCAL ENTITY INSPECTOR. THE ENGINEER OR SURVEYOR MUST CERTIFY IN A LETTER TO THE LOCAL ENTITY THAT THESE ELEVATIONS CONFORM TO THE APPROVED PLANS AND SPECIFICATIONS. ANY DEVIATIONS SHALL BE NOTED IN THE LETTER AND THEN RESOLVED WITH THE LOCAL ENTITY BEFORE INSTALLATION OF BASE COURSE OR ASPHALT WILL BE ALLOWED ON THE STREETS.
26. ALL UTILITY INSTALLATIONS WITHIN OR ACROSS THE ROADBED OF NEW RESIDENTIAL ROADS MUST BE COMPLETED PRIOR TO THE FINAL STAGES OF ROAD CONSTRUCTION. FOR THE PURPOSES OF THESE STANDARDS, ANY WORK EXCEPT C/G ABOVE THE SUBGRADE IS CONSIDERED FINAL STAGE WORK. ALL SERVICE LINES MUST BE STUBBED TO THE PROPERTY LINES AND MARKED SO AS TO REDUCE THE EXCAVATION NECESSARY FOR BUILDING CONNECTIONS.
27. PORTIONS OF LARIMER COUNTY ARE WITHIN OVERLAY DISTRICTS. THE LARIMER COUNTY FLOODPLAIN RESOLUTION SHOULD BE REFERRED TO FOR ADDITIONAL CRITERIA FOR ROADS WITHIN THESE DISTRICTS.
28. ALL ROAD CONSTRUCTION IN AREAS DESIGNATED AS WILD FIRE HAZARD AREAS SHALL BE DONE IN ACCORDANCE WITH THE CONSTRUCTION CRITERIA AS ESTABLISHED IN THE WILD FIRE HAZARD AREA MITIGATION REGULATIONS IN FORCE AT THE TIME OF FINAL PLAT APPROVAL.
29. PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION, THE CONTRACTOR SHALL CONTACT THE LOCAL ENTITY FORESTER TO SCHEDULE A SITE INSPECTION FOR ANY TREE REMOVAL REQUIRING A PERMIT.
30. THE DEVELOPER SHALL BE RESPONSIBLE FOR ALL ASPECTS OF SAFETY INCLUDING, BUT NOT LIMITED TO, EXCAVATION, TRENCHING, SHORING, TRAFFIC CONTROL, AND SECURITY. REFER TO OSHA PUBLICATION 2226, EXCAVATING AND TRENCHING.
31. THE DEVELOPER SHALL SUBMIT A CONSTRUCTION TRAFFIC CONTROL PLAN, IN ACCORDANCE WITH MUTCD, TO THE APPROPRIATE RIGHT-OF-WAY AUTHORITY.

SHEET	C2 OF 7	<p>405 SCOTT AVENUE UTILITY PLANS</p> <hr/> <h2 style="text-align: center; margin: 10px 0;">GENERAL NOTES</h2> <hr/> <p>FORT COLLINS, COLORADO</p>
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KEEFE CIVIL, LLC

825 UNION STREET
GOLDEN, CO 80401
(970) 215-6808
MEG@KEEFECIVIL.COM



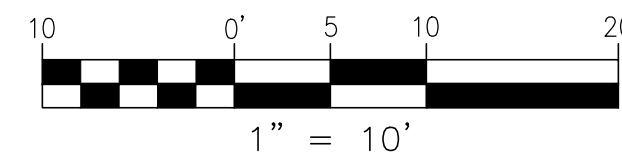
DATE	NO.	REVISIONS
12/06/19	1	UPDATED PARKING AREA AND FENCE LOCATION.
11/05/19	1	ADD 3' WALK, REVISED DECK, FENCE, & UTILITIES.
M.K.		
BY		
DATE		09/18/19
		JOB NO. 2019-020



