



MANITOU SPRINGS CITY PLANNING COMMISSION REGULAR MEETING AGENDA

All upcoming CPC meetings are scheduled to be hybrid,
Zoom (remote) or in-person at Memorial Hall.

In Person: Memorial Hall

606 Manitou Avenue

Manitou Springs, CO 80829

Remote: A link is provided on the City's Official Website at

<https://www.manitouspringsco.gov/544/All-Boards-and-Commissions>

March 11, 2026

5:30 PM

A. CALL TO ORDER

B. APPROVAL OF MINUTES

1. CPC Minutes 02-11-2026

C. UNFINISHED BUSINESS

D. PUBLIC COMMENT ON NON-AGENDA ITEMS

E. NEW BUSINESS

1. MJT 2601 - Major Temporary Use Permit to allow E-Bike Rentals at 306 Manitou Avenue
2. VAR 2601 and VAR 2602 - 210 Iron Road

F. OTHER BUSINESS

1. LUDC Updates — Density and Height

G. NOTICE OF COUNCIL ACTION AND UPDATES

H. ADJOURNMENT

Commissioners:

Alan Delwiche, Chair (12/31/2026)
Justin Wilson, Vice Chair (12/31/2029)
Megan Day (12/31/2027)
Frank DeLay (12/31/2029)
Stephen Graybill (12/31/2026)
Keith Harper (12/31/2029)
Roy Rosenthal (12/31/2028)

City Council Liaison: Julie Wolfe

Staff:

Fred Rollenhagen, Planning Director
Chelsea Royston, Senior Planner
Erin Ringsred, Planner and Landscape Architect II
Zachary Davison, Planner II

3 alternate positions available

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You may also contact the City Clerk's Office at cityclerk@manitouspringsco.gov or (719) 685-2554. Please provide a minimum of 3-5 days advance notice.

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**CITY OF MANITOU SPRINGS
CITY PLANNING COMMISSION**

Regular Meeting Minutes
Hybrid Meeting via Zoom and at Memorial Hall
February 11, 2026

A. CALL TO ORDER

A Regular Meeting of the Manitou Springs City Planning Commission (CPC) was held at Manitou Springs Memorial Hall, 606 Manitou Avenue. Chair Delwiche called the meeting to order at 5:30 PM and declared a quorum present.

COMMISSIONERS PRESENT FOR ROLL CALL:

Chair Alan Delwiche
Vice Chair Justin Wilson
Commissioner Roy Rosenthal
Commissioner Steven Graybill
Commissioner Frank DeLay
Commissioner Megan Day

COMMISSIONERS ABSENT FOR ROLL CALL:

Commissioner Keith Harper (Excused)

STAFF PRESENT:

Planning Director Frederick Rollenhagen
Senior Planner Chelsea Royston

GUESTS PRESENT:

CPC Attorney Kunal Parikh
From the Housing Advisory Board (HAB):
HAB Chair Alison Gerbig
HAB Board Member Amy Mogck
From the Urban Renewal Authority (URA) Board:
URA Executive Director Electra Johnson
URA Chair Farley McDonough

B. APPROVAL OF MINUTES

1. CPC Minutes January 14, 2026

Vice Chair Wilson moved to approve the minutes. Commissioner Rosenthal seconded the motion. The motion carried unanimously (6-0).

C. PUBLIC COMMENT ON NON-AGENDA ITEMS

There was no public comment.

D. UNFINISHED BUSINESS

No unfinished business was discussed.

E. NEW BUSINESS

1. STR 2601 – Short Term Rental at 219 Crystal Hills Blvd

Planner Royston provided a presentation regarding STR 2601. The structure and interior of the property were reviewed. The request was explained to be for renting the whole home or just the bottom level, depending on if the owners are home at the time.

Chair Delwiche commented about a previous rule in which a property required an offsite manager within a certain distance. Planner Royston explained that a local property manager is still required but local is not defined.

Applicant Lisa Yens, 219 Crystal Hills Boulevard, explained that their intention with the rental is to have someone occupy their property when they travel for two months of the year. The whole home is planned to be rented in January and February, and the bottom floor would be rented for the rest of the year.

Commissioner Graybill asked if the applicant had spoken to their neighbors about the rental possibility. Applicant Yens confirmed that they did.

Chair Delwiche inquired about who would manage the property during their two month absence. Applicant Yens replied that their daughter would manage the property, or they would hire a property manager.

Vice Chair Wilson motioned to approve STR 2601 based on the findings that the request meets the review criteria for granting a Short Term Rental Permit, as set forth in City Code Section 18.06.4.5, with no conditions. Commissioner Delay seconded the motion. The motion carried unanimously (6-0).

2. MNR 2601 – Minor Development Plan at 607 Ruxton

Planner Royston provided a presentation regarding MNR 2601. The plan was explained to be a mixed-use addition to an existing structure. It would add a garage, workshop and living space. Allowing a mixed use addition to the residence was shown to bring the use into conformance with the zone district, which is commercial. Approval criteria for an MNR was explained, and the property was shown to be in compliance with the requirements. Alternative Compliance rules for complying with development standards were explained and justifications for alternate compliance were shown.

Commissioner Day asked if there were any intersecting requirements from the Historic Preservation Commission (HPC). Planner Royston explained that the property was opted out of the Historic Preservation District when it was originally formed, so the District does not have purview.

Applicants, Michael Soulek, 607 Ruxton Avenue, and Electra Johnson, 327 Oak Place, shared that they had originally attempted to do a waiver of replat, but could not because they did not have enough records. It was explained that the plan is to make the property more livable for Applicant Soulek and his family, and that the impact to the subdivision is expected to be minor.

