

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

**FINDINGS AND DECISION**

HEARING DATE: January 13, 2016

PROJECT NAME: 612 E. Pitkin Carriage House Project Development Plan

CASE NUMBER: PDP #150023

APPLICANT: Heidi Shuff  
Studio S Architecture  
715 W. Mountain Avenue  
Fort Collins, CO 80521

OWNER: Pat McGaughran  
612 E. Pitkin Street  
Fort Collins, CO 80524

HEARING OFFICER: Marcus A. McAskin

**PROJECT DESCRIPTION:** This is a request for a Project Development Plan (PDP) to add a carriage house at 612 East Pitkin Street. The proposed structure is 822 square feet, consisting of a 598 s.f. two-car garage on the first floor accessed off the alley, and a one-bedroom apartment on the second floor (above the garage), which includes approximately 224 s.f. of living space with a ceiling height of 7 ½’ and higher. The living space will have a gravel parking lot to the west of the two-car garage and a yard to the south of the parking area for the use of the occupant of the one-bedroom living area. Access to the upper level living space will be via exterior stairs located along the south side of the structure. The subject property is located in the Neighborhood Conservation, Low Density District (N-C-L). The proposed carriage house<sup>1</sup> is subject to Administrative (Type 1) review in the N-C-L Zone District, pursuant to Section 4.7(B)(2)(a)(1) of the Land Use Code.

**BACKGROUND:** The surrounding zoning and land uses are set forth below:

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<sup>1</sup> “*Carriage House*” is defined in Section 5.1.2 of the Land Use Code as a “single-family detached dwelling, typically without street frontage, that is located behind a separate, principal dwelling on the same lot, which fronts on the street.”

| Direction | Zone District                                 | Existing Land Uses                          |
|-----------|---|---|
| North     | Neighborhood Conservation Low Density (N-C-L) | Existing single-family detached residential |
| South     | Neighborhood Conservation Low Density (N-C-L) | Existing single-family detached residential |
| East      | Neighborhood Conservation Low Density (N-C-L) | Existing single-family detached residential |
| West      | Neighborhood Conservation Low Density (N-C-L) | Existing single-family detached residential |

SUMMARY OF DECISION: Approved, with conditions.

ZONE DISTRICT: (N-C-L) Neighborhood Conservation Low Density Zone District

HEARING: The Hearing Officer opened the hearing on Wednesday, January 13, 2016, in Conference Rooms A-D, 281 North College Avenue, Fort Collins, Colorado, following the conclusion of the public hearings on the Mulberry and Lemay Crossings Filing No. 3 Replat, the University Square Replat, and the East Ridge project.

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

1. Project Vicinity Map.
2. Planning Department Staff Report prepared for 612 E. Pitkin Street Carriage House (PDP #150023). A copy of the Staff Report is attached to this decision as **ATTACHMENT A** and is incorporated herein by reference
3. 612 East Pitkin Street – Carriage House Site Plan, Utility Plan and Floor Plans (2 Sheets)
4. 612 East Pitkin Street – Grading Plan (1 Sheet)
5. Memorandum dated September 30, 2014 from Laurie Kadrich, Director of Community Development & Neighborhood Services and Cameron Gloss, Planning Manager regarding administrative interpretation regarding eave height of carriage houses and administrative buildings with habitable space located within the N-C-L, N-C-M, and N-C-B Zone Districts.
6. Drainage Memorandum dated October 23, 2015 prepared by Northern Engineering
7. PowerPoint presentation prepared by City Staff for the January 13, 2016 public hearing.
8. PowerPoint presentation prepared by the Applicant for the public hearing.

9. Newspaper article titled “*High Rises vs. Honky Tonks*” authored by Steve Haruch, a contributing editor at The Nashville Scene (article was provided to the Hearing Officer for the record by Anonymous Speaker #1).
10. Affidavit of Publication dated January 5, 2016, evidencing proof of publication of Notice of Hearing in the Fort Collins Coloradan on January 5, 2016.
11. Notice of Public Hearing dated December 29, 2015.
12. The City’s Comprehensive Plan, Code, and the formally promulgated polices 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: Pete Wray, AICP, Senior City Planner

From the Applicant: Heidi Shuff  
 Studio S Architecture  
 715 W. Mountain Avenue  
 Fort Collins, CO 80521

Nick Haws, P.E.  
 Northern Engineering

Barry Schram, Owner/Project Manager  
 Lamar Valley Craftsman

From the Owner: Pat McGaughran  
 612 E. Pitkin Street  
 Fort Collins, CO 80524

From the Public: Anonymous speaker #1, address unknown  
 Marla Hehn, 804 E. Lake Street, Fort Collins, CO 80524  
 Robin Hause, 904 E. Pitkin Street, Fort Collins, CO 80524  
 Dean R. Block, 6357 Promontory Circle, Windsor, CO 80528 (Mr. Block signed in, but did not testify at the hearing)

