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Architect**

- Commercial
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May 18, 2009

Ms. Emma McArdle
City Planner
City of Fort Collins
218 North College Avenue
Fort Collins, CO 80522

RE: 2-Car detached garage

Dear Emma:

Thank you for receipt and review of the conceptual plans for the above referenced project. It has been some time since this project was originally submitted. The Owner has recently asked for assistance to complete construction drawings and for me to address the comments from the conceptual review. Therefore, along with this submittal, please see the responses below. A written response follows each comment and is italicized and shaded for your quick review.

I trust these answers are in conformance and satisfy the comments appropriately. We look forward to your remarks of this submittal.

Sincerely,



Rick Foerster
Architect

ITEM: Proposed accessory building with habitable space located at 1101 W. Oak St.

MEETING DATE: June 18, 2007

APPLICANT: Eric Gootee
1101 W. Oak St.
Fort Collins, CO 80521
Phone: 970-493-0189
Fax: 970-224-3932

LAND USE DATA: There is currently one existing single-family home located on the property at 1101 West Oak Street, with a small, unusable detached garage accessed off of Shields Street and a small shed located off of the alley. The applicant wishes to construct a new accessory building with habitable space off of the alley, which will feature a two car garage with storage above and water service for a utility sink and hose connection. The property is within the City of Fort Collins and is zoned NCL – Neighborhood Conservation Low Density District.

COMMENTS: The following departmental agencies have offered comments for this proposal based on sketch plans and photos which were presented to the review team:

ZONING

Contact Info: Peter Barnes, 416-2355, pbarnes@fcgov.com

1. Accessory buildings with habitable space (those with water/sewer service) are permitted in NCL – Neighborhood Conservation Low Density Zone District, subject to Type I (Administrative) review and public hearing approval.

Response: Understood and we look forward to an administrative review and public hearing.

2. Accessory buildings with habitable space shall have a maximum of 600 feet of floor area. Floor area includes all floor space within the building having a ceiling height of at least seven and one-half (7 ½) feet.

Response: Understood, a request for modification for an additional 50 square feet will be submitted for review under separate cover. The ceiling height will be no less than 7 ½ feet at the garage level.

3. There must be at least a ten foot separation between this proposed accessory building and any other existing structures on the lot.

Response: Please see the attached submittal. Approximately 21'-10" is provided between the proposed garage and the other existing structure on the lot.

4. Minimum rear yard setback is 5 feet from existing alleys, though Engineering requirements state that an 8 foot setback is required from the existing alley.

Response: *Please see the Site Plan on Sheet PDP-1, per the engineering requirements, an 8-foot rear yard setback has been provided.*

5. Minimum side yard setback is 5 feet for interior side yards for walls up to 18 feet in height. For walls that are over 18 feet in height, an additional side yard setback of 1 foot is required for each two feet of (or portion of) wall height above 18 feet.

Response: *Since the side walls of the structure are less than 18-feet in height, a 5-foot interior side yard has been provided.*

6. Lots are subject to a maximum Floor Area Ratio (FAR) of 0.33 on the rear 50 percent of the lot.

Response: *Please see Sheet PDP-1. In the upper right-hand corner is a tabulation of the floor areas for the various structures. Specific to those on the rear 50 percent of the lot, the proposed garage encumbers an area equal to .070 and the other existing shed on the rear of the lot encumbers .023. Totaled together, these equate to .093 which is less than the allowable .33 floor area ratio.*

= 18%

7. Maximum building height is one and one-half stories, not to exceed 24 feet.

Response: *Please see Sheet PDP-2. The top ridge elevation is 22'-11 5/8" which is less than the maximum 24-feet.*

8. The minimum pitch of the roof shall be 2:12 and the maximum pitch of the roof shall be 12:12.

Response: *Please see Sheets PDP-1 and PDP-2. The pitch of the roof areas are 4.5:12 and 8:12.*

9. The exterior eave height of an eave along a side lot line shall not exceed 13 feet from grade for an accessory building with habitable space.

Response: *Please see Sheet PDP-2. The exterior eave height along the side lot line is just shy of 13-feet from grade.*

10. If you cannot comply with any of the standards listed above, you will need to request a modification to the standard(s), outlined in Division 2.8 of the City's Land Use Code.