At 6:03 PM the floor was opened for Public Comment, Rick Johnson, 616 Ruxton Avenue, asked how the development would impact his view from his land. Applicant Johnson explained that the grade change in the land would make it so the addition would not impact any view for nearby properties.

Chair Delwiche motioned to approve MNR 2601 based upon the findings that the request meets the review criteria for granting an MNR as set forth in City Code Section 18.06.4.12. Commissioner Graybill seconded the motion. The motion carried unanimously (6-0).

F. OTHER BUSINESS

1. Joint Work Session with Housing Advisory Board and Urban Renewal Authority

Director Rollenhagen gave a presentation regarding the Land Use and Development Code (LUDC) revisions that were to be covered. Maximum zoning densities were explained in each zoning district. The Colorado Model Land Development Code was explained and compared. Density and dimension maximums of similar municipalities were reviewed.

HAB Chair Gerbig asked about a variance that was requested by the La Fun Motel Site. Director Rollenhagen explained that the site did not request increased density in the variance. It was explained that in a variance, properties can request a 25% increase in zoning density. Planner Royston spoke about the fact that they did request a variance to increase density to increase to 35 dwelling units per acre. The La Fun Site was explained to not meet the standards for the density increase by 25% because they did

not meet federal standards for affordability. URA Executive Director Johnson added that in a new application to the Colorado Housing and Finance Authority (CHFA) they were attempting to increase the zoning density for the La Fun to 50 dwelling units.

HAB Member Mogck asked if the Area Median Income (AMI) in the code revisions could be targeted to a specific vulnerable population. URA Executive Director Johnson explained that some jurisdictions use deed restrictions for specific groups. Planner Royston noted that enforcement can be challenging without dedicated housing authority capacity. The AMI targeting concept was confirmed to not be currently specified within the LUDC density bonus section.

URA Executive Director Johnson shared that the URA would like to recommend a density increase to 30 Dwelling Units per Acre (DUA) for relevant districts, and to rezone the URA area to Mixed-Use Commercial. It was suggested that rezoning be initiated by the City and structured to avoid undue procedural or financial burden on property owners. Recommended building height changes were provided including 39 feet for the South side and 35 feet for North side.

HAB Member Mogck said that she believed the URA recommendations are reasonable.

Planner Royston shared that current height limitations are 30 feet but require additional setbacks for additional height.

Commissioner Day commented that density caps are restricting housing development, and that the schools are atrophying in enrollment, citing a lack of affordable housing as the reason. She stated that the development of the La Fun Site would have supported the community and that higher density caps should be implemented.

Vice Chair Wilson stated that the density numbers seem arbitrary and that dimensional standards were what really mattered.

Commissioner Rosenthal supported the URA density recommendation.

Commissioner Day noted that zoning codes are rarely updated. She added that no one has been able to take advantage of the 25% bonus for lot density and that the density should be increased solely.

URA Executive Director Johnson said high construction costs are a reason for a lack of use of the density bonus.

Planner Royston stated that ensuring the density bonus provision is consolidated into an easily found section of the code as part of the administrative adjustments update is a goal.

The idea of unlimited density was discussed and how height limitations would restrict the density by itself.

The Commission indicated general support for moving forward with increased density and height flexibility, including a maximum residential density increase to 30 Dwelling units per acre in Commercial and Mixed-Use Commercial Zones, maintaining the 25%

density bonus opportunity, supporting the URA height recommendations and including the Commercial District in any density change discussion.

G. NOTICE OF COUNCIL ACTION AND UPDATES

Director Rollenhagen shared that City Council had changed the code and added a section in which City Council can approve what it refers to as existing inadvertent encroachments to allow for old structures to remain indefinitely in certain spots with an encroachment agreement or easement.

H. ADJOURNMENT

With no further business to discuss, Chair Delwiche adjourned the meeting at 6:50 PM.

If you need this document in an alternative format, such as large print, accessible PDF, or Braille, please contact the City Clerk's Office at cityclerk@manitouspringsco.gov or (719) 685-2554.



Title: MJT 2601 - Major Temporary Use Permit to allow E-Bike Rentals at 306 Manitou Avenue
From: Chelsea Royston
To: City Planning Commission
Address of Proposal: 306 Manitou Avenue
Applicant: Pete Averson, Ride Colorado LLC

March 11, 2026

Proposal:

The applicant is requesting a Major Temporary Use Permit to allow the continued operation of the E-Bikes Tours and Rentals business from the accessory structure at 302-306 Manitou Avenue.

Zone District:

Commercial (C)

Background & Existing Conditions:

This use was established at this location via MJT 2304 in June 2023 following the adoption of the Land Use and Development Code, and permits the rental and storage of Electric Bicycles (E-Bikes) from a 240 square foot accessory structure. The prior tenant offered similar services and proposed development of a permanent commercial structure on the site, the application for which was withdrawn. The current applicant does not intend to expand the use or the structure.

Application Detail:

The proposed hours of operation are 8:00am - 7:00pm every day, which is an increase from the schedules permitted by prior permits. The applicant also proposes to use a pop-up tent/canopy to display the bikes under throughout the day. The applicant also indicated that customers would be directed to the public restrooms at Schryver Park as there is no running water to the accessory structure.

Staff determined that a Major Development Plan would be required as this would qualify as a “change of a nonresidential use to another nonresidential use with the potential for significant off-site impacts.” The Colorado Department of Transportation (CDOT) has previously indicated that improvements to this site would require one of the site’s access points along Manitou Avenue, which is in CDOT right-of-way, to be closed off resulting in a change to site circulation at a busy intersection. Staff also clarified with the applicant that these plans, studies, and the resulting improvements would be applicable to the entire parcel, which includes the two other businesses (Jack’s Liquor and Subway). Staff is not supportive of this use becoming permanent without completing the Major Development Plan process and associated improvements.



