

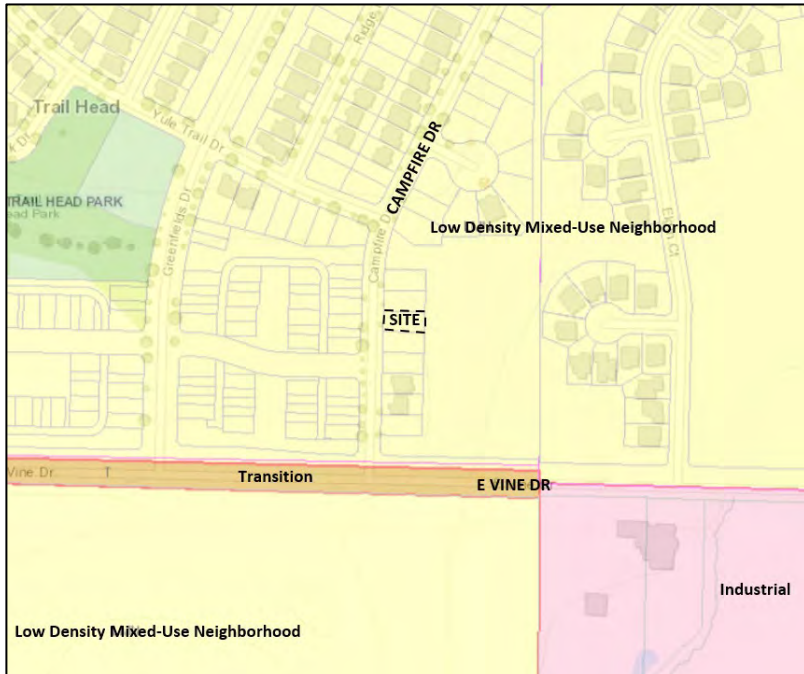
Administrative Hearing: December 10, 2020

738 Campfire Drive Extra Occupancy Rental House #FDP200018

Summary of Request

This is a combined Project Development Plan/Final Development Plan to add Extra Occupancy as a permitted use in an existing single-family dwelling for up to four occupants.

Zoning Map



Next Steps

If approved by the Hearing Officer, the applicant will be eligible to apply for a building permit and Certificate of Occupancy.

Site Location

738 Campfire Drive in the Trail Head neighborhood. Parcel #8704305006.

Zoning

Low Density Mixed-Use Neighborhood (L-M-N).

Property Owner

Jonathan Huynh
2908 Crusader St
Fort Collins, CO 80524

Applicant/Representative

Same as Owner

Staff

Will Lindsey, Associate City Planner

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Staff Recommendation

Approval of the FDP200018

1. Project Introduction

A. PROJECT DESCRIPTION

- The proposal is to add Extra Occupancy for up to four occupants as a use of the single-family dwelling at 738 Campfire Drive.
- The existing house, driveway and garage accommodate the proposed extra occupancy.
- The property provides and exceeds the required habitable floor area for the proposed four occupants. 1,400 sq. ft. are required; 2,164 sq. ft. are provided.
- The property is within the LMN zoning district which permits the use subject to Administrative Review and hearing by a Hearing Officer.

B. DEVELOPMENT STATUS/BACKGROUND

1. Subject Property

The house was built in 2012 within the 2004 Trail Head Block 1 Filing.

2. Surrounding Zoning and Land Use

	North	South	East	West
Zoning	Low Density Mixed-Use Neighborhood (L-M-N)	Low Density Mixed-Use Neighborhood (L-M-N)	Low Density Mixed-Use Neighborhood (L-M-N)	Low Density Residential (RL)
Land Use	Single-family houses on the same block face	Single-family houses on the same block face	Vacant/Stormwater Detention area	Currently Undeveloped (Single-Family Dwellings Proposed)

C. OVERVIEW OF MAIN CONSIDERATIONS

The single main consideration in this case was off-street parking, as is typical of extra occupancy proposals. The applicant is utilizing the parking arrangement allowed by the code wherein a lot with less than 65 feet of street frontage, and which does not abut an alley than one of the required parking spaces may be aligned in a manner that does not provide direct access to the abutting street (see attached site plan and details below).

D. CITY PLAN

The City’s comprehensive plan (2019 *City Plan*) was updated with the participation of thousands of community members and embodies the vision and values of the community for the future. It does not specifically address issues of occupancy.

A significant theme in the plan is encouraging more housing options in general. For example, Policy LIV 5.6 on p. 42 states: “EXISTING NEIGHBORHOODS: Expand housing options in existing neighborhoods (where permitted by underlying zoning) by encouraging: Infill development on vacant and underutilized lots; Internal ADUs such as basement or upstairs apartments; Detached ADUs on lots of sufficient size; and Duplexes, townhomes or other alternatives to detached single-family homes that are compatible with the scale and mass of adjacent properties.”

The plan designates this part of the Trail Head neighborhood as “Mixed Neighborhood” land use designation, which is characterized by a mixture of housing types. The following excerpt from p.98 in *City Plan* gives a sense of the main ideas for land uses in that designation:

Principal Land Use

Single-family detached homes, duplexes, triplexes, and townhomes

Supporting Land Use

ADUs, small scale multifamily buildings, small-scale retail, restaurants/cafes, community and public facilities, parks and recreational facilities, schools, places of worship

Key Characteristics/Considerations (Existing Neighborhoods)

- While many existing Mixed-Neighborhoods may consist predominantly of single-family detached homes today, opportunities to incorporate ADUs or other attached housing options of a compatible scale and intensity may be feasible in some locations.
- The introduction of larger townhome or multifamily developments into existing single-family neighborhoods should generally be limited to edge or corner parcels that abut and/or are oriented toward arterial streets or an adjacent Neighborhood Mixed-Use District where transit and other services and amenities are available.
- Where townhomes or multifamily buildings are proposed in an existing neighborhood context, a transition in building height, massing and form should be required along the shared property line or street frontage.
- As existing neighborhoods change and evolve over time, rezoning of some areas may be appropriate when paired with a subarea or neighborhood planning initiative. See the Priority Place Types discussion on page 107 for more details about changes in existing neighborhoods over time.
- While reinvestment in existing mobile home parks is encouraged, redevelopment of existing parks is not.

2. Land Use Code Article 2

A. PROJECT DEVELOPMENT PLAN PROCEDURAL OVERVIEW

1. Conceptual Review – CDR200060

A conceptual review meeting was held on August 13, 2020.

2. First Submittal

The PDP was submitted on September 18, 2020

3. Neighborhood Meeting

Pursuant to *LUC Section 2.2.2 – Step 2: Neighborhood Meetings*, a neighborhood meeting is not required for Administrative Hearing (Type 1) projects and no meeting was held.

4. Notice (Posted, Written and Published)

Posted Notice: September 21, 2020, Sign #572.

Written Hearing Notice: November 25, 2020, 348 addresses mailed.

Published Hearing Notice: Scheduled for October 20, 2020.

3. Land Use Code Article 3

Because the plan involves existing development which comports with the Land Use Code standards, only a few standards specific to Extra Occupancy pertain in this case.