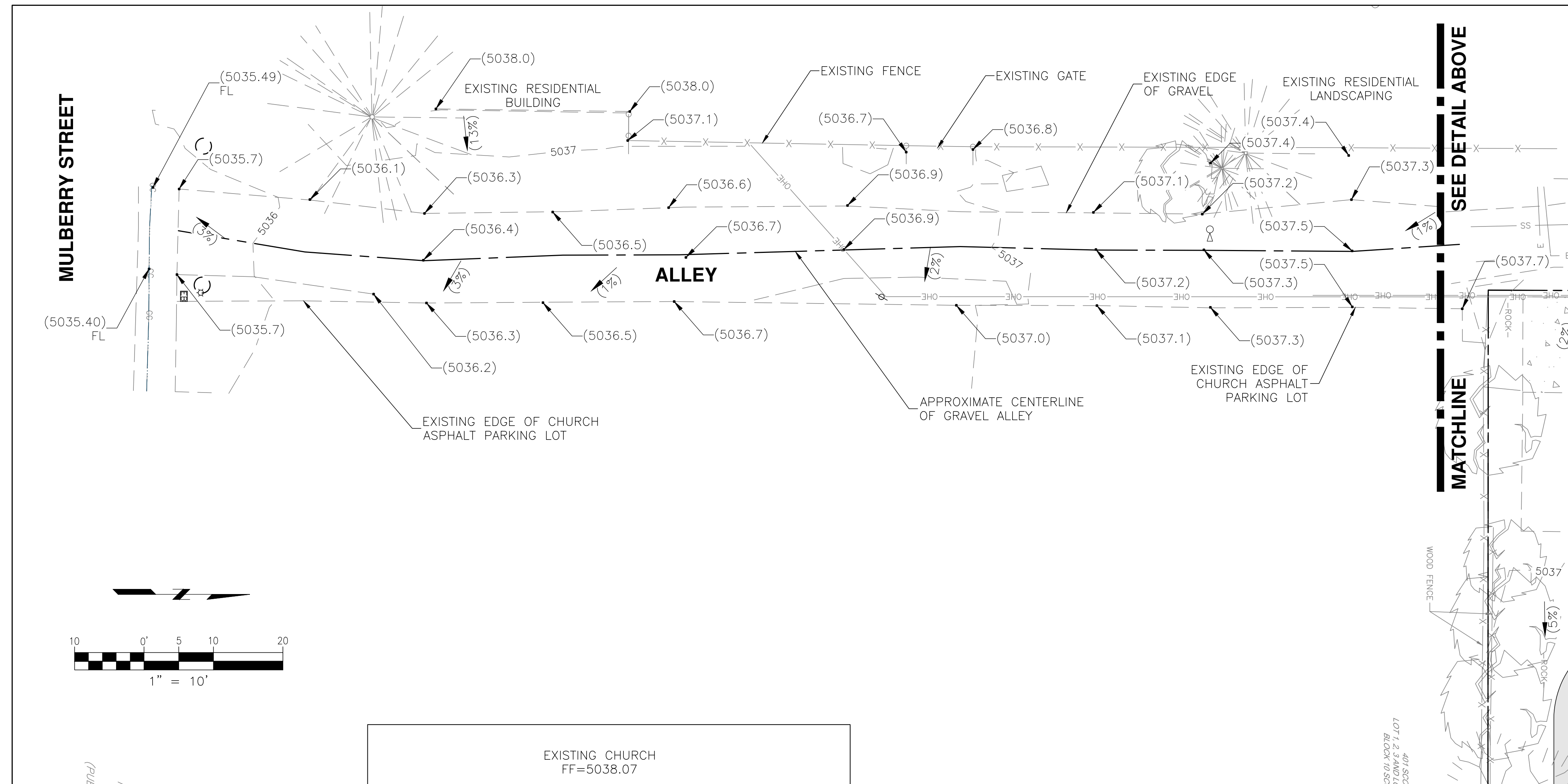
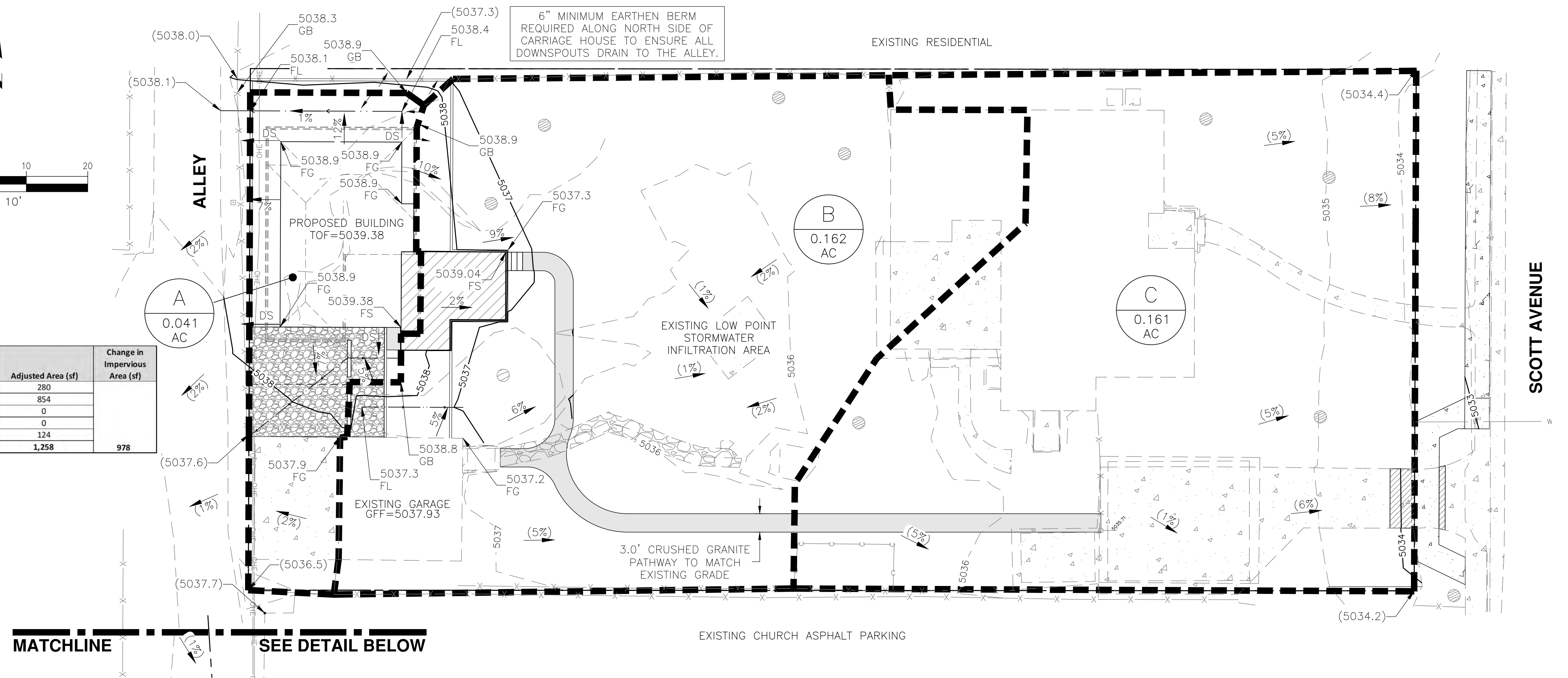
APPROVED BY:	City Engineer	Date
CHECKED BY:	Water & Wastewater Utility	Date
CHECKED BY:	Stormwater Utility	Date
CHECKED BY:	Parks & Recreation	Date
CHECKED BY:	Traffic Engineer	Date
CHECKED BY:	Environmental Planner	Date

DATE	09/18/19	DATE	09/18/19	BY	
NO.		REVISIONS			
1	12/06/19	3	UPDATED PARKING AREA AND FENCE LOCATION.		MLK
2	11/05/19	1	ADD 3" WALK, REVISED DECK, FENCE, & UTILITIES.		MLK
3					
4					
5					
6					
7					