Public Involvement:

The application was publicly noticed in the newspaper and on site. Owners of properties within three-hundred feet of the property boundaries were notified via postcard. No public comments have been received as of the publication of this report.

Findings & Review Criteria:

§18.06.4.8.H of the Land Use and Development Code lists the following approval criteria:

1. The use will not be detrimental to the public health, safety, and general welfare, and is compatible with the purpose and intent of this LUDC and the zone district in which it will be located;

The proposed use will generally not be detrimental to the public’s health and general welfare.

The proposed use is compatible with the purpose and intent of the LUDC. The Commercial Zone District is an appropriate location for this use as it is a tourism-related business.

2. If located outside of the Downtown zone district, adequate off-street parking meeting the standards in Section 18.03.8 is provided to serve the use.

The applicant states that the business has approximately five on-site parking spaces designated for use by this business, including staff and customers.

Staff Recommendation:

Staff recommends the approval of the Major Temporary Use Permit with the following conditions:

1. The Major Temporary Use Permit will expire one year from the date of approval.

Motion Language Options:

Approve the Major Temporary Use Permit at 306 Manitou Avenue, based upon the findings that the request meets the review criteria for granting a Major Temporary Use Permit, as set forth in City Code Section 18.06.4.8, with staff’s conditions as outlined.

Approve the Major Temporary Use Permit at 306 Manitou Avenue, based upon the findings that the request meets the review criteria for granting a Major Temporary Use Permit, as set forth in City Code Section 18.06.4.8, with an alteration to staff’s conditions as follows...

Deny the Major Temporary Use Permit at 306 Manitou Avenue, based upon the findings that the request meets the review criteria for granting a Major Temporary Use Permit, as set forth in City Code Section 18.06.4.8.



Postpone the Major Temporary Use Permit at 306 Manitou Avenue to April 8, 2026 for further consideration.

March 9, 2026

Manitou Springs

Chelsea Royston

Request for a Temporary Use Permit - Major

302-306 Manitou Ave, Manitou Springs

Pete Averson dba Ride Colorado LLC respectfully requests a Major Temporary Use Permit to allow the temporary use of the 240 square foot accessory structure located in the parking lot to the West of the two principal retail structures at 302 Manitou Ave to continue to store and operate our guided ebike tour business.

Ride Colorado LLC is owned and operated by single member Pete Averson with a home office at 1326 Carnation Circle Longmont CO 80503.

We provide 2 hour guided ebike tours of Manitou Springs and the Garden of the Gods.

Please check out our website: RideColorado.com to view our operations. Be sure to read our reviews; we often receive "Highlight of our trip to Manitou Springs" and "Best way to explore Manitou Springs".

We had been renting the use of this "shed" through the existing Major Temporary Use Permit associated with Greg Cobble. That permit expires later this summer.

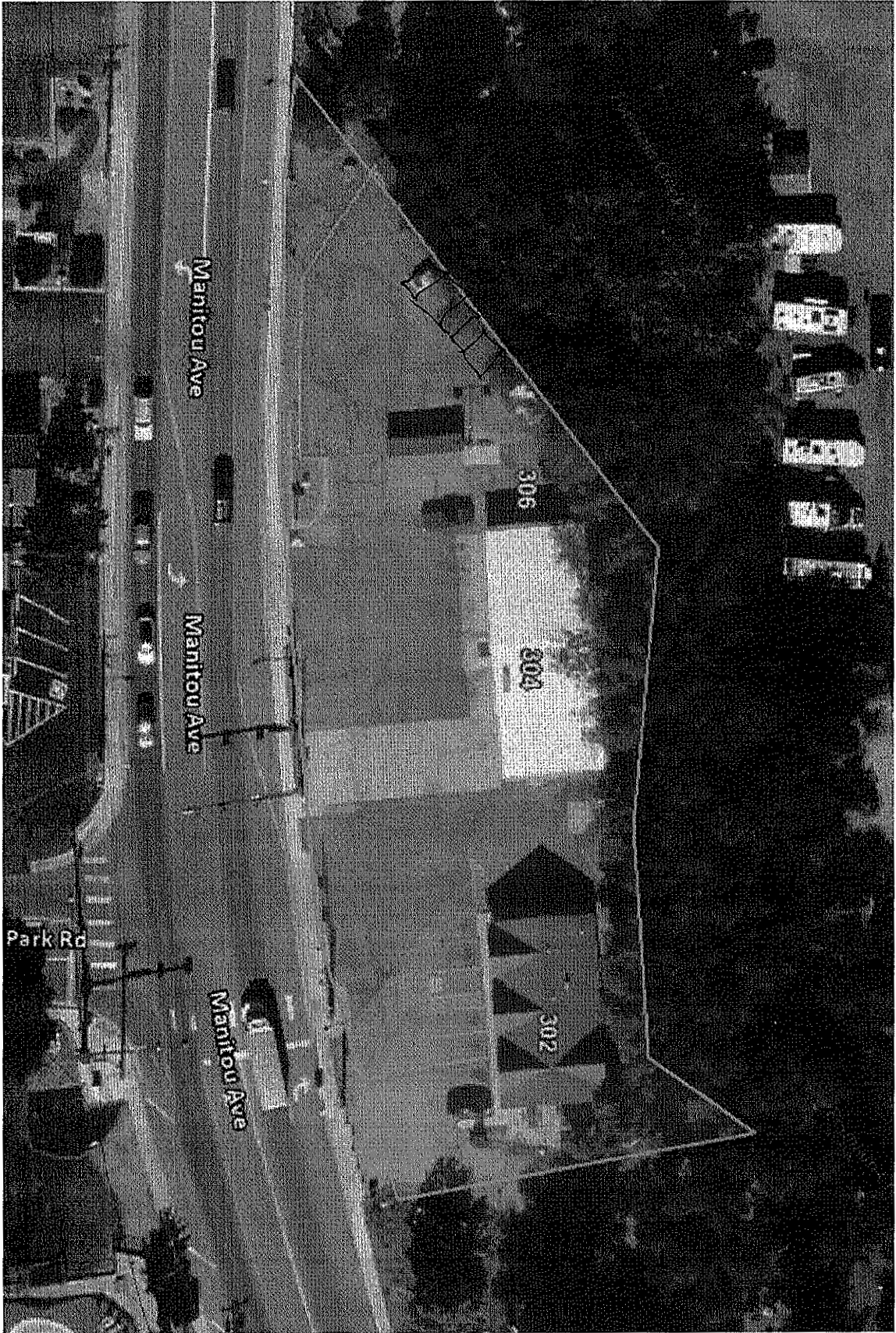
We hope to be able to continue basing our Manitou Springs operations here.