A. DIVISION 3.2 – SITE PLANNING AND DESIGN STANDARDS

Applicable Code Standard	Summary of Code Requirement and Analysis	Staff Findings
3.2.2 – Access, Circulation and Parking – General Standard	<p>This code Section requires secure, convenient, efficient parking and circulation improvements that add to the attractiveness of the development.</p> <ul style="list-style-type: none"> The existing subdivision development provides a parking and circulation system consistent with the standard. The plan provides specific required parking per the subsections noted below. 	Complies
3.2.2(C)(4) – Bicycle Parking Space Requirements	<p>This plan is required to provide 1 bicycle parking space per bed.</p> <ul style="list-style-type: none"> An indoor fixed bicycle parking rack provides the required three bicycle parking spaces with the necessary maneuvering space of 5 feet wide by 2.5 feet deep in the garage. 	Complies
3.2.2(K)(1)(j) – Required Number of Off-Street Spaces	<p>Extra occupancy rental house uses are required to provide 0.75 parking spaces per tenant, rounded up to the nearest whole parking space, plus one (1) additional parking space if the extra occupancy rental house is owner-occupied. 3 spaces are required in this case.</p> <ul style="list-style-type: none"> 3 dedicated parking spaces are provided. Per the code, if such lot has less than sixty-five (65) feet of street frontage length on any one (1) street and does not abut an alley, then one (1) of the required parking spaces may be aligned in a manner that does not provide direct access to the abutting street. 	Complies

B. DIVISION 3.8 – SUPPLEMENTARY REGULATIONS

Applicable Code Standard	Summary of Code Requirement and Analysis	Staff Findings
<p>3.8.16 – Occupancy Limits – Increasing the Number of Persons Allowed</p>	<p>Subsection (E)(1) states <i>“with respect to single-family and two-family dwellings, the number of persons allowed under this Section may be increased by the issuance of a certificate of occupancy for use as an extra occupancy rental house in zones allowing such use.”</i></p> <p>The proposed plan is to increase the occupancy of a single-family dwelling. If approved the applicant will submit a building permit application. Upon compliance with any building code and the approval of this application a new certificate of occupancy will be issued.</p>	<p>Complies via the proposed plan in the LMN zone</p>
<p>3.8.28 – Extra Occupancy Rental House Regulations</p>	<p>This Section contains requirements for extra occupancy in single-family detached dwellings. 350 square feet of habitable floor space is required for each tenant plus an additional 400 square feet if the dwelling is owner-occupied.</p> <ul style="list-style-type: none"> • 1,400 sq. ft. are required for the proposed four occupants; 2,164 sq. ft. of habitable space are provided in the existing dwelling. <p>No more than 25% of parcels on a block face may be approved for extra occupancy rental house use.</p> <ul style="list-style-type: none"> • No other Extra Occupancy Rental Houses are approved on the block face. 	<p>Complies</p>

4. Land Use Code Article 4

A. DIVISION 4.5 – LOW DENSITY MIXED-USE NEIGHBORHOOD DISTRICT (LMN)

The LMN zone district was created in 1997 as part of the City’s comprehensive plan and has been re-established in subsequent updates.

Applicable Code Standard	Summary of Code Requirement and Analysis	Staff Findings
4.5(A) - Purpose	<p>This Section states: <i>“Purpose. The Low Density Mixed-Use Neighborhood District is intended to be a setting for a predominance of low density housing combined with complementary and supporting land uses that serve a neighborhood and are developed and operated in harmony with the residential characteristics of a neighborhood. The main purpose of the District is to meet a wide range of needs of everyday living in neighborhoods that include a variety of housing choices, that invite walking to gathering places, services and conveniences, and that are fully integrated into the larger community by the pattern of streets, blocks, and other linkages. A neighborhood center provides a focal point, and attractive walking and biking paths invite residents to enjoy the center as well as the small neighborhood parks. Any new development in this District shall be arranged to form part of an individual neighborhood.”</i></p>	Complies as a part of the overall Trail Head development
4.5(B) - Permitted Uses	<p>Extra occupancy rental houses with four or more tenants are permitted with review and a public hearing by an administrative hearing officer.</p>	Complies

5. Findings of Fact/Conclusion

In evaluating the request for 738 Campfire Drive Extra Occupancy #FDP200018, staff makes the following findings of fact and conclusions:

1. The Project Development Plan/Final Development Plan complies with the applicable procedural and administrative requirements of Article 2 of the Land Use Code.
2. The plan complies with pertinent standards located in Article 3 – General Development Standards.
3. The plan complies with Division 4.5 - Low Density Mixed-Use Neighborhood in Article 4.

6. Recommendation

Staff recommends that the Hearing Officer approve 738 Campfire Drive Extra Occupancy #FDP200018 based on the Findings of Fact and supporting explanations found in the staff report.

7. Attachments

1. Applicant Narrative
2. Site Plan
3. Floor Plan Info
4. Bicycle Parking Photos
5. Public Comments
6. Staff PowerPoint

Project Narrative – 738 Campfire Drive Extra Occupancy

This proposal is to add extra occupancy to the existing single-family dwelling at 738 Campfire Drive (Lot 6 Block 1 of the Trailhead Subdivision) to accommodate 4 persons in the existing 3 bedrooms. This proposal will use existing site and building conditions and include the addition of a permanently fixed wall-mounted bicycle rack in the 2-car garage. No structural changes will be done to the building or impervious area added to the site.

The property is owned by Johnathon Huynh, who is the proposal applicant. The property is within the Low Density Mixed-Use Neighborhood (LMN) zone district and is subject to a Project Development Plan (PDP/Type 1). The conceptual review meeting for this proposal was held on Thursday August 13, 2020.

The home has 2164.4 square feet of habitable space consisting of 575.5 square feet on the first floor, 1045.5 square feet on the second floor, and 543.4 square feet in the finished basement. These dimensions are consistent with the Land Use Code, excluding closet, laundry, storage, and utility space. This exceeds the minimum required amount of 1400 square feet required for 4 inhabitants.

Three on-site parking spaces are provided by the 2-car garage and the concrete driveway. For this project the concrete driveway will be counted as a parking space (as per Will Lindsay of Planning Services).

The bicycle parking requirement will be met by installing wall-mounted bicycle racks for 5 bikes in the extra space on the East side of the garage, as portrayed in the site plan. The racks will be permanently fixed to the structure's wooden struts and meet the Land Use Code rack and maneuvering space dimensions requirements.

This project will have no impact on the existing trees, therefore forestry planning was not necessary. Additionally, no ecological impacts will occur as a result of this project. Finally, the Traffic Impact Study requirement was waived.

OWNERSHIP CERTIFICATION

THE UNDERSIGNED DOES/DO HEREBY CERTIFY THAT I/WE ARE LAWFUL OWNERS OF 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.