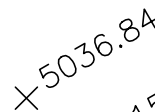
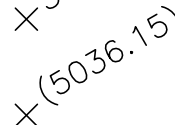
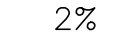
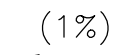
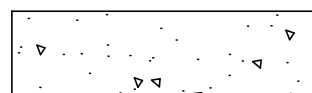

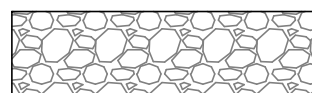

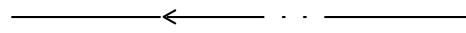


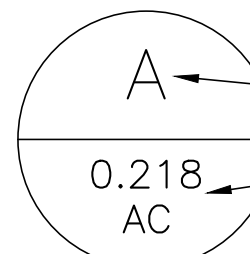
AC	ACRES
DS	DOWNSPOUT
DWG	DRAWING
EG	EXISTING GROUND
FF	FINISHED FLOOR
FG	FINISHED GRADE
FL	FLOWLINE
FS	FINISHED SURFACE (CONCRETE)
GB	GRADE BREAK
GFF	GARAGE FINISHED FLOOR
HP	HIGH POINT
LP	LOW POINT



	Historic Area (sf)	Adjusted Area (sf)	Developed Area (sf)	Adjusted Area (sf)	Change in Impervious Area (sf)
Hardscape or Hard Surface					
Asphalt, Concrete	280	280	280	280	
Rooftop	0	0	854	854	
Pavers (40%)	0	0	0	0	
Deck (40%)	0	0	0	0	
Gravel parking (40%)	0	0	309	124	
Total Impervious Area Leaving Site	1,315	280	1,443	1,258	978



LEGEND:

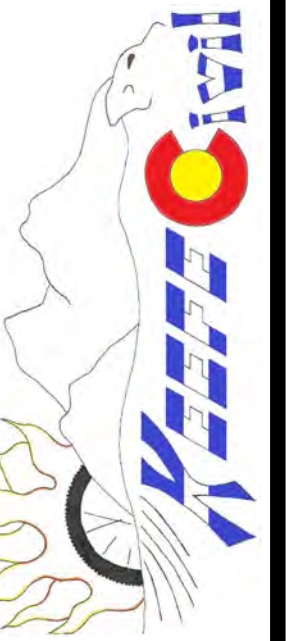
	5036	EXISTING CONTOUR
	5036	PROPOSED CONTOUR
		PROPOSED SPOT ELEVATION
		EXISTING SPOT ELEVATION
		PROPOSED SLOPE
		EXISTING SLOPE
		PROPOSED CONCRETE
		EXISTING CONCRETE
		PROPOSED GRAVEL
		PROPOSED ACCESS PATH
		PROPOSED FLOWLINE
		PROPOSED DOWNSPOUT AND FLOW DIRECTION
		DEVELOPED DRAINAGE BASIN BOUNDARY LINE
		DRAINAGE BASIN ID
		DRAINAGE BASIN AREA (ACRES)

City of Fort Collins, Colorado
UTILITY PLAN APPROVAL

APPROVED BY:	<u>City Engineer</u>	Date _____
CHECKED BY:	<u>Water & Wastewater Utility</u>	Date _____
CHECKED BY:	<u>Stormwater Utility</u>	Date _____
CHECKED BY:	<u>Parks & Recreation</u>	Date _____
CHECKED BY:	<u>Traffic Engineer</u>	Date _____
CHECKED BY:	<u>Environmental Planner</u>	Date _____



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DEVELOPED DRAINAGE PLAN

C5 OF 7

[illegible]

DRIVE-OVER CURB, GUTTER AND ATTACHED SIDEWALK

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

FINDINGS AND DECISION

HEARING DATE: January 30, 2020

PROJECT NAME: 405 Scott Avenue - Carriage House

CASE NUMBER: PDP/FDP #190019

APPLICANT: Brian Majeski
Urban Rural Design
252 Linden Street
Fort Collins, CO 80524

OWNER: Carolyn & Geoffrey Haddad
19445 Cypress Church Rd
Cypress, TX 77433

HEARING OFFICER: Marcus A. McAskin

PROJECT DESCRIPTION: The applicant has filed an application to construct 22-foot tall, 800 square foot carriage house on the rear half of the property located at 405 Scott Avenue, Fort Collins, CO 80521 (the “Subject Property”). The carriage house will be located behind and detached from an existing single-family residence.

The Subject Property is within the Neighborhood Conservation, Low Density (N-C-L) zone district and is subject to an Administrative Hearing (Type 1) review. The application is being processed as a combined Project Development Plan (PDP) / Final Development Plan (FDP).

The Subject Property is 16,150 square feet. Access to the carriage house will be taken from the existing alley. Existing landscaping on the Subject Property will be preserved.

After construction, there will be a total of six off-street parking spaces; four spaces located off of the alley adjacent to the carriage house and two spaces located off of Scott Avenue adjacent to the existing single-family residence.

No modifications of standards are being requested by the applicant.

BACKGROUND:

Applicable project background is detailed in the Planning Department Staff Report prepared for this application, a copy of which is attached to this decision as **ATTACHMENT A** and is incorporated herein by reference.

The surrounding zoning and land uses are set forth below:

	North	South	East	West
Zoning	Neighborhood Conservation, Low Density District (N-C-L)	Neighborhood Conservation, Low Density District (N-C-L)	Neighborhood Conservation, Low Density District (N-C-L)	Neighborhood Conservation, Low Density District (N-C-L)
Land Use	Single-family detached	Place of Worship	Single-family detached	Single-family detached

SUMMARY OF DECISION: **Approved with conditions.**

ZONE DISTRICT: **(N-C-L) Neighborhood Conservation, Low Density**

HEARING: The Hearing Officer opened the hearing at approximately 5:30 p.m. on Thursday, January 30, 2020 in the City Hall Council Chambers located at 300 Laporte Avenue.