Additionally, our proposed hours of operation are between 8 am until 7 pm daily. We would continue to direct our customers to use the public restrooms at Schryver Park as there is no running water to our accessory structure.

We have and will continue to maintain the sightliness of the property. Your Code Enforcement Officer and I have worked well together in the past.

Sincerely,

Pete Averson.





Title: VAR 2601 and VAR 2602 - 210 Iron Road
From: Zach Davison - Planner
To: City Planning Commission
Address of Proposal: 210 Iron Road
Applicant: Karl Honsalek

March 11, 2026

Proposal:

Karl Honsalek, on behalf of property owner Bob McAtee, requests a front and side setback variance to allow for two specific structural improvements at 210 Iron Road:

1. The reconstruction of a 9'6" x 27' addition situated on the garage roof (deck). The proposed work is intended to replace an existing, unpermitted, and degraded enclosure within the current footprint.
 - a. VAR 2601 front setback — the proposed permanent addition would be six feet from the front property line at its narrowest point on the southwest corner.
 - b. A side setback is not needed for this proposed improvement as it is located outside the side setbacks.
2. The installation of a permanent awning over the street-facing portion of the existing legal nonconforming garage to mitigate water intrusion.
 - a. VAR 2601 front setback variance to two feet (2') — the proposed awning will be two feet (2') at the narrowest point from the front property line.
 - b. VAR 2601 side setback variance to three and a half feet (3.5') — the proposed awning will be three and a half feet (3.5') from the western side setback at the narrowest point.

Zone District:

General Residential

Background & Existing Conditions:

The subject property at 210 Iron Road features a primary residence constructed in 1919, situated on the elevated portion of the lot, with a detached street-level garage sited at the base of the slope. Due to the site's topography, the primary residence's footprint maintains a 50% vertical overlap with the garage structure below, creating a tiered building configuration. The garage is classified as a legal nonconforming structure in regard to its front setbacks, residing six feet (6') from the front property line on its southwestern corner and eleven and a half feet (11.5) on its



southeastern corner where 15 are required per table 18.02.2.1-1 of the LUDC.

The roof of the garage serves as an outdoor deck, providing the primary ingress and egress for the residence. An unpermitted enclosure was previously constructed over this deck area to protect the structure from water intrusion and provide a functional entry. This existing enclosure measures nine feet six inches in width and twenty-seven feet in length (9'6" x 27').

The property is located within the Minnehaha-Pilot Knob historic subdistrict. While the primary residence is considered a non-contributing structure due to prior alterations, the site's development pattern strongly reflects the subdistrict's defining characteristics. The Historic Design Guidelines specify that in this area, building siting is often irregular because structures are "fit to the varied topography" and may be "set immediately against the roadbed." Notably, the Guidelines emphasize that a critical consideration for this area is to respect the natural topography and fit new construction into the existing landscape, rather than utilizing modern methods and equipment to alter it. The subject property is consistent with the established development patterns observed at neighboring properties, such as 214, 218, 223, and 227 Iron Road.

The requested variance 2601 is required to replace the existing degraded unpermitted enclosure with a legally permitted structure. The existing structure has suffered significant deterioration due to long-term weather exposure. As outlined in the applicant's narrative, the residence is occupied by individuals with mobility impairments for whom the garage-top deck serves as the primary ingress and egress. The current state of the unpermitted enclosure and deck surface is a significant concern for the property owner, who states that the degradation presents safety risks and limits functional access to the home. The proposed replacement is intended to provide a safe, level, and weather-protected entry, allowing the occupants to navigate the property's challenging topography without the hazards currently presented by the failing structure.

A unique physical constraint exists at the garage frontage due to the relationship between the property and the public right-of-way. Historical roadway maintenance and successive resurfacing of Iron Road have resulted in a depression between the front garage façade and the property line. Because the garage is sited below the established street grade, it serves as a natural collection point for surface water. To mitigate the impact of this grade differential, the City recently installed asphalt curbing along the property's frontage to divert drainage away from this subgrade area. Despite these efforts, the vulnerability to stormwater runoff and seasonal snowmelt has caused documented damage to the foundation and structural components over the property owners' 36 years of occupancy. To address these ongoing issues, the applicant proposes a comprehensive mitigation strategy. A Property Improvement Permit (PIP) to pave this depression with asphalt has already been approved and paid for through the Planning Department; however, installation is pending the results of this variance application.

In conjunction with the paving, the applicant seeks to construct a permanent awning along the front garage façade to further protect the structure's primary opening and foundation. This



addition necessitates VAR 2603-Front Setback and VAR 2603-Side Setback. Project plans indicate the awning would be sited two feet (2') from the front property line and three and a half feet (3.5') from the eastern side property line. These improvements are intended to work in tandem with the approved paving permit to create a functional water-diversion system, stabilizing the legal nonconforming structure and preventing further structural degradation.