PRINT NAME _____ 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 _____

PLANNING CERTIFICATE

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

DIRECTORS SIGNATURE _____

TREE PROTECTION NOTES

- ALL EXISTING TREES WITHIN THE LIMITS OF THE DEVELOPMENT AND WITHIN ANY NATURAL AREA BUFFER ZONES SHALL REMAIN AND BE PROTECTED UNLESS NOTED ON THESE PLANS FOR REMOVAL.
- WITHIN THE DRIP LINE OF ANY PROTECTED EXISTING TREE, THERE SHALL BE NO CUT OR FILL OVER A FOUR-INCH DEPTH UNLESS A QUALIFIED ARBORIST OR FORESTER HAS EVALUATED AND APPROVED THE DISTURBANCE.
- ALL PROTECTED EXISTING TREES SHALL BE PRUNED TO THE CITY OF FORT COLLINS FORESTRY STANDARDS. TREE PRUNING AND REMOVAL SHALL BE PERFORMED BY A BUSINESS THAT HOLDS A CURRENT CITY OF FORT COLLINS ARBORIST LICENSE WHERE REQUIRED BY CODE.
- PRIOR TO AND DURING CONSTRUCTION, BARRIERS SHALL BE ERRECTED AROUND ALL PROTECTED EXISTING TREES WITH SUCH BARRIERS TO BE OF ORANGE FENCING A MINIMUM OF FOUR (4) FEET IN HEIGHT, SECURED WITH METAL T-POSTS, NO CLOSER THAN SIX (6) FEET FROM THE TRUNK, OR ONE-HALF (1/2) OF THE DRIP LINE, WHICHEVER IS GREATER. THERE SHALL BE NO STORAGE OR MOVEMENT OF EQUIPMENT, MATERIAL, DEBRIS OR FILL WITHIN THE FENCED TREE PROTECTION ZONE.
- DURING THE CONSTRUCTION STAGE OF DEVELOPMENT, THE APPLICANT SHALL PREVENT THE CLEANING OF EQUIPMENT OR MATERIAL OR THE STORAGE AND DISPOSAL OF WASTE MATERIAL SUCH AS PAINTS, OILS, SOLVENTS, ASPHALT, CONCRETE, MOTOR OIL OR ANY OTHER MATERIAL HARMFUL TO THE LIFE OF A TREE WITHIN THE DRIP LINE OF ANY PROTECTED TREE OR GROUP OF TREES.
- NO DAMAGING ATTACHMENT, WIRES, SIGNS OR PERMITS MAY BE FASTENED TO ANY PROTECTED TREE.
- LARGE PROPERTY AREAS CONTAINING PROTECTED TREES AND SEPARATED FROM CONSTRUCTION OR LAND CLEARING AREAS, ROAD RIGHTS-OF-WAY AND UTILITY EASEMENTS MAY BE "RIBBONED OFF," RATHER THAN ERECTING PROTECTIVE FENCING AROUND EACH TREE AS REQUIRED IN SUBSECTION (G)(5) ABOVE. THIS MAY BE ACCOMPLISHED BY PLACING METAL T-POST STAKES A MAXIMUM OF FIFTY (50) FEET APART AND TYING RIBBON OR ROPE FROM STAKE-TO-STAKE ALONG THE OUTSIDE PERIMETERS OF SUCH AREAS BEING CLEARED.
- THE INSTALLATION OF UTILITIES, IRRIGATION LINES OR ANY UNDERGROUND FIXTURE REQUIRING EXCAVATION DEEPER THAN SIX (6) INCHES SHALL BE ACCOMPLISHED BY BORING UNDER THE ROOT SYSTEM OF PROTECTED EXISTING TREES AT A MINIMUM DEPTH OF TWENTY-FOUR (24) INCHES. THE AUGER DISTANCE IS ESTABLISHED FROM THE FACE OF THE TREE (OUTER BARK) AND IS SCALED FROM TREE DIAMETER AT BREST HEIGHT AS DESCRIBED IN THE CHART BELOW.

STREET TREE NOTES

- A PERMIT MUST BE OBTAINED FROM THE CITY FORESTER BEFORE ANY TREES OR SHRUBS AS NOTED ON THIS PLAN ARE PLANTED, PRUNED OR REMOVED IN THE PUBLIC RIGHT-OF-WAY. THIS INCLUDES ZONES BETWEEN THE SIDEWALK AND CURB, MEDIANS AND OTHER CITY PROPERTY. THIS PERMIT SHALL APPROVE THE LOCATION AND SPECIES TO BE PLANTED. FAILURE TO OBTAIN THIS PERMIT IS A VIOLATION OF THE CITY OF FORT COLLINS CODE SUBJECT TO CITATION (SECTION 27-31) AND MAY ALSO RESULT IN REPLACING OR RELOCATING TREES AND A HOLD ON CERTIFICATE OF OCCUPANCY.
- CONTACT THE CITY FORESTER TO INSPECT ALL STREET TREE PLANTINGS AT THE COMPLETION OF EACH PHASE OF THE DEVELOPMENT. ALL MUST BE INSTALLED AS SHOWN ON THE LANDSCAPE PLAN. APPROVAL OF STREET TREE PLANTING IS REQUIRED BEFORE FINAL APPROVAL OF EACH PHASE.
- STREET LANDSCAPING, INCLUDING STREET TREES, SHALL BE SELECTED IN ACCORDANCE WITH ALL CITY CODES AND POLICIES. ALL TREE PRUNING AND REMOVAL WORKS SHALL BE PERFORMED BY A CITY OF FORT COLLINS LICENSED ARBORIST WHERE REQUIRED BY CODE. STREET TREES SHALL BE SUPPLIED AND PLANTED BY THE DEVELOPER USING A QUALIFIED LANDSCAPE CONTRACTOR.
- THE DEVELOPER SHALL REPLACE DEAD OR DYING STREET TREES AFTER PLANTING UNTIL FINAL MAINTENANCE INSPECTION AND ACCEPTANCE BY THE CITY OF FORT COLLINS FORESTRY DIVISION. ALL STREET TREES IN THE PROJECT MUST BE ESTABLISHED, WITH AN APPROVED SPECIES AND OF ACCEPTABLE CONDITION PRIOR TO ACCEPTANCE.
- SUBJECT TO APPROVAL BY THE CITY FORESTER - STREET TREE LOCATIONS MAY BE ADJUSTED TO ACCOMMODATE DRIVEWAY LOCATIONS, UTILITY SEPARATIONS BETWEEN TREES, STREET SIGNS AND STREET LIGHTS. STREET TREES TO BE CENTERED IN THE MIDDLE OF THE LOT TO THE EXTENT FEASIBLE. QUANTITIES SHOWN ON PLAN MUST BE INSTALLED UNLESS A REDUCTION IS APPROVED BY THE CITY TO MEET SEPARATION STANDARDS.

LAND USE DATA

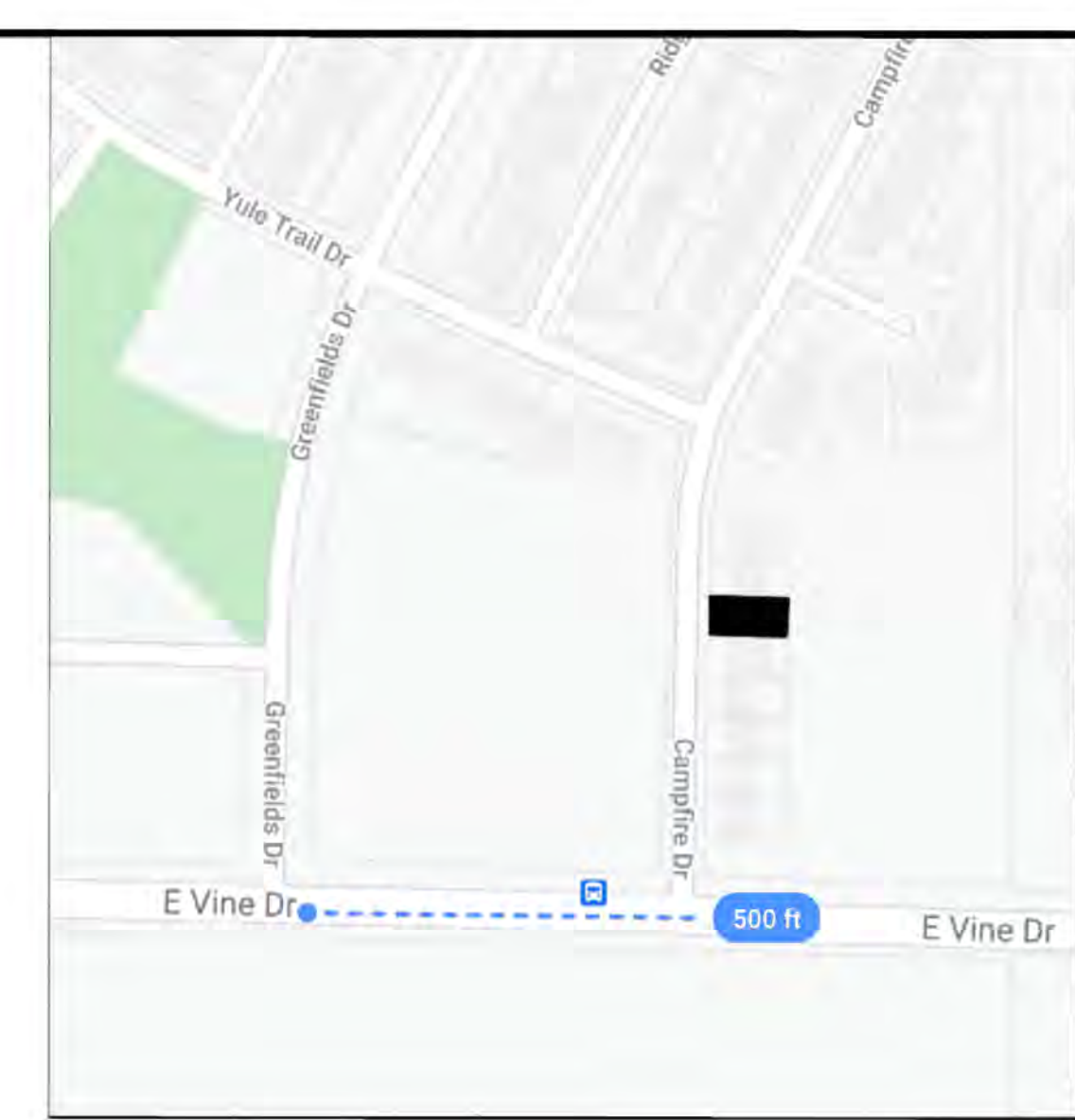
ZONING	LMN-LOW DENSITY MIXED-USE NEIGHBORHOOD
EXISTING LAND USE	SINGLE-FAMILY RESIDENTIAL
PROPOSED USE	EXTRA OCCUPANCY HOUSING FOR 4 OCCUPANTS
TWO STORY BUILDING W/ BASEMENT	3, 188 GROSS SF
TOTAL PARKING PROVIDED	3 SPACES
# OF BEDROOMS	3 BEDROOMS
SITE AREA	5,011 SF
HOUSE FOOTPRINT	1,222 SF
TOTAL HABITABLE AREA	2,164.4 SF
TOTAL BIKE SPACES PROVIDED	3 SPACES