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

1. Planning Department Staff Report prepared for 405 Scott Avenue Carriage House (PDP/FDP #190019). A copy of the Staff Report is attached to this decision as **ATTACHMENT A** and is incorporated herein by reference
2. Project Vicinity and Zoning Map.
3. 405 Scott Avenue Carriage House Project Narrative.
4. 405 Scott Avenue Carriage House Plan Set (4 sheets).
5. 405 Scott Avenue Carriage House Drainage Memo, dated December 6, 2019, from Keefe Civil, LLC (11 pages)
6. 405 Scott Avenue Carriage House Utility Plan Set (7 sheets).

7. Copy of written notice of hearing mailed on January 16, 2020.
8. Affidavit of Publication dated January 17, 2020, evidencing proof of publication of Notice of Hearing in the *Fort Collins Coloradoan* on January 17, 2020.
9. Copy of PowerPoint presentation presented during the hearing by Kai Kleer, City Planner.
10. Rules of Conduct for Administrative Hearings.
11. Administrative (Type 1) Hearing: Order of Proceedings.
12. The City's Comprehensive Plan, Land Use Code, and the formally promulgated ordinances and policies of the City are all considered part of the record considered by the Hearing Officer.

TESTIMONY: The following persons testified at the hearing:

From the City:	Kai Kleer, City Planner
From the Applicant:	Brian Majeski, Urban Rural Design, 252 Linden Street, Fort Collins, CO 80524
From the Owner:	Carolyn Haddad, 19445 Cypress Church Rd, Cypress, TX 77433
From the Public:	Dian Sparling, 324 Jackson Ave., Fort Collins, CO 80521 Ruth McMillen, 319 Gordon St., Fort Collins, CO 80521

FINDINGS

1. Testimony of Kai Kleer and evidence presented to the Hearing Officer established the fact that notice of the public hearing was properly posted, mailed and published.
2. Based on testimony provided at the public hearing and a review of the materials in the record of this case, the Hearing Officer concludes as follows:
 - A. The Application complies with the applicable procedural and administrative requirements of Article 2 of the Land Use Code.
 - B. The Application complies with the applicable General Development Standards contained in Article 3 of the Land Use Code.
 - C. Except as otherwise provided in Finding D below, the Application complies with the applicable Neighborhood Conservation, Low Density (N-C-L) Zone District standards contained in Article 4, Division 4.7 of the Land Use Code. Without limiting the foregoing, the Hearing Officer specifically finds:

- i. The proposed 22-foot tall carriage house satisfies the building height requirement set forth in Land Use Code Section 4.7(F)(2)(a)2 and, except as provided in Finding D.i below, the carriage house's building height is not limited to one and one-half (1 ½) stories.
 - ii. The addition of the proposed carriage house will not cause the Subject Property to exceed the "allowable floor area on lots" established by Land Use Code Section 4.7(D)(2).
 - D. Testimony presented at the hearing and materials in the record fail to demonstrate compliance with:
 - i. Land Use Code Section 4.7(F)(1)(e), which standard limits the front façade of the proposed carriage house to one and one-half (1 ½) stories.
 - ii. Land Use Code Section 4.7(F)(2)(b), which standard requires a side yard setback of 12 feet 2 inches from the north property line to allow for the proposed exterior eave height of 16 feet 7 inches. The PDP/FDP provides a side setback of only 12 feet.
- 3. Except with respect to Land Use Code Sections 4.7(F)(1)(e) and 4.7(F)(2)(b), the Application's satisfaction of the applicable Article 2, 3 and 4 requirements of the Land Use Code is sufficiently evidenced by the Staff Report and the testimony and materials presented at the hearing.

DECISION

Based on the findings set forth above, the Hearing Officer hereby enters the following ruling:

- A. The 405 Scott Avenue Carriage House Project Development Plan (PDP/FDP #190019) is approved for the Subject Property, subject to the following condition of approval:
 - 1. A revised site plan and a revised or supplemental staff report demonstrating compliance with Land Use Code Sections 4.7(F)(1)(e) and 4.7(F)(2)(b), and correcting the calculation of "allowable floor area on lots" in accordance with Land Use Code Section 4.7(D)(2) are submitted to the Hearing Officer at a public hearing following notice in accordance Land Use Code Section 2.2.6.

DATED this 6th day of February, 2020.



Marcus A. McAskin
Hearing Officer

ATTACHMENT A

Staff Report

405 Scott Avenue Carriage House Project Development Plan / Final Development Plan
(PDP/FDP# 190019)

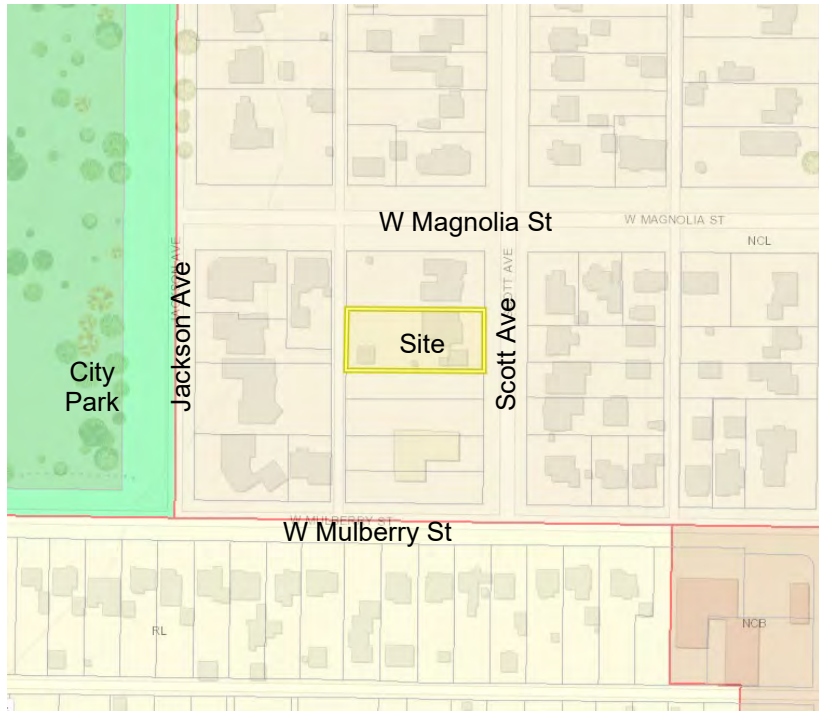
Administrative Hearing: January 30, 2020

405 Scott Avenue – Carriage House

Summary of Request

This is a request to construct an 800 square foot carriage house and a behind an existing single-family residence located at 405 Scott Avenue.