The base garage structure is a legally established nonconformity, any vertical extension, expansion, or alteration requires a variance. The proposed addition is situated entirely within the footprint of the garage and requires relief from the front setback standard to legalize its reconstruction. Simultaneously, the proposed awning extends across the front and western side of the garage to provide comprehensive weather protection requiring relief from the front and side setback requirements. By seeking a front and side setback variance for the awning, the applicant addresses the encroachment of both new elements (the awning and the enclosure).

Application Detail:

VAR 2601—Front Setback Variance to two feet (2')

The General Residential (GR) Zone District requires a front setback of ten feet (10') feet from the front façade and fifteen (15') feet from the garage. The applicant is requesting a variance to allow the proposed addition to maintain the existing 6-foot setback to allow the awning to be sited two feet (2') from the property line. The existing legal nonconforming garage sits approximately six feet (6') from the front property line at the western corner and eleven and a half feet (11.5') from the eastern corner. The proposed permanent addition would be situated entirely atop the existing garage footprint with no further encroachment into the front setback of six feet (6') at the narrowest point. The proposed awning extends further toward the street to provide weather protection for the garage opening necessitating the two feet (2') front setback request.

VAR 2602—Side Setback Variance to three and a half feet (3.5')

The existing garage maintains a side setback of approximately twelve and a half feet (12.5') on the western side. While the rooftop enclosure remains within the existing footprint and does not require side setback relief, the proposed awning extends toward the western property line. The General Residential (GR) Zone District requires a side setback of 7.5 feet (7.5'). The Applicant is requesting a side setback variance to allow the awning to be sited three and a half feet (3.5') from the eastern side property line.

Public Involvement:

The application was noticed via postcards to properties within 300 feet of the property boundaries, in the newspaper and via a poster posted on site. No comments have been received as of the publication of this report.



Findings & Review Criteria:

18.06.4.2 –Variance—VAR 2601 (Front Setback) and VAR 2602 (Side Setback)

E. Approval Criteria. No variance shall be authorized unless the Planning Commission finds that all the following criteria have been met. The endorsement of the variance by adjacent landowners does not relieve the applicant of the burden of meeting the requirements set forth in this section:

1. Not result in development of areas at risk of natural hazards, unless adequate mitigation is provided to the satisfaction of the Planning Director pursuant to the standards in Chapter 18.03; and
 - a. No new development is proposed within any area designated as having a risk of natural hazard.
2. No adverse impact will result on adjacent properties;
 - a. The variance will not have adverse effects on adjacent properties of which staff are aware.

F. Additionally, variance requests must meet a minimum of four (4) of the following criteria:

1. The applicant would suffer unnecessary hardship as a result of the application the LUDC, which hardship is not generally applicable to other lands or structures in the same zone district because of the unusual configuration of the applicant's property boundaries, unique circumstances related to the location of existing structures thereon, or the existence of exceptional topographic conditions thereon;
 - a. The subject property is characterized by exceptional topographic conditions and unique circumstances related to the location of existing structures. The primary residence and garage utilize a tiered "fit to topography" footprint that is specifically identified in the Historic Design Guidelines as a defining and "critical" characteristic of the Minnehaha-Pilot Knob subdistrict. As a result, this neighborhoods' historical development pattern placed structures "immediately against the roadbed" to preserve the natural hillside. The applicant states that strict application of modern setback requirements would prevent the owner from addressing these site-specific issues, creating hardship inherent to the property's historic configuration.
2. There are no design alternatives or alternative locations for structures that would eliminate the need for the requested variance or would reduce the amount of the variance required. The variance is the minimum variance that will make possible the reasonable use of the land or structure;



- a. The applicant is utilizing the existing footprint of a legal nonconforming structure. Because the garage structure serves as a portion of the primary residence's foundation, the footprint is fixed; the structure cannot be moved back to meet modern setback requirements without compromising the structural integrity of the entire home. The applicant contends that the vertical reconstruction of the enclosure on the existing roof and the addition of a protective awning represents the minimum relief necessary to achieve structural preservation and safe access.
3. The enforcement of the provisions of the LUDC deprives the applicant of rights enjoyed by a majority of the other properties in the same zone district;
 - a. The General Residential Zone District is characterized by a high degree of environmental and structural diversity. It encompasses a vast range of property types, from level terrains to homes integrated into extreme slopes. The diversity introduces a level of subjectivity when defining the "rights enjoyed by a majority." Because of the unique "fit-to-topography" siting of 210 Iron Road, where the garage is a structural component of the homes foundation and sits subgrade, the property is physically incapable of meeting the dimensional standards that are easily achieved elsewhere in the same zone district. Strict enforcement of these standards would penalize this specific property for a historic siting pattern that is not present in the more modern or level portion of the General Residential Zone District.
 4. The need for the variance is not the result of from actions of previous property owners or is a an otherwise self-imposed hardship;
 - a. The tiered configuration and street-level siting were established at the time of construction in 1919 and approximately 1950. The resulting hardship, including the subgrade garage and the necessity for a vertical extension to create a protected entryway, is a result of the property's original design and the historical development of the subdistrict. As the owners have occupied the home for 36 years, the need for the variance stems from the natural aging of the structure and external environmental factors rather than recent, self-imposed changes to the lot.
 5. There is a disability affecting the owners or tenants of the property or any member of the family of an owner or tenant who resides on the property, which impairs the ability of the disabled person to utilize or access the property;
 - a. The applicant's narrative confirms the residence is occupied by four senior adults with mobility impairments. Because the garage-top deck serves as the primary and most direct and level path of travel into the home, its current degraded state presents a specific barrier to access. The variance would allow for



a legally permitted, weather-protected enclosure that directly accommodates the occupants' need for safe, stable ingress and egress.