PROPERTY DESCRIPTION

LOT 6, BLOCK 1, TRAILHEAD SUBDIVISION, CITY OF FORT COLLINS, COUNTY OF LARIMER, STATE OF COLORADO.

SITE PLAN NOTES

- EXISTING LANDSCAPE AND TREES TO REMAIN.
- NO EXTERIOR ALTERATIONS WILL BE MADE TO BUILDINGS.
- REFER TO FINAL UTILITY PLANS FOR EXACT LOCATIONS AND CONSTRUCTION INFORMATION FOR STORM DRAINAGE STRUCTURES, UTILITY MAINS AND SERVICES, PROPOSED TOPOGRAPHY, STREET IMPROVEMENTS.
- REFER TO THE SUBDIVISION PLAN AND UTILITY PLANS FOR EXACT LOCATIONS, AREAS AND DIMENSIONS OF ALL EASEMENTS, LOTS, TRACTS, STREETS, WALKS AND OTHER SURVEY INFORMATION.
- 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 TO THE PLANS.
- 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 PREDOMINANT COLOR OF THE BUILDING SHALL BE CONSTRUCTED. OTHER MINOR EQUIPMENT SUCH AS CONDUIT, METERS AND PLUMBING VENTS SHALL BE SCREENED OR PAINTED TO MATCH SURROUNDING BUILDING SURFACES.
- ALL CONSTRUCTION WITH THIS DEVELOPMENT PLAN MUST BE COMPLETED IN ONE PHASE UNLESS A PHASING PLAN IS SHOWN WITH THESE PLANS.
- ALL EXTERIOR LIGHTING PROVIDED SHALL COMPLY WITH THE FOOT-CANDLE REQUIREMENTS IN SECTION 52.4 OF THE LAND USE CODE AND SHALL USE A CONCEALED, FULLY SHIELDED LIGHT SOURCE WITH SHARP CUT-OFF CAPABILITY SO AS TO MINIMIZE UP-LIGHT, SPILL LIGHT, GLARE AND UNNECESSARY DIFFUSION. ALL EXTERIOR LIGHTS WILL HAVE A NOMINAL CORRELATED COLOR TEMPERATURE (CCT) OF 3000K OR LESS IN ACCORDANCE WITH LUC 3.2.4(D)(3).
- 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 GRANTED BY THE CITY.
- FIRE HYDRANTS MUST MEET OR EXCEED POU/DRE FIRE AUTHORITY STANDARDS. ALL BUILDINGS MUST PROVIDE AN APPROVED FIRE EXTINGUISHING SYSTEM.
- ALL BIKE RACKS PROVIDED MUST BE PERMANENTLY ANCHORED.
- 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 1:48 IN ANY DIRECTION. ALL ACCESSIBLE ROUTES MUST SLOPE NO MORE THAN 1:20 IN DIRECTION OF TRAVEL AND WITH NO MORE THAN 1:48 CROSS SLOPE.
- 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 SNOW REMOVAL ON ALL ADJACENT STREET SIDEWALKS AND SIDEWALKS IN COMMON OPEN SPACE AREAS.
- 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 OWNER/DEVELOPER.
- THE PROPERTY OWNER FOR EACH RESIDENTIAL LOT IS RESPONSIBLE FOR SNOW REMOVAL ON ALL STREET SIDEWALKS ADJACENT TO EACH RESIDENTIAL LOT.
- PRIVATE CONDITIONS, COVENANTS, AND RESTRICTIONS (CC&R'S), OR ANY OTHER PRIVATE RESTRICTIVE COVENANT IMPOSED ON LANDOWNERS WITHIN THE DEVELOPMENT, MAY NOT BE CREATED OR ENFORCED HAVING THE EFFECT OF PROHIBITING OR LIMITING 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.
- ANY 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 TO CITY OF FORT 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.
- 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 ROADS TO IDENTIFY SUCH ROADS OR PROHIBIT THE OBSTRUCTION THEREOF. THE MEANS BY WHICH FIRE LANES ARE DESIGNATED SHALL BE MAINTAINED IN A CLEAN AND LEGIBLE CONDITION AT ALL TIMES AND BE REPLACED OR REPAIRED WHEN NECESSARY TO PROVIDE ADEQUATE VISIBILITY.
- PREMISE IDENTIFICATION. AN ADDRESSING PLAN IS REQUIRED TO BE REVIEWED AND APPROVED BY THE CITY AND POU/DRE FIRE AUTHORITY 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 SIX-INCH NUMERALS ON A CONTRASTING BACKGROUND. WHERE ACCESS IS BY MEANS OF A PRIVATE ROAD AND THE BUILDING CANNOT BE VIEWED FROM THE PUBLIC.
- THE PROPERTY OWNER SHALL ENSURE THAT THE SIDEWALK AND STREET REMAIN FREE AND CLEAR, AND FREE OF ANY MATERIAL FROM THE PRIVATE PROPERTY, INCLUDING MATERIAL RESULTING FROM THE OPERATION OF ENTERING AND EXISTING OF VEHICLES ON SITE.