Zoning Map (ctrl + click map to follow link)



Next Steps

If approved by the decision maker, the applicant will be eligible to submit plans for recordation. Following recordation, the applicant or representative thereof will be eligible to submit the construction drawings for building permit review, issuance, and subsequent construction.

Site Location

Located approximately 525 feet northwest of the intersection of W Mulberry St and S Shields St and 240 feet east of City Park.

Zoning

Neighborhood Conservation, Low Density District (N-C-L)

Property Owner

Carolyn & Geoffrey Haddad
19445 Cypress Church Rd
Cypress, TX 77433

Applicant/Representative

Brian Majeski
Urban Rural Design
252 Linden Street
Fort Collins, CO 80524
p. 970.889.4004 e. brian@urbanruralarch.com

Staff

Kai Kleer, City Planner
p. (970) 416-4284 e. kkleer@fcgov.com

Contents

1. Project Introduction	2
2. Public Outreach	3
3. Article 2 – Applicable Standards.....	3
4. Article 3 - Applicable Standards.....	4
5. Article 4 – Applicable Standards:.....	4
6. Findings of Fact/Conclusion	7
7. Recommendation.....	7
8. Attachments	7

Staff Recommendation

Approval

1. Project Introduction

A. PROJECT DESCRIPTION

- This application is being processed as a combined Project Development Plan (PDP)/Final Development Plan (FDP).
- The project is contained within Lot 5 and portions of lots 4 and 6 of the Scott-Sherwood Addition
- The lot is 16,150 square feet in land area.
- The site will contain five off-street parking spaces.

B. SITE CHARACTERISTICS

1. Development Status/Current Conditions

The site currently contains a single-family residence, car port and two-car garage.

The site was part of the 1907 Scott-Sherwood Addition which was later annexed as part of the Consolidated Area Annex on May 13, 1952.

2. Surrounding Zoning and Land Use

	North	South	East	West
Zoning	Neighborhood Conservation, Low Density District (N-C-L)	Neighborhood Conservation, Low Density District (N-C-L)	Neighborhood Conservation, Low Density District (N-C-L)	Neighborhood Conservation, Low Density District (N-C-L)
Land Use	Single-family detached	Place of Worship	Single-family detached	Single-family detached

C. OVERVIEW OF MAIN CONSIDERATIONS

The main considerations have been parking and design and placement of the carriage house.

2. Public Outreach

A. NEIGHBORHOOD MEETING

Pursuant to 2.2.2 – *Step 2: Neighborhood Meetings*, a neighborhood meeting is not required for Administrative (Type 1) projects. Therefore, a neighborhood meeting was not held for this project.

B. PUBLIC COMMENTS:

Public comment was received regarding stormwater and the surface water flooding into the property located across the alley to the west. City stormwater engineering staff reviewed the comment and made the following statement:

“The added impervious area for this development is under the 1,000-sf threshold which is the trigger for stormwater mitigation. Due to some existing concrete that is being removed in the same area as the carriage house, the increase in impervious area is only 978-sf.

The development still needs to show the proposed drainage does leave the property and flow down the alley without causing any negative impacts to downstream properties. The drainage plan does show that flows will leave the property and flow south down the alley into Mulberry Street without causing any negative impacts as far as what can be determined through a drainage analysis by the Development’s Civil Engineer.”

Any additional communication received between the public notice period and hearing will be forwarded to the Hearing Officer for their consideration.

3. Article 2 – Applicable Standards

A. BACKGROUND

This project was submitted on September 27, 2019 as a combined Project Development Plan (PDP)/Final Development Plan (FDP). The project required three rounds of staff review prior to hearing.

B. PROJECT DEVELOPMENT PLAN PROCEDURAL OVERVIEW

1. Conceptual Review # CDR190042

A conceptual review meeting was held on May 07, 2019.

2. First Submittal (PDP190019)

The first submittal of this project was completed on September 27, 2019.

3. Neighborhood Meeting

Not applicable pursuant to 2.2.2 – *Step 2: Neighborhood Meetings*.

4. Project Expiration

In accordance with 2.2.11 – *Step 11: Lapse*, a project must be diligently pursued and resubmitted within 180 days of receiving written comments. The project satisfies this requirement and has not lapsed.

5. Notice (Posted, Written and Published)

Posted Notice: October 10, 2019, Sign # 603

Written notice: January 16, 2020, 173 addresses mailed.

Published Notice: Thursday, January 30, 2020, Coloradoan confirmation #0004007811

4. Article 3 - Applicable Standards

A. DIVISION 3.2 - SITE PLANNING AND DESIGN

Applicable Code Standard	Summary of Code Requirement and Analysis	Staff Findings
3.2.2 (K)(1)(c) Single-Family Detached	<p>For each single-family dwelling there must be one (1) parking space on lots with greater than forty (40) feet of street frontage or two (2) parking spaces on lots with forty (40) feet or less of street frontage.</p> <p>The lot exceeds 40 feet and only requires one off-street parking space for the existing single-family residence.</p> <p>The plan proposes and maintains two existing off-street parking spaces which are accessed from Scott Avenue.</p>	Complies

5. Article 4 – Applicable Standards:

A. SUMMARY

The Neighborhood Conservation, Low Density District (N-C-L) is intended to preserve the character of areas that have a predominance of developed single-family dwellings.