6. The variance request is required in order to preserve a contributing structure in a historic sub district.

a. While the property is located in the Minnehaha-Pilot Knob Historic Subdistrict, it is currently classified as a non-contributing structure. Therefore, while the project preserves a historic *siting pattern*, it does not technically meet the criteria for preserving a *contributing structure*.

Staff Recommendation:

Should the City Planning Commission find it appropriate to approve the two variances, staff do not recommend any conditions.

Motion Language Options:

VAR 2601 – Variance (front setback)

Approve the Variance at 210 Iron Road, based upon the findings that the request meets the review criteria for granting a variance as set forth in City Code Section 18.06.4.2.

Approve the Variance at 210 Iron Road, based upon the findings that the request meets the review criteria for granting a variance as set forth in City Code Section 18.06.4.2., with conditions as follows...

Deny the Variance at 210 Iron Road, based upon the findings that the request does not meet the review criteria for granting a Variance, as set forth in City Code Section 18.06.4.2.

Postpone the Variance at 210 Iron Road, to April 8, 2026, for further consideration.

VAR 2602– Variance (side setback)

Approve the Variance at 210 Iron Road, based upon the findings that the request meets the review criteria for granting a variance as set forth in City Code Section 18.06.4.2.

Approve the Variance at 210 Iron Road, based upon the findings that the request meets the review criteria for granting a variance as set forth in City Code Section 18.06.4.2., with conditions as follows...

Deny the Variance at 210 Iron Road, based upon the findings that the request does not meet the review criteria for granting a Variance, as set forth in City Code Section 18.06.4.2.



Postpone the Variance at 210 Iron Road, to April 8, 2026, for further consideration.

Manitou Variance Questionnaire – Formal Statement of Hardship and Justification

1. Long-Term Flooding and Resulting Hardship

For the past thirty-six (36) years of occupancy at this residence, we have experienced persistent and recurring flooding of our garage. The garage floor is constructed below the existing street grade, which has made it particularly vulnerable to water intrusion during periods of heavy rainfall and seasonal snowmelt. Despite repeated efforts to manage this condition, water continues to enter the garage, resulting in significant and ongoing hardship.

This flooding has caused the destruction of personal property stored within the garage, much of which was irreplaceable or intended for long-term future use. In addition to the loss of personal belongings, repeated water intrusion has contributed to observable deterioration of the garage foundation and structural components, raising concerns about the long-term integrity of the structure.

Many years ago, representatives of the City of Manitou indicated that a plan would be developed to redirect stormwater flow down the street and away from our property, toward the established drainage system located west of our home. Unfortunately, this plan was never implemented. As part of the current mitigation effort, we are requesting that the City finally construct a curb or berm along the roadway to prevent stormwater from flowing directly from the street into our garage.

2. Necessity of the Patio Cover for Water Mitigation

The proposed patio cover located in front of the garage represents the minimum size and scope necessary to meaningfully reduce the volume of rain and snow that falls onto the sloped ground immediately adjacent to the garage. Without this cover, precipitation continues to collect and flow downward toward the garage entrance, exacerbating the flooding problem.

The patio cover is therefore not a matter of convenience, but a necessary component of a comprehensive strategy to mitigate water ingress and protect the garage and foundation from further damage.

3. Patio Enclosure as Replacement and Neighborhood Compatibility

The proposed patio enclosure is intended to replace an existing deck that is currently located on the property. Rather than introducing a new or out-of-character structure, this project involves the removal of an existing feature and its replacement with an enclosed space that serves a similar footprint and purpose.

The patio enclosure will provide additional usable space while remaining consistent with the architectural character of the neighborhood. Numerous properties along our street already include covered porches or similar structures that are actively used by residents. The proposed enclosure is essentially an enclosed porch and aligns with the established pattern of development and amenities within the immediate vicinity.

4. Absence of Self-Imposed Hardship

The need for this variance is not the result of actions taken by the current or any previous owners

of the property. The hardship is not self-imposed. Rather, it is largely attributable to more than 110 years of municipal street maintenance and repeated paving projects that have gradually increased the elevation of the roadway.

As a result of these cumulative actions, the grade of the street has risen significantly relative to the garage floor, increasing the likelihood and severity of stormwater flowing from the street onto our property. This condition was not created by the homeowner and is beyond our ability to correct without City involvement and approval.

5. Accessibility and Health Considerations for Senior Occupants

The home is currently occupied by four (4) senior adults, all of whom experience varying degrees of mobility impairment. Access to outdoor space is limited by stairs and uneven terrain, which can present safety risks.

The addition of the patio enclosure would provide all occupants with safe, convenient access to a bright and airy environment that allows exposure to fresh air and sunlight without the need to navigate stairs or uneven outdoor surfaces. This improvement directly supports the health, safety, and quality of life of the residents.

6. Preservation of the Existing Structure

The prolonged history of flooding has already had a detrimental effect on the garage structure and surrounding foundation. Continued exposure to water threatens further degradation and could ultimately result in substantial structural failure if left unaddressed.

Approval of the requested variance will allow us to implement necessary protective measures to preserve the garage and prevent additional damage. The intent of this request is not expansion for profit or aesthetic excess, but the preservation of an existing structure and the mitigation of a long-standing and well-documented problem.

Comfort Restorations LLC

1029 Ford St

Colorado Springs, CO 80915

719-439-0611

Restoring Comfort to Your Home and Business



To the City of Manitou Springs,

Comfort Restorations respectfully submits this statement in support of a request for a variance and/or easement, as required, for the construction of a patio cover and patio enclosure at the residence located at 210 Iron Road, Manitou Springs, Colorado 80829. Comfort Restorations has been selected as the general contractor for this project and will be overseeing all aspects of design and construction.