FINDINGS

1. 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; and
  - C. the Application complies with the applicable Neighborhood Conservation, Low Density District (N-C-L) Zone District standards contained in Article 4, Division 4.7 of the Land Use Code.
3. The Application's satisfaction of the applicable Article 2, 3 and 4 requirements of the Land Use Code is sufficiently detailed in the Staff Report, a copy of which is attached as **ATTACHMENT A** and is incorporated herein by reference.

DECISION

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

- A. The 612 E. Pitkin Street Project Development Plan (PDP #150023) is approved for the Subject Property as submitted.
- B. The Applicant shall submit a final plan for the carriage house within three (3) years of the date of this decision. If Applicant fails to submit a final plan to the City within said three (3) year period, this PDP approval shall automatically lapse and become null and void in accordance with Section 2.2.11(C) of the Code.
- C. In accordance with Section 2.2.11(C) of the Code, the 612 E. Pitkin Street Carriage House PDP shall not be considered a site specific development plan and no vested rights shall attach to the PDP.

DATED this 26<sup>th</sup> day of January, 2016.



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Marcus A. McAskin  
Hearing Officer

**ATTACHMENT A**

Staff Report  
612 E. Pitkin Street Project Development Plan  
(PDP# 150023)



ITEM NO 4

MEETING DATE January 13, 2016

STAFF Pete Wray

**ADMINISTRATIVE HEARING OFFICER**

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**STAFF REPORT**

**PROJECT:** 612 E Pitkin Street Carriage House PDP #PDP150023

**APPLICANT:** Heidi Shuff  
Studio S Arcitecture  
715 W. Mountain Avenue  
Fort Collins, CO 80521

**OWNER:** Pat McGaughran  
612 East Pitkin Street  
Fort Collins, CO 80524

**PROJECT DESCRIPTION:**

This is a request for approval of a Project Development Plan (P.D.P.) to add a carriage house located at 612 East Pitkin Street (Parcel # 97133-17-009). The project site is a total of 13,973 square feet (SF), or approximately 0.32 acres, and is located two lots west of Stover Street Street.

The proposed 822 SF carriage house structure contains 598 SF 2-car garage on the first floor accessed off the alley, and a one-bedroom apartment above which includes approximately 224 SF of living space with a ceiling height above 7 ½ feet. The living space will be served by a gravel parking area to the west of the 2-car garage, and a yard to the south of the parking area for the occupant's use. Access to the upper level living space will be via exterior stairs along the south side of the structure.

The site is located in the Neighborhood Conservation Low Density (N-C-L) Zone District. Carriage houses, considered a single-family use are subject to Administrative (Type 1) review in the N-C-L Zone District, as referenced in Section 4.7(B)(2)(a)(1).

**RECOMMENDATION:**

Approval of 612 E. Pitkin St. - Carriage House Project Development Plan, PDP #150023

**EXECUTIVE SUMMARY:**

The approval of 612 E. Pitkin St. - Carriage House Project Development Plan complies with the applicable requirements of the City of Fort Collins Land Use Code (LUC), more specifically:

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

**COMMENTS:**

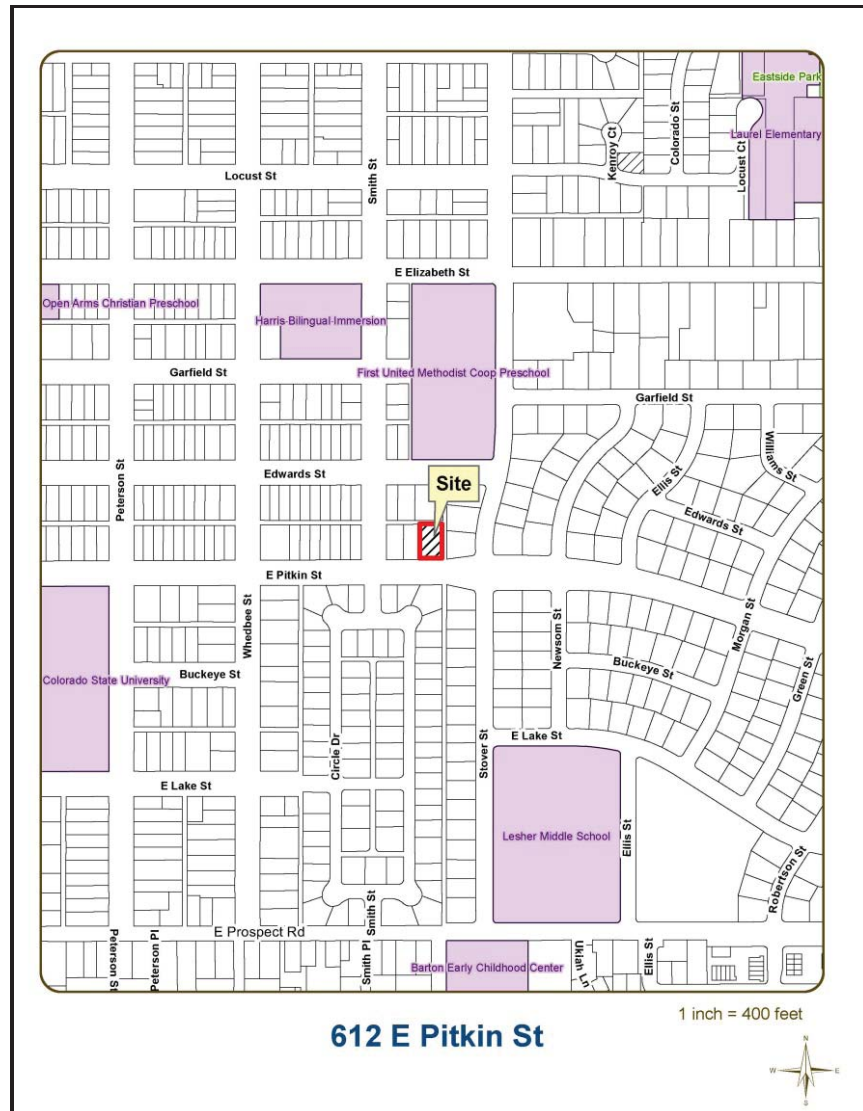
**1. Background:**

The subject property was included in Craft’s Re-Subdivision of the Lake Park Addition Annexation 1873 as part of the original Old Town Plat.

The surrounding zoning and land uses are as follows:

|    |        |                                    |
|----|--------|------------------------------------|
| N: | N-C-L; | Existing Single-Family Residential |
| S: | N-C-L; | Existing Single-Family Residential |
| E: | N-C-L; | Existing Single-Family Residential |
| W: | N-C-L; | Existing Single-Family Residential |

Project Vicinity Map (see next page)



**Project Vicinity Map**

**2. Compliance with Applicable Article 4, Neighborhood Conservation Low Density District N-C-L Standards:**

The project complies with all applicable Article 4 standards as follows:

**A. Section 4.7(B)(2)(a)(1) - Permitted Uses, Residential**

The carriage house is a single-family detached dwelling which is a permitted use in the N-C-L zone, where there is more than one dwelling on the lot, subject to an Administrative Review and Public Hearing.



B. Section 4.7(D)(1) – Required Lot Area

The project's lot size is 13,973 square feet and is in compliance with Section 4.7(D)(1) which requires that each lot be at least 6,000 square feet (SF) for single-family dwellings.

C. Section 4.7(D)(2) – Allowable Floor Area on Lots

The allowable total floor area on a lot that is more than 10,000 square feet shall not exceed thirty percent, plus two hundred fifty square feet for a detached accessory structure, or 4,442 SF. The total proposed floor area including the main house, detached garage and carriage house is 4,442 SF in compliance with this standard.

D. Section 4.7(D)(3) – Allowable Floor Area on Rear Half of Lots

Lots are subject to a maximum FAR of 0.25 of on the rear 50% of the lot. The project is in compliance with this standard with a rear lot size of 6,986 square feet, which allows 1,747 square feet at 0.25 FAR. The portion of the main house which is in the rear of the lot is 517 SF, and with the proposed carriage house and garage total of 822 square feet, the total FAR in the rear 50% of lot is 1,339 SF, which is below the maximum 1,747 square feet permitted.

E. Section 4.7(D)(4) – Residential

This section requires that any new single-family dwelling proposed to be located behind a street-fronting principal building with a two-car garage contain a maximum of one thousand (1,000) square feet of floor area, and the proposed carriage house is in conformance with this standard with 822 square feet total. The calculation of this floor area includes all floor space within the first floor plus the floor area of the second story having a ceiling height of at least seven and one-half (7½) feet.

A new single-family dwelling may be located in any area of the rear portion of the existing lot, provided that it complies with the setback requirements of the District, and there is at least a ten-foot separation between dwellings. The proposed carriage house is positioned on the lot in compliance with the separation requirement in that the existing garage is approximately 16 feet from the main house.