Response: *Understood, a request for modification for an additional 50 square feet will be submitted for review under separate cover.*

Total - 9500
back 1/2 = 4750
back 1/2 coverage - 866
= 18%

ENGINEERING

Contact Info: Randy Maizland, 221-6605, rmaizland@fcgov.com

1. The Transportation Development Review Fee will apply to this project. More information is available online at <http://fcgov.com/engineering/dev-review.php>. Please contact Randy if you have any questions or need help calculating the fee for your proposal.

Response: *According to the information provided from Shelby previously, the fee due is \$500.00 and has been provided with this submittal.*

2. Larimer County Road Impact fees and Street Oversizing fees may apply to this development. Contact Matt Baker at 224-6108 or mbaker@fcgov.com for more information.

Response: *Since there is no work in the county road, or any widening of the street, it is believed that impact fees will not be applicable.*

3. A Transportation Impact Study (TIS) will likely be waived for this project. Please contact Eric Bracke in Traffic Operations at 224-6062 or ebracke@fcgov.com for further information.

Response: *Understood.*

4. Any public improvements must be built according to Larimer County Urban Area Street Standards (LUCASS).

Response: *Thank you, however, no public improvements are proposed.*

5. Damaged curb, gutter and sidewalk 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 in like kind at the Developer's expense prior to the acceptance of completed improvements and/or prior to the issuance of the first Certificate of Occupancy.

Response: *Understood.*

6. You will be responsible for dedicating additional right-of-way and easements for utilities as necessary. It appears that there is adequate right-of-way based on the aerial photo, but a total of 51 feet of right-of-way from the centerline of Shields Street will be required if not already provided. Utility easements may be required for fiber-optic cable or other utilities.

Response: *By review of the existing plat, the right-of-way is currently 30-feet from the center line of the Shields. The existing home is located 13-feet from the property line and therefore encroaches a requested 51-foot dedicated right-of-way by 8-feet. The proposed 2-car garage would encroach this area by 2-feet.*

7. An 8 foot setback from the alley will be required for the accessory building, or if you propose parking off the alley between the alley and accessory building, a 20 foot setback will be required.

Response: *Please see Sheet PDP-1. An 8-foot setback from the alley has been provided.*

LIGHT & POWER

Contact Info: Janet McTague, 221-6700, utilities@fcgov.com

1. The existing electric feed is located in the alley and will likely need to be rerouted on this property to accommodate the proposed accessory building.

Response: Understood, the proposed garage has been shifted towards the west at far as possible given the setback requirements and the doors have been offset from center, however, it's true the existing power pole will likely need to be rerouted to avoid being struck by vehicle movement. Please assist and advise regarding the means and process to reroute the electrical service.

STORMWATER UTILITY

Contact Info: Glen Schlueter, 221-6700, gschlueter@fcgov.com

1. This site is in the Old Town drainage Basin. The design of this site must conform to the drainage basin design of the Old Town Master Drainage Plan as well the City's Design Criteria and Construction standards.

Response: Very little change to the existing drainage pattern around the new structure will result. Please see the attached Sheet PDP-1 and the Site Plan that demonstrates how the drainage will be routed around the new garage.

2. The city wide development fee is \$3,070/acre (\$0.0705/sq.ft.) for new impervious area over 350 sq.ft. This fee is to be paid at the time a building permit is issued.

Response: With the proposed development plan including the concrete approach and sidewalk on the east side of the garage, the impervious area equates to 998 square feet. Thus, the development fee due would then be \$ 70.36.

3. Since the increase in impervious area for this site is less than 5000 square feet no drainage and erosion control report are required, however a grading plan should be prepared showing how the site will drain after the addition of the garage. The grading plan is to ensure that flows from this new structure are directed into the alley and do not adversely impact any neighboring property. This would include documenting that the alley flows stay in the alley and don't drain onto other private property before runoff gets to the street. Documentation of the amount of new impervious area is needed to get a building permit.

Response: As calculated above, the new impervious area is equal to 998 square feet. Please see Sheet PDP-1 and the Site Plan that demonstrates how the drainage will be routed around the new garage.

WATER & WASTEWATER

Contact Info: Roger Buffington, 221-6854, rbuffington@fcgov.com

1. If the accessory building is NOT a dwelling unit, water and sewer service may be extended from the house to the accessory building.
Response: The proposed 2-car garage (accessory building) is not intended to be a dwelling unit. Water and sewer service shall be connected (extended) from the house to the interior hand sink and external hose bibb.
2. There is a public sewer in the alley behind the property. It is suggested that the existing sewer service be located to determine if there may be a conflict with the location of the garage/accessory building.
Response: General note number 1 has been added to Sheet PDP-1 requiring that a utility locating service be contacted to determine the placement and presence of all wet and dry utilities.