The proposed carriage house is permitted subject to Administrative Review in this district.

B. DIVISION 4.7 – NEIGHBORHOOD CONSERVATION, LOW DENSITY DISTRICT

Applicable Code Standard	Summary of Code Requirement and Analysis	Staff Findings
4.7(B) Permitted Uses	Under the 'residential use' category, single-family detached dwellings when there is more than one dwelling on the lot or when the lot has only alley frontage are permitted subject to Administrative (Type 1) review.	Complies
4.7(D)(1) Required Lot Area	<p>The minimum lot area for each residential detached dwelling must not be less than six thousand square feet.</p> <p>The project is contained within a 16,150 square foot lot and meets the minimum required lot size of 12,000 square feet.</p>	Complies
4.7(D)(2) Allowable Floor Area on Lots	<p>On a lot that is more than 10,000 square feet, the allowable floor area must not exceed thirty (30) percent of the overall lot area.</p> <p>The allowable floor area is calculated as follows $16,150 \times .30 = 4,845$ square feet. The proposed 800 square foot carriage house, 1,719 square foot existing single-family residence and 400 square foot detached garage equals 2,919 square feet which is less than the above sum, therefore meeting this requirement.</p>	Complies
4.7(D)(3) Allowable Floor Area on Rear Half of Lots	<p>The allowable floor area on the rear half of a lot shall not exceed twenty-five (25) percent of the area of the rear fifty (50) percent of the lot.</p> <p>The allowable rear floor area is calculated as follows, $((16,150 / 2) \times .25) = 2,018$ square feet.</p> <p>The project proposes an 800 square foot carriage house and contains an existing 400 square foot two-car garage, combined totaling 1,200 square feet. The project complies with the maximum allowable floor area as calculated above.</p>	Complies

Applicable Code Standard	Summary of Code Requirement and Analysis	Staff Findings
4.7(D)(4) Residential	Any new single-family dwelling (carriage house) that is proposed to be located behind a street fronting principal residence can only contain 800 square feet of floor area, be a minimum of 10 feet away from any other structure and a 600 square foot footprint. The proposed plan complies with the aforementioned standards by providing a 600 square foot building footprint, 17-foot setback from the nearest structure (existing garage) and overall square footage of 800 square feet.	Complies
4.7(E) Dimensional Standards	Dimensional standards require a minimum rear yard setback of 5 feet, side yard setback of 5 feet and when any portion of building or wall exceeds 18 feet, as measured from the existing grade, requires an additional 1 foot of setback. Building height is also limited to 1 ½ stories. The plan provides the required minimum of 5-foot side-yard and 5-foot rear-yard setbacks. The project proposes a wall height of 16' 7" feet along the side yard and does not require any additional setback to meet dimensional standards of this standard. The proposed carriage house is 1 ½ stories.	Complies
4.7(F) (1) Building Design	The carriage house meets all building design standards contained within this section. Standards include exterior wall to lot line orientation, entryway feature, limit to 1 ½ stories, and minimum 2:12 maximum 12:12 roof pitch.	Complies
4.7(F)(2)(a) Building Height	The maximum height of a dwelling at the rear of the lot cannot exceed 24 feet. The proposed structure is 22 feet from existing grade.	Complies
4.7(F)(2)(b) Eave Height	The exterior eave along a side lot line cannot exceed 13 feet from grade and can be increase by six inches for every additional one foot of setback from the interior side property line. The plan proposes an eave height of 16' 7". The additional 3' 7" of eve height will require a total side yard setback of 12 feet. The plan complies with this standard and proposes a 12-foot side yard setback from the north property line.	Complies
4.7(F)(3)(a) Carriage Houses	A minimum of one off-street parking space must be provided for every bedroom contained within a carriage house. The plan demonstrates a total of 6 off-street parking spaces four located off of the existing alley and two located off of Scott Avenue, exceeding the required minimum for this site.	Complies
4.7(F)(3)(c)(1) Additional Review Criteria for Carriage Houses	The site plan shall provide a separate yard area containing at least one hundred twenty (120) square feet to serve both the carriage house and the existing principal dwelling. Such yard area shall be at least ten (10) feet in its smallest dimension and must provide privacy and screening for abutting properties. The plan provides a rear-yard space in excess of 120 square feet.	Complies
4.7(F)(3)(c)(2)	Decks, entry doors, major entry access stairs or major windows shall face the existing principal building or the alley (if the lots front the alley). Windows that overlook an abutting side or rear yard must be minimized. The plan complies by proposing the major entry access facing the existing single-family residence. Windows facing the side lot are also minimize and placed in a way to preserve privacy of the neighboring properties.	

Applicable Code Standard	Summary of Code Requirement and Analysis	Staff Findings
4.7(F)(3)(c)(3)	<p>Buildings, structures, open spaces and other features of the site plan shall be oriented and located such that they maintain natural resources, including existing significant trees and shrubs, to the extent reasonably feasible.</p> <p>No significant natural resources will be impacted by the project proposal.</p>	Complies
4.7(F)(5) Access	<p>Whenever a lot has frontage along an alley, any new off-street parking area located on such lot must obtain access from such adjoining alley.</p> <p>The project proposes all new parking to be accessed from the existing alley.</p>	Complies

6. Findings of Fact/Conclusion

In evaluating the request for the 405 Scott Avenue – Carriage House Final Development Plan, FDP190019, staff makes the following findings of fact:

- The F.D.P. complies with process located in Division 2.2 – Common Development Review Procedures for Development Applications of Article 2 – Administration.
- The F.D.P. complies with relevant standards located in Article 3 – General Development Standards.
- The F.D.P. complies with relevant standards located in Division 4.7, Neighborhood Conservation, Low Density District of Article 4.

7. Recommendation

Staff recommends approval of 405 Scott Avenue – Carriage House, FDP190019.

