

Vacation
Land Development Code
Section 12.11

CITY OF GUNNISON
DEVELOPMENT ASSISTANCE PACKET

This Development Assistance Packet has been prepared for your convenience and assistance in processing land use applications in the City of Gunnison. You should note that this Development Assistance Packet contains excerpts from the *City of Gunnison Land Development Code (LDC)*. Please be advised that the *LDC* is amended from time to time and such amendments may not be included within the Development Assistance Packet. It is your responsibility to review the entire *LDC* and all amendments thereto, which are maintained in the office of the City Clerk, to determine if you have all of the current ordinances related to the *City of Gunnison Development Code* and what effect, if any, the *LDC* has on your property, project, or application.

Prepared by the City of Gunnison
Community Development Department
(970) 641-8090

January 2014

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Application Fact Sheet
City of Gunnison Land Development Code
Minimum Application Contents
In accordance with §6.5 C.

City of Gunnison
P.O. Box 239
Gunnison, CO 81230
(970)641-8090

Applicant Name(s):
Phone #: _____ Fax #: _____ E-Mail: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Legal Description Site Address of Property: _____ Zoning _____ Block: _____ Lot(s): _____ Addition: _____
Disclosure of Ownership- Please provide one of the following: <input type="checkbox"/> Assessor Parcel Info <input type="checkbox"/> Mortgage <input type="checkbox"/> Deed <input type="checkbox"/> Judgments <input type="checkbox"/> Liens <input type="checkbox"/> Contract <input type="checkbox"/> Easement Agreement <input type="checkbox"/> Other Agreements
Summary of Request:
Attachments: <input type="checkbox"/> Vicinity Map (8.5"X11") <input type="checkbox"/> Description of Proposal <input type="checkbox"/> Names, Addresses and Map of Adjoining Property Owners (From Assessor's Office) <input type="checkbox"/> Vested Property Rights <input type="checkbox"/> Authorization of Agent (Power of Attorney from Owner, if not the applicant) <input type="checkbox"/> Site Plan (11"x17") to scale , includes dimensions and location of all structures, parking spaces and access, snow storage, landscaping, live cover, utility lines, road/street names, land uses of adjacent properties, setbacks. Include a table for all dimensional requirements based on §2.6. (See attached sample)
YOU ARE REQUIRED TO SUBMIT FOUR (4) COMPLETE COPIES OF YOUR APPLICATION
Signature(s) _____ _____ Date _____ Date _____
For Office Use Only
<input type="checkbox"/> Conditional Use <input type="checkbox"/> Variance <input type="checkbox"/> Zoning Amendment <input type="checkbox"/> Major Subdivision <input type="checkbox"/> Minor Subdivision <input type="checkbox"/> Subdivision Exemption <input type="checkbox"/> Mobile Home/RV Park <input type="checkbox"/> PUD <input type="checkbox"/> Vacation <input type="checkbox"/> Consolidated Application

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City of Gunnison Minimum Application Contents

- Name of Applicant(s)
- Applicant's mailing address and telephone number
- Name of owner, if not applicant
- Power of Attorney, Authorization of Agent, or letter from owner authorizing application
- Site address of subject property
- Legal description of subject property
- Disclosure of Ownership – names of all owners of the property, all mortgages, judgments, liens, easements, contracts and any agreements that run with the land.
- Vicinity map, 8½ x 11 locating the subject parcel within the City of Gunnison
- Written Description of the proposal and an explanation in written, graphic or model form of how the proposed development complies with the review standards applicable to the application.
- Names and mailing addresses of adjoining property owners within 100 feet of the application property boundary and a map showing the location of these owner's properties in relation to the proposal. Include properties adjacent to the sides, rear, front and diagonal, across streets and alleys. (Obtain from County Assessor's Office)
- Vested property rights, if any.
- A site plan, 11 x 17 to scale, showing dimensions and locations of existing and proposed features, buildings, road and street names, alleys, utility lines (overhead and underground), landscaping, individual parking spaces, access, building setbacks from all property lines, snow storage area. Site plan should include a table showing the dimensional standards (see Table 2-3 attached), and the actual measurements and percentages of the parcel. See the Community Development Office for Assistance.