PLANNING (Environmental Planner)

Contact Info: Dana Leavitt, 224-6143, dleavitt@fcgov.com

1. Please contact Tim Buchanan, City Forester, about the impacts to the existing trees and/or if you propose to remove any trees.
Response: One existing tree resides northeast of the proposed 2-car garage. The tree shall remain and only some of the upper encroaching limbs and branches will require some pruning.

HISTORIC PRESERVATION

Contact Info: Karen McWilliams, 224-6078, kmcwilliams@fcgov.com

1. This site may be individually eligible for historic landmark designation. If you are interested in designating your property as a historic landmark, please contact the Historic Preservation staff for details.
Response: Thank you. The owner will keep this in mind.
2. No concerns with this accessory building proposal.
Response: Thank you.

PLANNING (Associate Planner)

Contact Info: Shelby Sommer, 416-2138, ssommer@fcgov.com

1. This proposal will be subject to the Development Review process. A decision (approval, approval with conditions or denial) will ultimately be made by the City's Administrative Hearing Officer following an Administrative Public Hearing (Type One Review). For an outline of the Development Review process, please download the "Overview of the Development Review Process" document located at <http://fcgov.com/currentplanning/>.
Response: Understood, thank you for this information.

2. A neighborhood meeting is not required for Type One development proposals, but one can be scheduled for this project if you would like to notify your neighbors before the public hearing. If you are interested, we can schedule a neighborhood meeting as soon as you provide me with a list of Affected Property Owners (APOs) within 800 feet of the subject property. Contact me and we can coordinate a date that will work and I will plan out the logistics (venue, notification letters, etc.).

Response: *Thank you for this information, but given the simplicity of this project, we do not believe a neighborhood meeting is necessary before the public hearing.*

3. The entire *Fort Collins Land Use Code* (LUC) is available for your review on the web at

<http://www.colocode.com/ftcollins/landuse/begin.htm>

Response: *Thank you.*

4. This development proposal is subject to all applicable standards of the *Fort Collins Land Use Code* (LUC), specifically Article 3 General Development Standards and Division 4.7 Neighborhood Conservation Low Density District.

Response: *Understood. The applicable sections of the standards have been reviewed, taken into consideration and incorporated with the design and layout of this proposal for a new 2-car detached garage on the property.*

5. Please pay particular attention to the Land Use Standards, Dimensional Standards and Development Standards located in Division 4.7(D, E & F) of the *Land Use Code*.

Response: *Understood. The applicable divisions have been reviewed, considered and incorporated with the design and layout of this proposal.*

6. Other general development standards that will apply to this project include, but are not limited to:

- Landscaping and tree protection(Section 3.2.1)
- Engineering (Division 3.3)
- Building and Project Compatibility (Section 3.5.1)

Response: *Understood. The applicable sections of the standards have been reviewed, taken into consideration and incorporated with the design and layout of this proposal for a new 2-car detached garage on the property.*

7. If you are requesting any modifications (exceptions or alternatives) to any *Land Use Code* standards, please follow the Modification of Standards procedures located in Division 2.8 of the *Land Use Code*, and submit your request letter(s) with your application materials. The administrative hearing officer will take your modification request(s) into consideration when reviewing and making a decision regarding your Project Development Plan.

Response: *Understood, a request for modification for an additional 50 square feet will be submitted with the application materials.*

8. You will be required to submit a Project Development Plan (PDP) for review. Application forms and PDP submittal requirements can be found online at <http://fcgov.com/currentplanning/submittals.php>. Please contact me if you have questions about specific submittal requirements or if you would like to set up a meeting to go over your submittal checklist and materials.

Response: With the return of these responses, the items required for the Project Development Plan are being submitted.

9. Please be aware that you will owe both the Project Development Plan fee and the Transportation Development Review (TDR) fee and applications at the time the project is submitted. For the Project Development Plan fee, you will follow the small project fee schedule found on page 2 of the Development Review Fee Schedule, online at <http://fcgov.com/currentplanning/submittals.php>. For an estimate of the TDR Fee please contact the Engineering department.

Response: Thank you. The applicable fees, applications and submittal documents are attached with return of these responses.

10. Please feel free contact me if you have any questions about the code requirements or need some help figuring out your next steps in the process.

Response: Thank you.

11. When you are ready to submit your application to the City for review, please schedule a submittal appointment at the Development Review Center with Sandy Lindell or Dorren Belfy at 221-6760.

Response: Thank you.