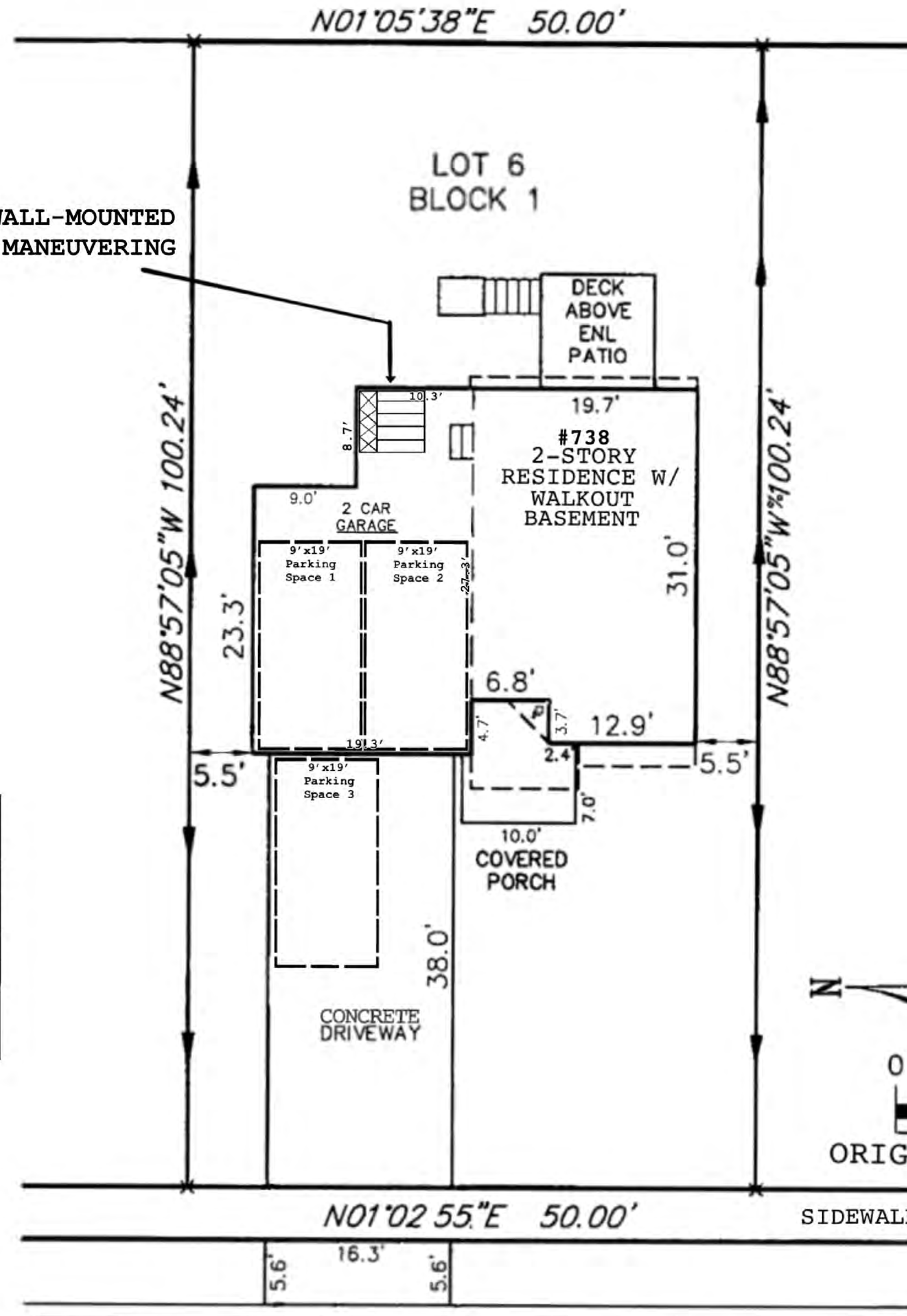


VICINITY MAP

INDEX

SITE PLAN
FLOOR PLAN & EXTERIOR ELEVATIONS

PROPOSED 2.5' x 5.5' WALL-MOUNTED BIKE PARKING WITH 5' MANEUVERING SPACE



MINIMUM REQUIREMENTS FOR EXTRA OCCUPANCY	PROVIDED
1,400 SF OF HABITABLE FLOOR SPACE	2,164.4 SF
3 9' x 19' PARKING SPACES	3
3 BIKE SPACES IN A 2.5' x 5.5' FACILITY	3

No.	REVISION	BY	DATE

H-SCALE	1"=20'	V-SCALE	N/A	DATE	8/22/20	DESIGNED BY	DRAWN BY	CHECKED BY

738 CAMPFIRE EXTRA OCCUPANCY
SITE PLAN



Know what's below.
Call before you dig.

MAIN LEVEL

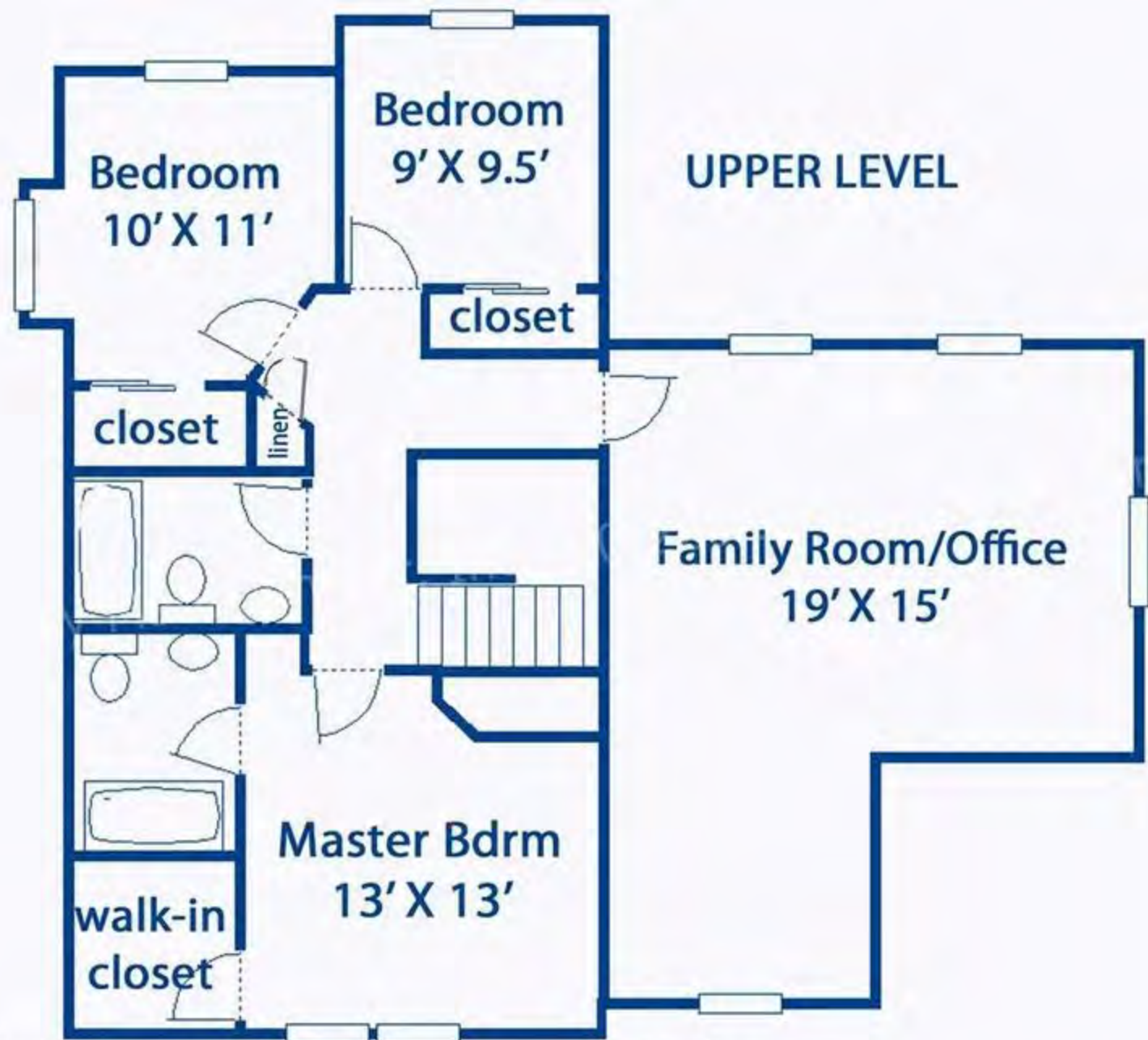
Living Room
16' X 15'

GARAGE

Kitchen
14' X 15'

pantry

closet





0811 7468284
WASTE MANAGEMENT

125 PSI

RIP CURL







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RATED 24

EXEMPT FROM REGULATION

APPROX 253-6

EXEMPT FROM REGULATION

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VOLUME

KINIGER

KINIGER

May the
FOREST
be with you

Ohara

Will Lindsey

From: Jeanne McDonald <jeannelynmcdonald@gmail.com>
Sent: Wednesday, October 28, 2020 4:58 PM
To: Will Lindsey
Cc: Kevin Michael Mcdonald
Subject: [EXTERNAL] RE: Letter of Opposition to Development Proposal #527
Attachments: Opposition to Development Proposal #572.docx

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Will—

Attached is a formal letter of opposition to Development Proposal #572 (currently under review).