City of Gunnison Land Development Code – Commonly Used Articles:

Section 2	Zoning Districts includes Principal Use Table (Table 2-3) Dimensional Standards (Tables 2-4 and 2-5)
Section 3	Specific Use Regulations
Section 4	General Development Standards (includes Road Construction Standards, General Site Access, Off-Street Parking and Loading (Table 4-7), Landscaping, Buffering and Screening, Outdoor Lighting)
Section 6	Development Review Procedures
Section 7	Conditional Uses
Section 8	Variances
Section 12	Subdivision Standards

The *Land Development Code* is available on-line at: www.cityofgunnison-co.gov
Copies can also be obtained from the Community Development Office

ADDITIONAL DOCUMENTS MAY BE REQUIRED

Thank you for your complete application.
Call 641-8090 for additional information

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TABLE 2-4 RESIDENTIAL DIMENSIONAL STANDARDS

Dimensional Standard	R-1	R-1M	R-2	RMU	R-3
Maximum density (units/acre) ¹	3.5	6	14	16	30
Lot Size Single-Family (sq. ft.) ¹	8,000	6,250	6,250	6,250	6,250
Lot Size Duplex (per unit) (sq. ft.) ¹			3,125	3,125	3,125
Lot Size Townhouse (per unit) (sq. ft.)				3,125	3,125
Lot Size Multi-Family (per unit) (sq. ft.) ¹					
Single Story				3,000	3,000
Two Story				2,500	2,500
Three Story				2,000	2,000
Maximum lot coverage structures	40%	40%	40%	45%	45%
Maximum lot coverage parking/access	10%	10%	15%	20%	40%
Minimum lot coverage landscape area	50%	50%	45%	35%	15%
Minimum lot frontage ¹					
Single-Family	50'	50'	50'	50'	50'
Duplex (per unit)			25'	25'	25'
Townhouse (per unit)				25'	25'
Multi-Family				100'	100'
Zero-Lot Line	50'	50'	50'	50'	50'
Minimum setback front²	15'	15'	15'	15'	15'
Minimum setback side Provided that one additional foot of setback shall be required for each two and one-half feet (a 1:2.5 ratio) of building height over 22.5 feet	10'	5'	5'	5'	5'
Minimum setback rear lot line: principal building Provided that one additional foot of setback shall be required for each two and one-half feet (a 1:2.5 ratio) of building height over 22.5 feet	10'	5'	5'	5'	5'
Minimum setback rear lot line: accessory building	10'	5'	5'	5'	5'
Maximum building height	35'	35'	35'	35'	35'
Maximum building height for detached accessory structure	30'	30'	30'	30'	30'
Minimum building width	24'	24'	20'	20'	20'
Minimum floor area Principal Dwelling (sq. ft.)	480	480	480	300 efficiency 480 multi-family	300 efficiency 480 multi-family
Floor Area Thresholds Accessory Dwelling (sq.ft.)				720	
Minimum storage area (sq.ft.)			32	32	32
Snow storage (% of parking and access coverage)	15%	15%	15%	15%	15%