8. Attachments

1. Vicinity & Zoning Map
2. Project Narrative
3. Site, Elevation & Landscape Plans
4. Drainage Memo
5. Utility Plans



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MEMORANDUM

TO: Interested Parties

FROM: Tom Leeson, Community Development & Neighborhood Services Director
Rebecca Everette, Development Review Manager

DATE: February 28, 2020

SUBJECT: Administrative Interpretation #2-20 regarding the application of Section 4.7(F)(1)(e) as it relates to the height limit of the front façade of a carriage house

On January 30, 2020, the City of Fort Collins conducted a Type 1 Administrative Hearing for a proposed carriage house located at 405 Scott Avenue (PDP/FDP190019). Public comment received at the hearing stated that the proposed carriage house did not appear to meet Section 4.7(F)(1)(e), which was interpreted as limiting front façade height of the carriage house to 1.5 stories.

A request was received to clarify how a 1.5-story front façade height should be measured. Two guiding code provisions are:

- *Section 3.8.17(A)(2) – Measuring Building Height; and*
- *Division 5.1 – Definitions, “half story”.*

More specifically, the question has been posed:

Is the height limit for a half-story a fixed measurement, regardless of the height of the first floor, or should an overall building height be used instead?

RELEVANT CODE STANDARDS:

Division 3.8.17(A)(2) – Measuring Building Height.

(2) Building Height Measured in Stories. In measuring the height of a building in stories the following measurement rules shall apply:

(a) A balcony or mezzanine shall be counted as a full story when its floor area is in excess of one-third (1 /3) of the total area of the nearest full floor directly below it.

(b) No story of a commercial or industrial building shall have more than twenty-five (25) feet from floor to floor.

(c) A maximum vertical height of twelve (12) feet eight (8) inches shall be permitted for each residential story. This maximum vertical height shall apply only in the following zone districts: U-E; R-F; R-L; L-M-N; M-M-N; N-C-L; N-C-M; N-C-B; R-C; C-C-N; N-C; and H-C.

Section 4.7(F)(1)(e) – Building Design

Front porches shall be limited to one (1) story, and the front facades of all one- and two-family dwellings shall be no higher than two (2) stories, except in the case of carriage houses and accessory buildings containing habitable space, which shall be a maximum of one and one-half (1½) stories.

Division 5.1 – Definitions

***Story, half** shall mean a space under a sloping roof which has the line of intersection of the roof and wall face not more than three (3) feet above the floor level, and in which space the possible floor area with head room of five (5) feet or less occupies at least forty (40) percent of the total floor area of the store directly beneath.*

INTERPRETATION:

There are two potential methods for calculating a 1.5-story height limit for a front façade:

1. **Method 1:** Apply 3.8.17(A)(2)(c) alone, which specifies the exact height limit of a single residential story.
2. **Method 2:** Use a hybrid approach that combines both the height limit in 3.8.17(A)(2)(c) and the volume calculations described in Division 5.1.

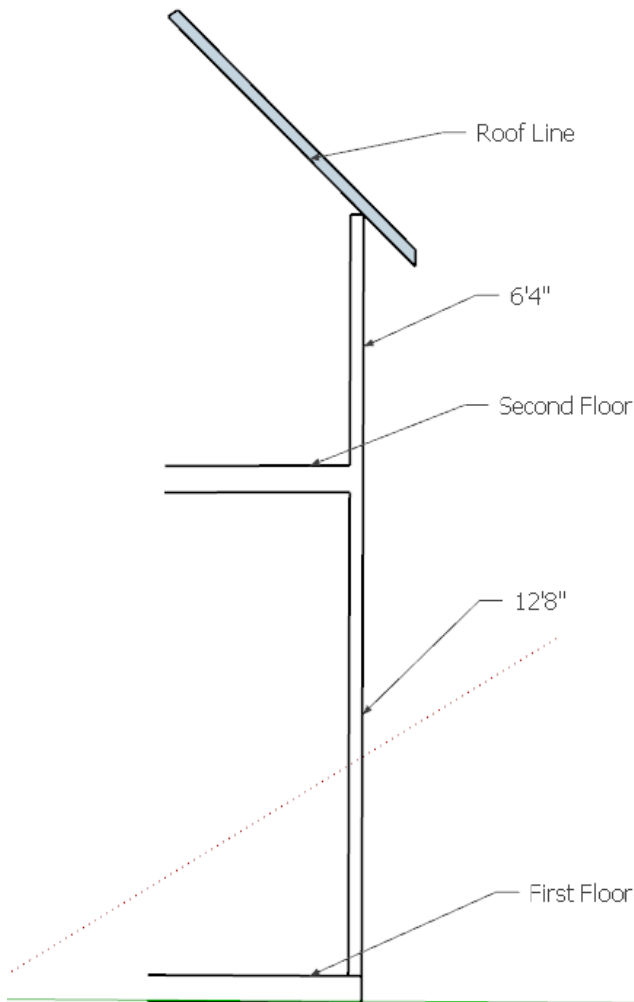
Method 1: Section 3.8.17(A)(2)(c) defines a story as a maximum height of twelve feet eight inches (12’8”) from floor to floor (or floor to eave). A half story would be assumed to be half the height of a full story, or 6 feet 4 inches. By using this method, the front façade calculation could be a maximum of 19 feet (12’8” + 6’4” = 19’, see graphic on next page).

Although this total front façade height limit is 19 feet, the height should be calculated for each floor independently. Meaning, the first story floor-to-floor height is limited to 12 feet 8 inches, and the upper half-story height is limited to exactly half of the full story measurement, or 6 feet 4 inches from floor to eave. If a project proposes a first floor that is less than 12 feet 8 inches in height, the additional half story would still be limited to 6 feet 4 inches, resulting in an overall front façade height that is less than 19 feet. The applicant would not be able to apply the remaining difference from 19 feet to the second story, as it would be inconsistent with the basic concept of a half-story.