If there is another place I should submit this, can you kindly forward to the letter or direct me to the right office. You also mentioned that the city is able to offer mediation services. We are most interested in pursuing that service. We would also like to attend the administrative hearing. Can you please keep us posted on the date and time.

I appreciate your assistance in this most important matter.

Kind regards,

Jeanne and Kevin McDonald
732 Campfire Drive, Fort Collins CO 80524
817-983-8929

> On Oct 9, 2020, at 1:28 PM, Will Lindsey <wlindsey@fcgov.com> wrote:

>

> Hello Jeanne,

>

> Thank you for your comments. If you wish to submit a formal letter of opposition you may do so at any point prior to the hearing. Currently, the Administrative Hearing has not been scheduled as the applicant is currently working on addressing staff comments on the proposal.

>

> All the best,

>

> Will Lindsey | Associate Planner

> City of Fort Collins

> 281 N. College Avenue

> 970-224-6164

> WLindsey@fcgov.com

>

> Tell us about our service, we want to know!

> --

> COVID19 Resources

> For all residents: <https://www.fcgov.com/eps/coronavirus>

> For businesses: <https://www.fcgov.com/business/>

> Want to help: <https://www.fcgov.com/volunteer/>

>

> -----Original Message-----

> From: Jeanne McDonald <jeannelynnmcdonald@gmail.com>

> Sent: Tuesday, October 6, 2020 2:34 PM

> To: Will Lindsey <wlindsey@fcgov.com>

> Cc: Kevin Michael McDonald <KevinMichaelMcDonald@gmail.com>

> Subject: [EXTERNAL] Re: Development Proposal 527

>

> Hello Will—

> I have no issue with the current residents residing in the home, but for the long term I would like to see one single family occupying the residence. As I mentioned, parking on the street is already a problem. This house has always been a rental and we have experienced CSU students with numerous vehicles. As an adjacent home owner I would like to oppose this development proposal. Can you tell me the timeline to submit the opposition, along with the date of the administrative hearing? I appreciate your assistance in this matter.

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>> Please see my responses to your questions below.

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>> Is this proposal only in effect for the current residents or will it apply going forward?

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>> This proposal will be in effect for the current residents, and all residents at the property moving forward. The approval of an extra occupancy rental house makes it a permitted use on the property. As such the current and future tenants will have to adhere to the standards and occupancy rules for extra occupancies or they will be in violation of the Municipal and Land Use Code.

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>> Parking is always a significant concern with any residential project, but particularly for those adjacent to or embedded in single-family neighborhoods. However, the Land Use Code requires that extra occupancy rental houses provide on-site parking for the tenants (.75 spaces per occupant). Additionally, occupants are not allowed to use the street for long-term parking to meet their minimum parking requirement.

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>> As an adjacent homeowner what are my options should I oppose this?

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>> • If the project is approved there is an appeal period afterwards when residents can file an appeal of the decision.

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>> From: Jeanne McDonald <jeannelynnmcdonald@gmail.com>
>> Sent: Tuesday, September 22, 2020 8:14 AM
>> To: Will Lindsey <wlindsey@fcgov.com>
>> Subject: [EXTERNAL] Re: Development Proposal 527
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>>> On Sep 21, 2020, at 4:44 PM, Will Lindsey <wlindsey@fcgov.com> wrote:
>>>
>>> Hello Ms. McDonald,
>>>
>>> Thank you for your inquiry regarding Development Proposal 527. The property owner is seeking an approval to establish an extra occupancy rental house use for up to four (4) unrelated adults at the property. Extra Occupancy is a permitted use, but is subject to development review to ensure the proposed use meets all the relevant Land Use Code standards followed by final review and approval by an Administrative Hearing officer.
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>>> Please let me know if you have any additional questions or concerns.
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>>> Subject: [EXTERNAL] Development Proposal 527

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>>> Hello—

>>> I own a house next to this proposal. What exactly is this going to do to the house next door? Appreciate any explanation you can provide.

>>>

>>> Thank You.

>>> Jeanne McDonald

>>> 732 CAMPFIRE DRIVE

>>> Fort Collins, CO 80524

>>>

>>> 817-983-8929

>>>

>>

>>

>

>

Will Lindsey

From: Current_Planning
Sent: Friday, October 9, 2020 1:26 PM
To: 'Sandy King'; Current_Planning; Development Review Comments
Subject: RE: Proposal 572

Hello,

If you wish to provide a formal letter of opposition regarding Development Proposal 572 at 738 Campfire Drive you may send it to devreviewcomments@fcgov.com and/or my email address at wlindsey@fcgov.com.

Information on how to provide effective public comments as part of the Development Review Process can be found here: <https://www.fcgov.com/developmentreview/residentreview>

Additionally, when the Administrative Public Hearing takes place you and any other residents are welcome to attend and voice your concerns about the proposal.

Please let me know if you have any additional questions or concerns.

All the best,

Will Lindsey | Associate Planner

City of Fort Collins
281 N. College Avenue
970-224-6164
WLindsey@fcgov.com

[Tell us about our service, we want to know!](#)

--

COVID19 Resources

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For businesses: <https://www.fcgov.com/business/>

Want to help: <https://www.fcgov.com/volunteer/>

From: Sandy King <sking@zoll.com>
Sent: Friday, October 9, 2020 1:11 PM
To: Current_Planning <Planning@fcgov.com>
Subject: [EXTERNAL] Proposal 572

Hi,

Can you tell me how we could voice our objection to the proposed waiving of the U+2 rule at 738 Campfire Drive? I have many people in our neighborhood who do not want to see this waived so the homeowner can rent out rooms in his house individually, but none of us is sure of the process?

Thank you

Sandy King
Trail Head Community

Will Lindsey

From: Jeanne McDonald <jeannelynmcdonald@gmail.com>
Sent: Thursday, October 15, 2020 10:48 AM
To: Will Lindsey
Cc: Kevin Michael Mcdonald
Subject: [EXTERNAL] Re: Development Proposal 527

Will—

I will be submitting a formal letter of opposition. I have been out of town and just returned. Can you kindly let me know if the hearing is scheduled anytime soon, so that I do not miss the deadline?

Thank You,
Jeanne

> On Oct 9, 2020, at 1:28 PM, Will Lindsey <wlindsey@fcgov.com> wrote:

>

> Hello Jeanne,

>

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> City of Fort Collins

> 281 N. College Avenue

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> Sent: Tuesday, October 6, 2020 2:34 PM

> To: Will Lindsey <wlindsey@fcgov.com>

> Cc: Kevin Michael Mcdonald <KevinMichaelMcDonald@gmail.com>

> Subject: [EXTERNAL] Re: Development Proposal 527

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>> City of Fort Collins

>> 281 N. College Avenue

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>>> 732 CAMPFIRE DRIVE
>>> Fort Collins, CO 80524
>>>
>>> 817-983-8929
>>>
>>
>>
>
>

Oct 28, 2020

City of Fort Collins

RE: Development Proposal #572

Dear City of Fort Collins:

I would like to submit a formal letter of opposition to Development Proposal #572 against the extra occupancy requested for this rental house. This proposal is in violation of the existing Municipal and Land Use Code. This particular property has been used as a rental house since it's development in 2014. Since that time, we have seen a group of college kids (in violation of the current code) as well as several single families occupy the residence. Although we have no personal issue with the tenants, the parking has continually been an issue with the existing renters and past renters of this property.