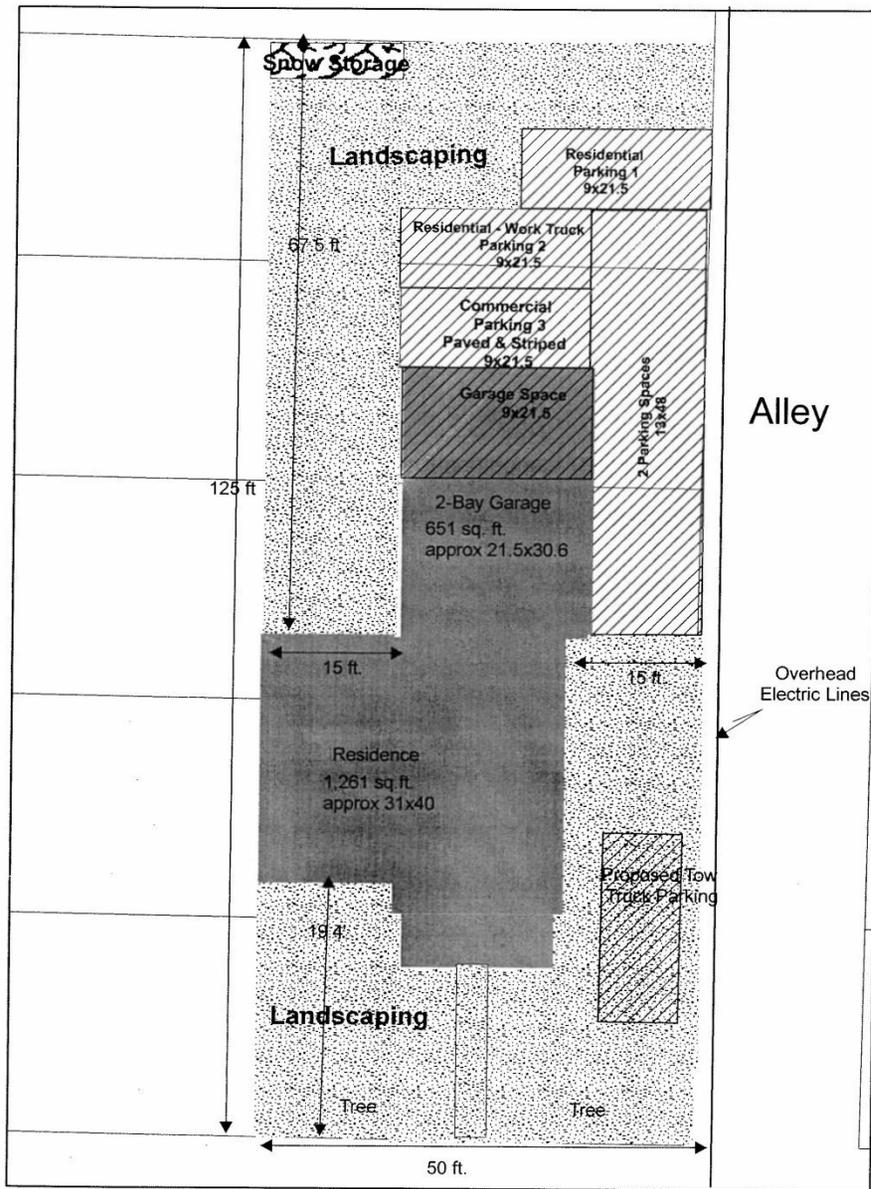
¹ Density calculations for residential development may be subject to Slope Protection Standards (§5.2) and Section 13.

² Covered porches and the landings and steps of a covered porch may encroach into the front yard pursuant to §1.7.L.3.d

TABLE 2-5 NONRESIDENTIAL ZONE DISTRICT DIMENSIONAL STANDARDS

STANDARD	B-1	C	CBD	I
DENSITY				
Max. density (units/acre)	7	14	NA	7
LOT				
Minimum lot size (sq. ft.)	6,250	8,000	--	6,250
Minimum lot frontage (ft.)	50	50	--	50
Maximum lot coverage: (%) structures	40	50	100	60
Maximum lot coverage: (%) Parking Access	15	40	N/A	30
Minimum landscape area (%)	45	10	--	10
BUILDING				
Maximum building height (ft.)	35	35	35	35
Minimum building width (ft.)	24	--	--	--
Minimum floor area: Multi-family (sq. ft.)	480	300 efficiency 480 multi-family	--	--
Minimum floor area: Second story residence (sq. ft.)	300	300	300	300 min 700 max
Minimum storage area (sq. ft.) ¹	32	32	32	--
BUILDING SETBACKS				
Minimum from side lot line (ft.)	5	5 ²	no. req.	5 ¹
Minimum from rear lot line (ft.) principal building	5	5 ²	no req.	5 ²
Minimum from rear lot line (ft.) accessory building	5	5 ²	N/A	N/A
Minimum from front lot line (ft.)	15 ³	15 ²	no req.	0 ²
Other Standards				
Snow Storage Area (% of parking and access coverage)	15	15	N/A	15
¹ Storage is required for multi-family dwellings) (§3.3D) ² Uses adjacent to residential zone districts shall comply with Zone District Buffer Standards (§4.6 F. 3). ³ Parking not allowed within front setback area in B-1 Zone District				

SAMPLE SITE PLAN



Tomichi Avenue

APPLICANT NAME: _____
 SITE ADDRESS: _____
 11 X 17 SITE PLAN

Total Parcel Size: 6,250 square feet:

Dimensional Standards:

Dimension	Required	Actual
Structures:	50%	30% 1,912 sq. ft.
Landscaping:	10%	42% - 2,577 sq. ft.
Parking/Access	40%	28% - 1,761 sq. ft. (see below)

Landscaping Requirements:

This site is located in the Entrance Overlay zone which requires two trees within five feet of the sidewalk.