This section also requires that the building footprint for such single-family dwelling shall not exceed 600 square feet. The proposed footprint is 598 square feet, in compliance with this standard.

F. Section 4.7(E)(1)(3)(4) – Dimensional Standards, Minimum Lot Width/Rear and Side Yard Setbacks/Maximum Wall Height

This standard requires a minimum lot width of forty feet. The lot is one hundred feet in width.

This standard requires that the lot have a minimum rear yard setback of five feet. The existing garage and proposed carriage house are located off the alley at a setback of eight feet.

The minimum side yard setback shall be five feet for all interior side yards. The existing garage and proposed carriage house is setback fifteen feet, six inches off the side property boundary.

The maximum building wall height along a side lot line is eighteen feet. The proposed garage and carriage house has a maximum wall height of just over seventeen feet, in compliance with this standard.

G. Section 4.7(F)(2) – Development Standards, Building Design

The project is in compliance with all applicable building design standards of this section, which require that buildings be constructed at right angles to the lot, that the primary entrance be located along the front wall of the building, that an accessory building be located at least 10 feet behind the principal building, that the second floor not overhang the lower front or side of the building, that the front porch proposed is limited to one story, and that the roof pitch is between 2:12 and 12:12.

I. Section 4.7(F)(2)(a)(b) – Development Standards, Building/Eave Height

The maximum height of a detached dwelling unit at the rear of the lot is twenty-four feet. The existing garage and proposed carriage house building height is approximately 22 feet and in compliance with this standard.

The exterior height of an eave along a side lot line shall not exceed thirteen feet from grade for a dwelling unit located at the rear of the lot. The existing garage and proposed carriage house includes an eave height on the east side wall of approximately seventeen feet.

In review of the Administrative Interpretation #2-14 of Section 4.7 (F)(2)(b)1 and 2, the maximum eave height can be increased at a ratio of 6 inches of additional

building height for each one foot of setback from the interior side property line. In this case the setback is 15 feet, six inches, thus allowing for the higher eave height of approximately 17 feet. The design and pitch of the roof further mitigates the higher eave height to reduce impacts on property to the east.

J. Section 4.9 (E) (3)(c)(1)(2) Carriage Houses – Additional Review Criteria

The site plan shall provide a separate yard area containing at least one hundred twenty square feet. The proposed site plan shows a designated yard area of one hundred eighty six square feet in size.

Entry access stairs shall face the existing principal building or alley. The proposed carriage house entry stairs face the existing principal building.

3. **Compliance with Article Three – General Development Standards:**

The following General Development Standards are applicable to the 612 E. Pitkin Carriage House P.D.P.

A. Section 3.2.2(K)(1)(c) – Required Off-Street Parking

A minimum of one off-street parking space is required for the detached single-family house at the front of the lot, and additional parking for the carriage house is based upon the number of bedrooms (one off-street parking space required per bedroom). The applicant has declared that the proposed carriage house will be used as an “apartment” to include a bedroom with habitable space. The existing garage has two parking spaces and adjacent to the garage is a gravel area that could accommodate one parking space off the alley. Therefore, the quantity of proposed off-street parking meets the standard required under this section.

B. Section 3.5.1 – Building and Project Compatibility

(1) Architectural Character; (2) Building Size, Height, Bulk, Mass, Scale

This standard requires that new projects be compatible with the established architectural character and context of the general area.

The proposed carriage house is located in the southeast corner of the Craftsman Resubdivision, where the University Acres subdivision is directly to the east of the property containing homes built in the 1960’s and the Circle Drive Subdivision is directly to the south of the property containing homes built in the 1940’s. As the site is clearly within a transition zone, the design of the carriage house takes on a more contemporary aesthetic, while utilizing exterior materials

(horizontal siding & stucco) and window sizes that tie into the scale and character of the adjacent structures and thus is compatible with the existing house and architectural character of the surrounding area.

#### **4. Neighborhood Meeting**

The Land Use Code does not require a neighborhood meeting for Administrative (Type I) P.D.P.'s, and the applicant chose not to conduct a formal meeting.

#### **5. Findings of Fact/Conclusion**

In evaluating the request for the 612 E. Pitkin St. - Carriage House Project Development Plan, PDP #150023, staff makes the following findings of fact:

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

#### **RECOMMENDATION:**

Staff recommends approval of the 612 E. Pitkin St. - Carriage House Project Development Plan, PDP #150023.

#### **ATTACHMENTS:**

- 1. Site, Utility, Building Floor Plan, Elevations
- 2. Grading Plan
- 3. Administrative Interpretation #2-14
- 4. Drainage Memo, November 9, 2015
- 5. 612 E Pitkin – Hearing Notice