The parking on this section of Campfire drive has been a continual problem since we've occupied our home and a proposal allowing four or more adults to occupy the property on a permanent basis will mean even more vehicles with a need to park. As it stands now, we have numerous vehicles permanently parked along the street. As well, a future development proposal for the vacant lot directly across the property is currently in review for approval. Parking is definitely a problem.

I am told that the City of Fort Collins is able to offer mediation services regarding this issue. We are more than happy to discuss this issue with the applicant of this proposal and we would like to attend the administrative hearing to voice our concerns.

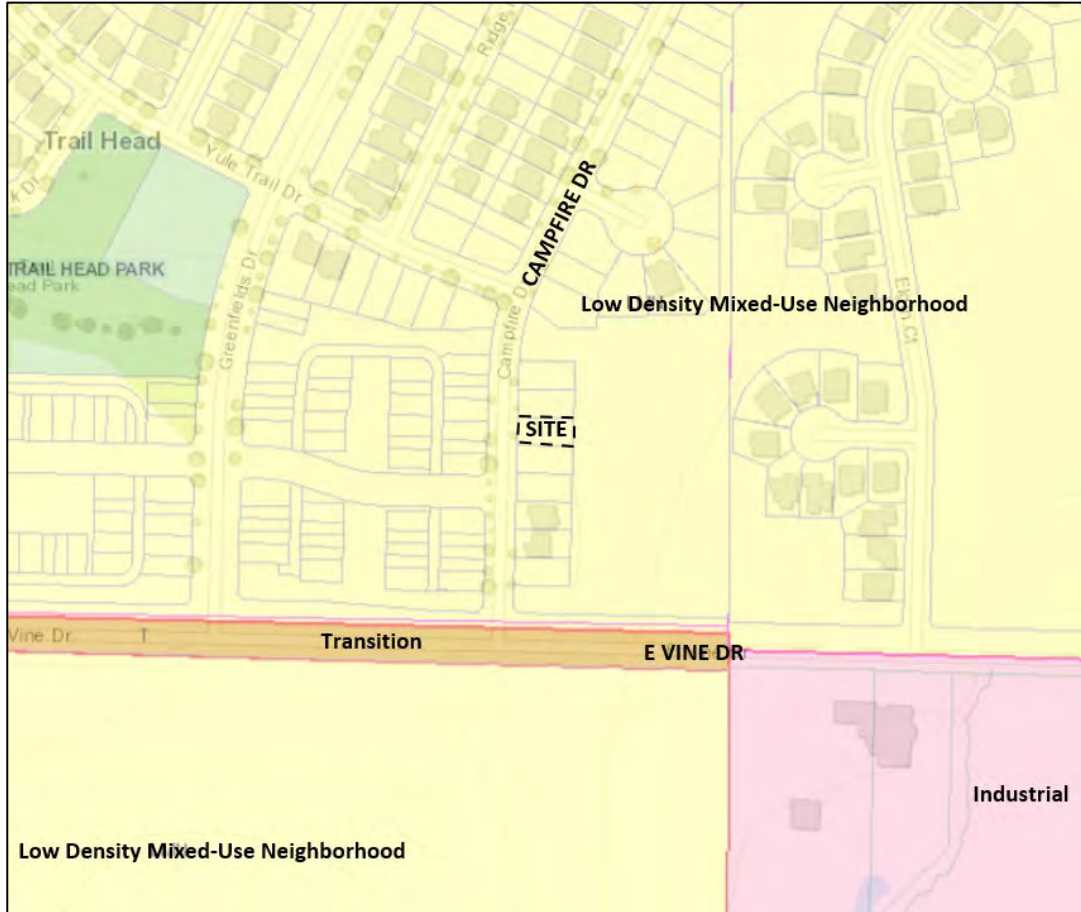
Sincerely,

Jeanne & Kevin McDonald

732 Campfire Drive, Fort Collins, CO 80524 | 817-983-8929 | JeanneLynnMcDonald@gmail.com

**738 Campfire Drive –
Extra Occupancy Rental House**
Combined Final/Project Development Plan
FDP 200018

Type I Administrative Hearing
December 10, 2020



Zone District:

Low Density Mixed-Use (L-M-N)

Land Use:

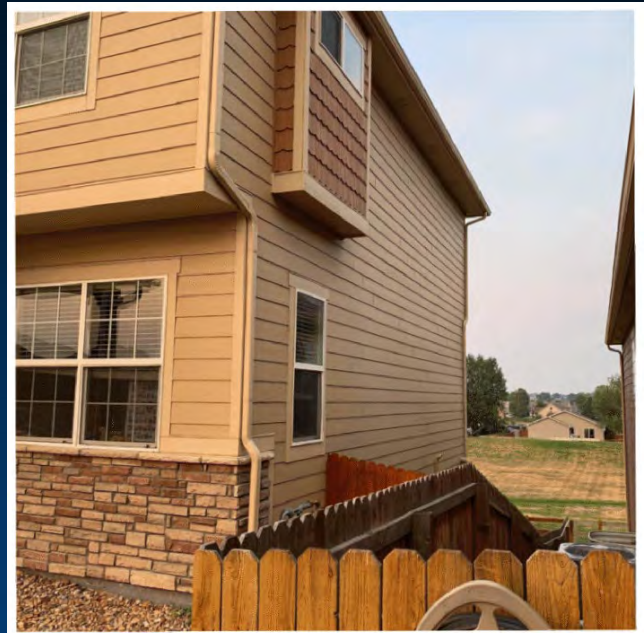
Current Use: Single-family Dwelling
Proposed Use: Extra Occupancy
Rental House

Project Elements:

- 2-story building; 2,164 sf
- 541 Sq. Ft. per tenant
 - 350 Sq. Ft. required per tenant
- 3 bedrooms, 3.5 baths
- 3 vehicle parking spaces
 - .75 required per tenant
 - 4 tenants x .75 = 3 spaces
- 3 fixed bicycle parking spaces
 - 1 required per bed