Parking Requirements:

- Residence 2 parking spaces
- Bays 2 parking spaces per 2 bays
- Tow Trucks 3 spaces on rear of lot
- Seven spaces required by Code
- Two spaces will be located in driveway access

Total Parking/Access Dimensions:

Parking 1	9 x 21.5	193.50
Parking 2	9 x 21.5	193.50
Parking 3	9 x 21.5	193.50
Parking 4 & 5	13 x 48	624.00
Parking 6	in bay	does not count toward uncovered parking
Total Uncovered Parking/Access:		1204.5 sq. ft./19%

Notes:

Snow Storage: (approximately 15' x 4') will be on the northwest side of the lot in the landscaped area. Landscaping is predominantly live cover except 220 sq. ft. of sidewalks.

1 inch equals 15 feet



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§12.11 VACATION OF RECORDED PLAT, RIGHT-OF-WAY OR EASEMENT

An applicant requesting to vacate a recorded subdivision plat, public right-of-way or a dedicated easement shall follow the stages of the City of Gunnison land development process outlined below.

- A. Preapplication Conference.** Attendance at a preapplication conference with the Community Development Director is optional, but recommended, for an applicant intending to submit an application to vacate a recorded subdivision plat, public right-of-way or a dedicated easement.
- B. Submit Application.** The applicant shall submit a complete development application to the Community Development Director which contains those materials listed in §6.5 C, Minimum Application Contents.
- C. Staff Review.** The Community Development Director shall review the application to determine whether it is complete, as specified in §6.6 A, Completeness Review. The Community Development Director shall forward a report to the Commission which summarizes the application's compliance with the review standards contained in this Section and other applicable provisions of this *LDC*. The technical comments and professional recommendations of other agencies, organizations and consultants may be solicited in drafting the report.
- D. Public Notice.** Public notice that the Planning and Zoning Commission will conduct a hearing to consider an application to vacate a recorded subdivision plat, public right-of-way or a dedicated easement shall be provided as specified in §6.7, Stage 4: Provision of Public Notice.
- E. Action by Commission.** The Commission shall hold a public hearing to review the conformance of the development application with all applicable provisions of this *LDC*, including the review standards listed herein below.
 - 1. Access to a Public Road.** No roadway shall be vacated so as to leave any adjoining land without a means of access to another public road. Furthermore, there shall be an express reason for and a derived benefit to the City for a vacated roadway request.
 - 2. Easements.** In granting a vacation, the City may reserve easements for the installation or maintenance of utilities, ditches and similar improvements.
 - 3. Master Plan.** A subdivision plat, public right-of-way or dedicated easement may be vacated if the vacation would be consistent with or implement the applicable intent statements, specific directions and recommended actions of the *Master Plan*.
 - 4. Transfers or Sales of Lots.** A subdivision plat may be vacated if none of its lots has been sold or transferred; or if there have been sales or transfers there has been no development on any lots in the subdivision and all of the owners agree to the vacation of the plat.

The Commission shall make a recommendation that the City Council approve, approve with conditions, or deny the application, or shall remand it to the applicant with instructions for modification or additional information or action.

- F. Action by Council.** The City Council shall consider the recommendations of the Commission at a public meeting. The Council shall approve, approve with conditions, or deny the proposed

vacation or shall remand it to the applicant with instructions for modification or additional information or action.

- G. Actions Following Approval.** Whenever the City shall approve an application vacating a public right-of-way, the City shall provide abutting land owners with a quit claim deed for the vacated lands. Each abutting land owner shall be deeded that portion of the vacated right-of-way to which the owner's land is nearest in proximity.