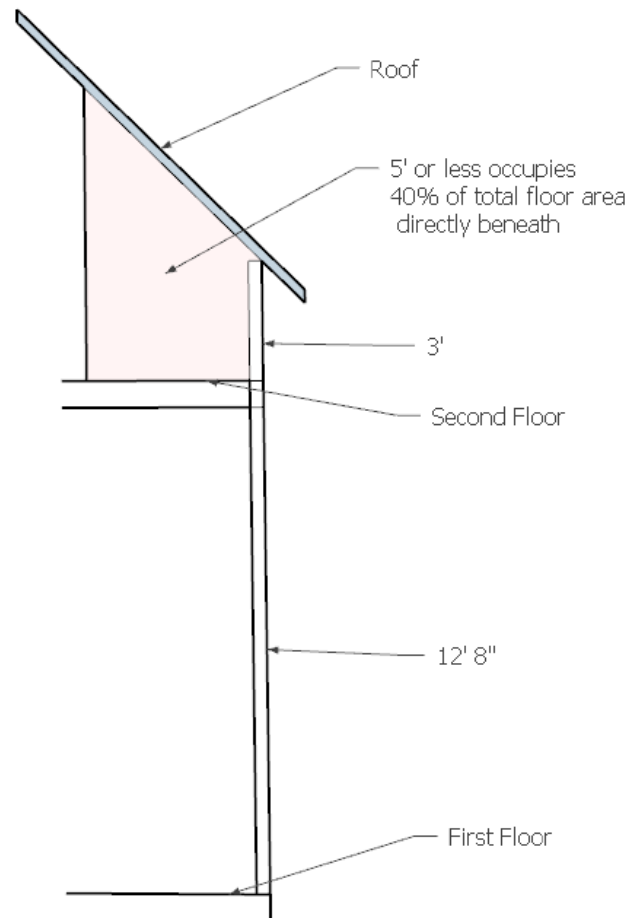
Method 2: The second potential approach would combine the 12’8” height limitation in Section 3.8.17(A)(2)(c) with the definition of “half story” in Division 5.1: “a space under a sloping roof which has the line of intersection of the roof and wall face not more than three (3) feet above the floor level, and in which space the possible floor area with head room of five (5) feet or less occupies at least forty (40) percent of the total floor area of the store directly beneath.” As demonstrated below, using this approach the half story would limit the overall front façade height to 15 feet 8 inches.

However, the definition of “half story” refers primarily to the volume of space on the half story and does not specify a linear measurement that is directly relevant to the measurement of overall building height. As such, the definition of “half story” in Division 5.1 is found not to be applicable to the 1.5-story front façade height limit measurement referenced in Section 3.8.17(A)(2).

Method 1: Staff Interpretation



Method 2



CONCLUSION:

When measuring 1.5-story front façade height, any additional unused floor height from the first floor may not be added to the half story to achieve a greater overall building height, thus limiting the overall front façade height for a 1.5 story building to 12'8" + 6'4".

In the case of the 405 Scott Avenue Carriage House, the first story is currently proposed at 9 feet in height. The additional half-story would be limited to 6 feet 4 inches from floor to eave, resulting in an overall building height of 15 feet 4 inches.

This administrative interpretation will be followed by a code change to clarify height limits for carriage houses and accessory buildings with habitable space in the N-C-L, N-C-M, and N-C-B zone districts.



Type 1 Remote Hearing Item Request Form

Submission of this form initiates review to determine if items ready for hearing are also considered “pressing and require prompt consideration” to allow for the hearing to be conducted using remote technology and that it would not be prudent to conduct an in-person hearing pursuant to Ordinance No. 061, 2020.

Process:

1. Complete this form and submit to the Director of Community Development & Neighborhood Services and advising City Attorney for review.
2. Approval flow:
 - CDNS Director with advising City Attorney will make final determination of whether:
 - An in-person quasi-judicial hearing would not be prudent because of conditions related to a Declared Local Emergency
 - An item is "pressing and requires prompt consideration"
 - If approved, the item may be scheduled for a remote Type 1 Hearing based on the availability of the hearing officer, applicant and staff

Hearing Type: Type 1 Administrative Hearing

Hearing Officer: Lori Strand

Date of Requested Hearing: May 11, 2020

Staff Contact: Kai Kleer

Agenda Item: 405 Scott Avenue Carriage House, FDP190019

Justification for Remote Hearing:

The 405 Scott Carriage House project, FDP190019, was previously heard by a hearing officer on Thursday, January 30, 2020. The project was approved with the following condition:

“A revised site plan and a revised or supplemental staff report demonstrating compliance with Land Use Code Sections 4.7(F)(1)(e) and 4.7(F)(2)(b), and correcting the calculation of “allowable floor area on lots” in accordance with Land Use Code Section 4.7(D)(2) are submitted to the Hearing Officer at a public hearing following notice in accordance Land Use Code Section 2.2.6.”

This condition of approval requires a second Type 1 Administrative Hearing to be conducted. The second hearing was initially scheduled for April 9, 2020, which needed to be rescheduled due to the closure of City offices and stay-at-home orders associated with the COVID-19 emergency. The Declared Local Emergency still exists, so an in-person hearing is not prudent at this time.



This item is considered “pressing and requiring prompt consideration” for the following reasons:

- One Type 1 hearing has already been conducted for the project, and the project was conditionally approved at that time. This second hearing is the final step that would allow the project to proceed forward in the development review process.
- The second hearing has already been delayed by 4 weeks. A further delay could result in an economic hardship for the applicant
- Two members of the public attended the first hearing, indicating a low level of general neighborhood interest in the project.
- The remote technology that will be used for the hearing will allow for multiple options for participation from community members, including both online participation and a phone-in option.

Staff Recommendation: Approve - Allow project to proceed to a remote hearing

If recommendation is denial, please include additional information:

CDNS Director Decision in Consultation with the City Attorney: Approved by Tom Leeson, CDNS Director, on May 5, 2020.