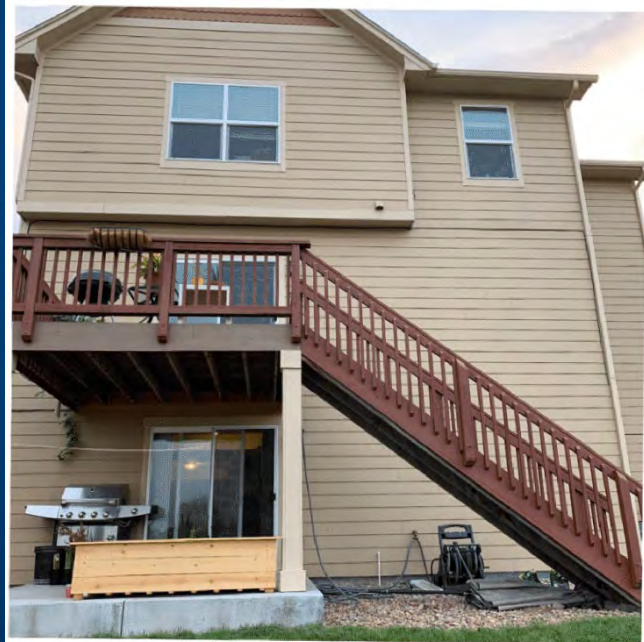
NORTH ELEVATION



SOUTH ELEVATION

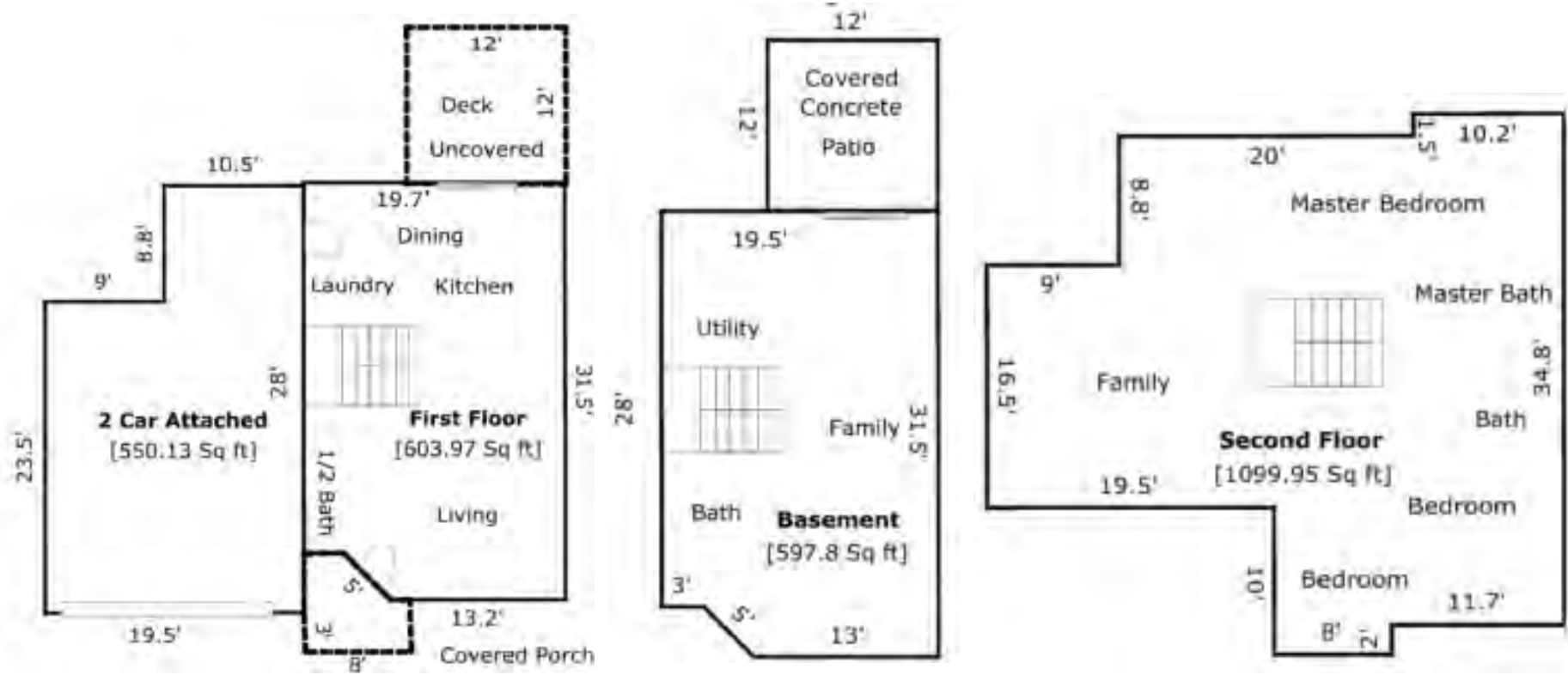


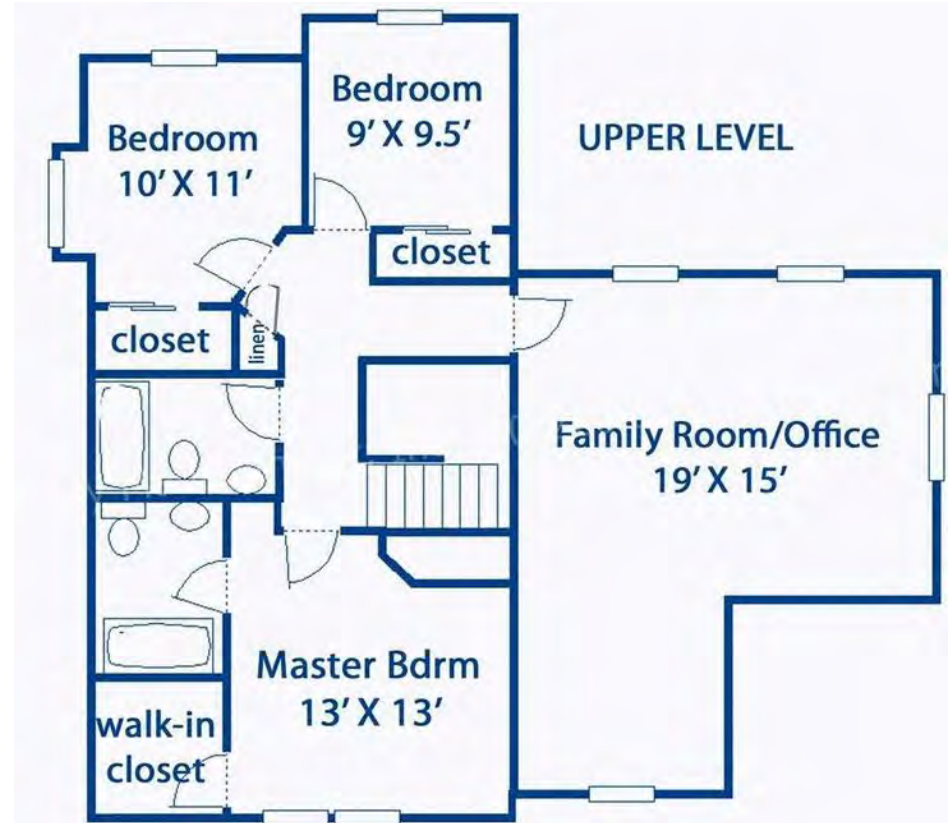
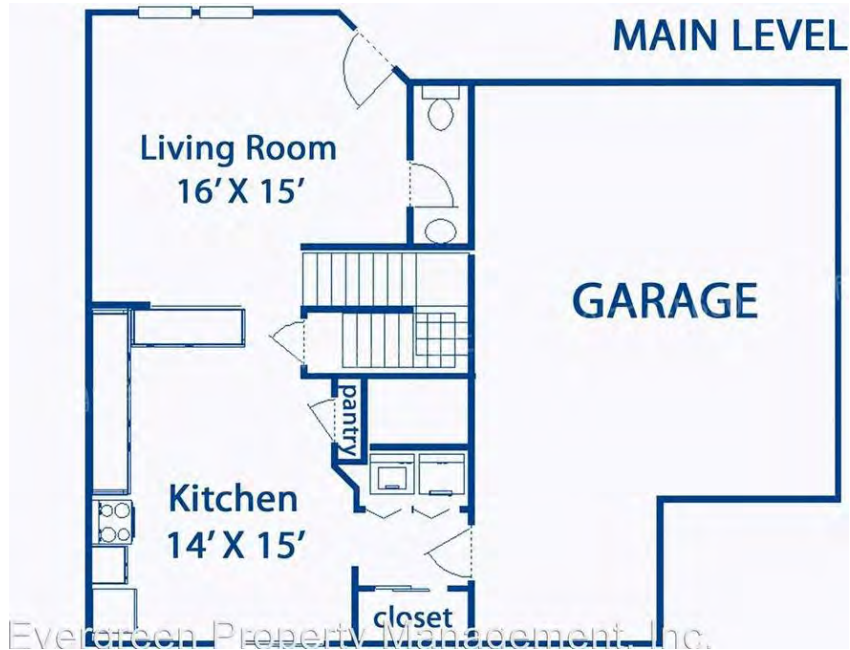
WEST ELEVATION



EAST ELEVATION

Site Images





Staff finds the Final/Project Development Plan:

- Complies with the process located in Division 2.2 – Common Development Review Procedures for Development Applications of Article 2 – Administration.
- Complies with applicable standards of Article 3 – General Development Standards.
- Complies with standards located in Division 3.8.28 – Extra Occupancy Rental House Requirements of Article 3 – General Development Standards.

Staff finds the Final/Project Development Plan:

- Complies with applicable standards located in Division 4.5 Low Density Mixed-Use Neighborhood District (L-M-N) of Article 4 – Districts.

Staff recommends approval of the 738 Campfire Dr – Extra Occupancy Rental House, consolidated Project Development Plan/Final Plan, FDP200018.