The subject property is located within the Historic District of the City of Manitou Springs. We fully understand and acknowledge that construction within the Historic District requires strict adherence to established guidelines intended to preserve the architectural integrity, historical character, and cultural significance of the surrounding area. These guidelines include, but are not limited to, appropriate scaling, compatible roof forms, historically sensitive architectural details, and the use of approved building materials.

Comfort Restorations is committed to complying with all Historic District requirements and will work diligently to ensure that the proposed patio cover and enclosure are designed and constructed in a manner that is consistent with the character of the neighborhood. Our goal is to maintain and respect the historic fabric of the City of Manitou Springs while providing a thoughtful, well-integrated improvement to the property.

This request is being made on behalf of the homeowners, who have resided at this property for over thirty years and are long-time residents of the City of Manitou Springs. Over the course of their ownership, the home has experienced ongoing issues related to water intrusion, foundation deterioration, and limited accessibility. These challenges have been compounded by mobility impairments affecting the senior residents of the home, significantly restricting their ability to safely and comfortably utilize certain areas of the property.

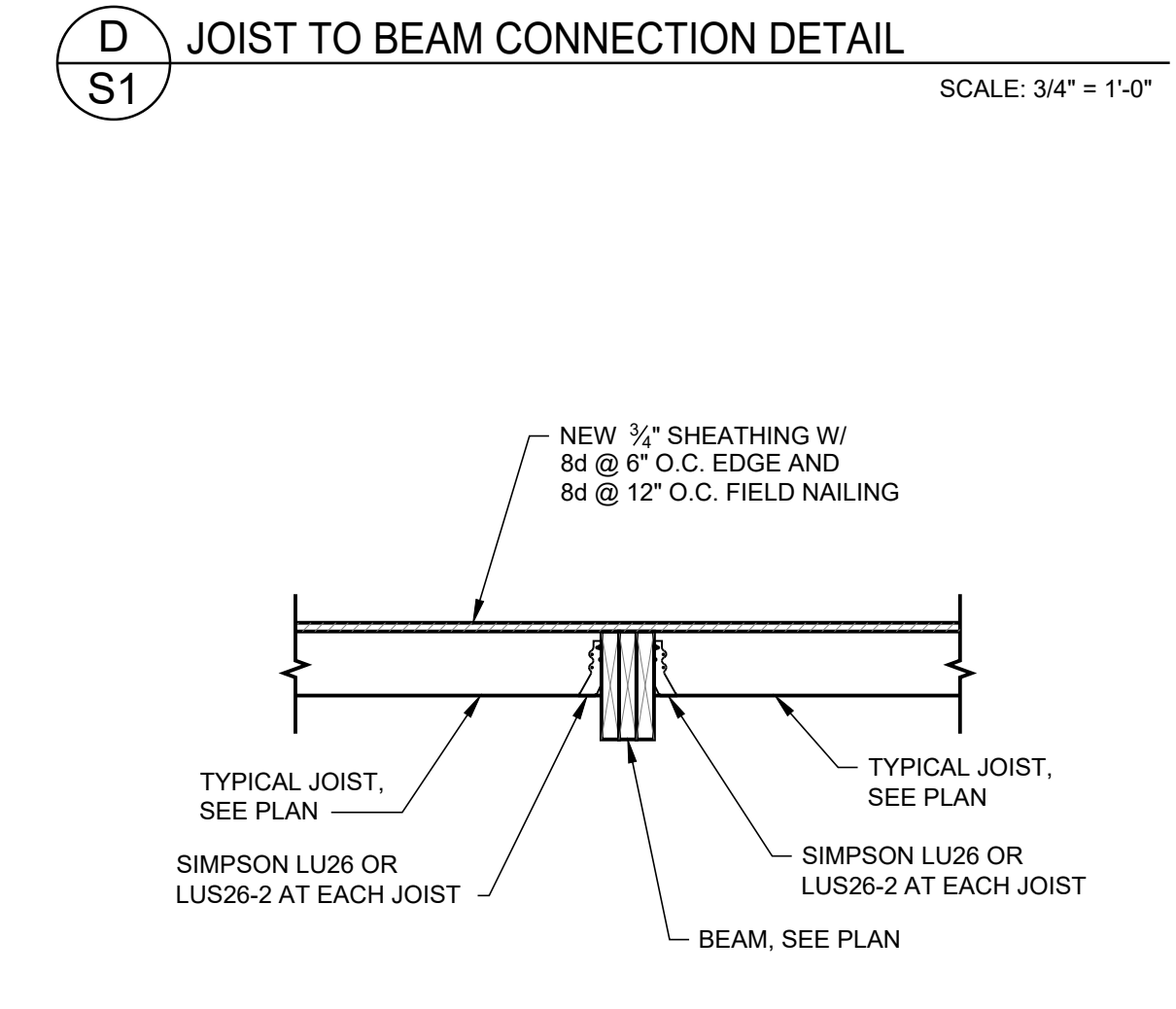
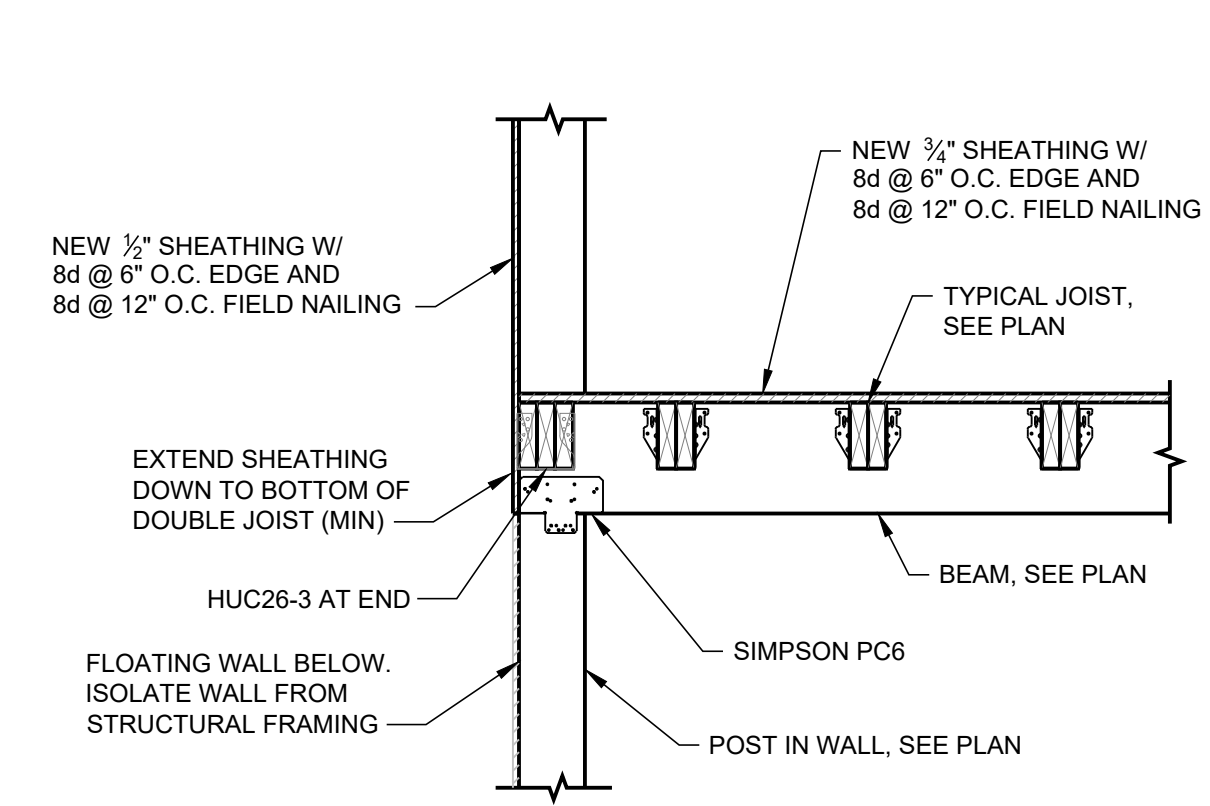
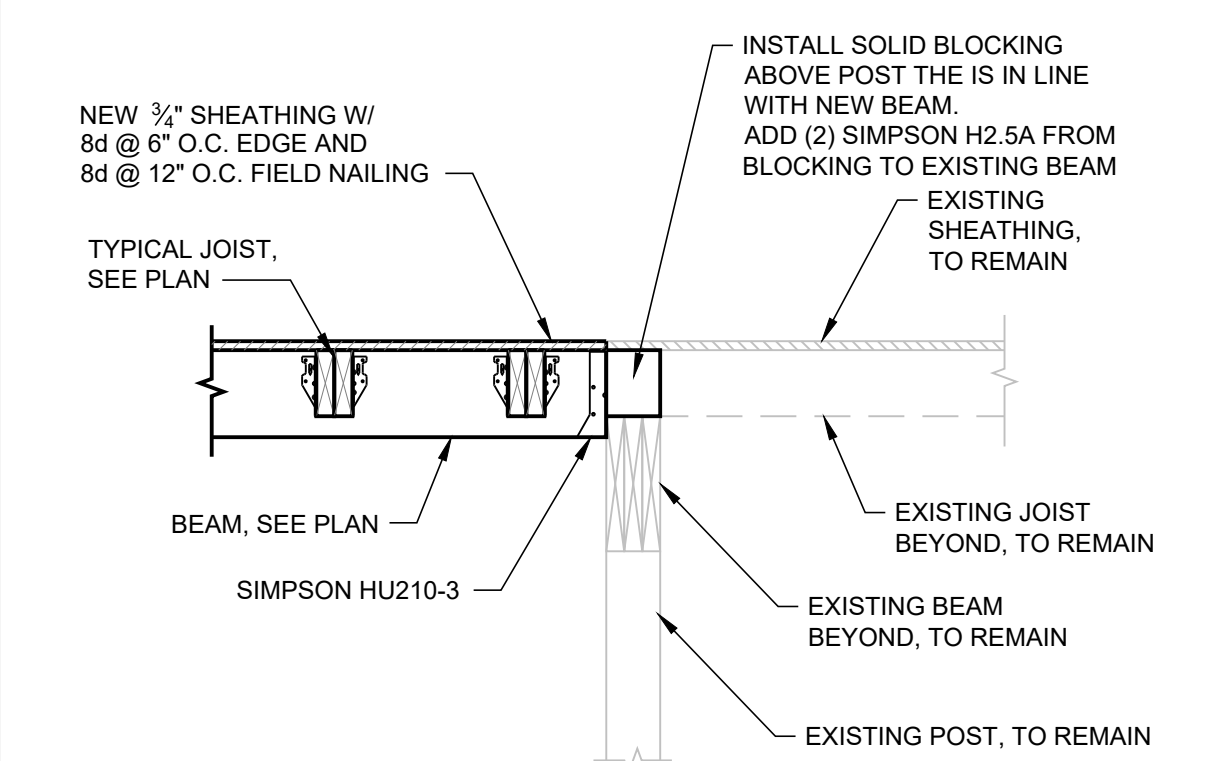
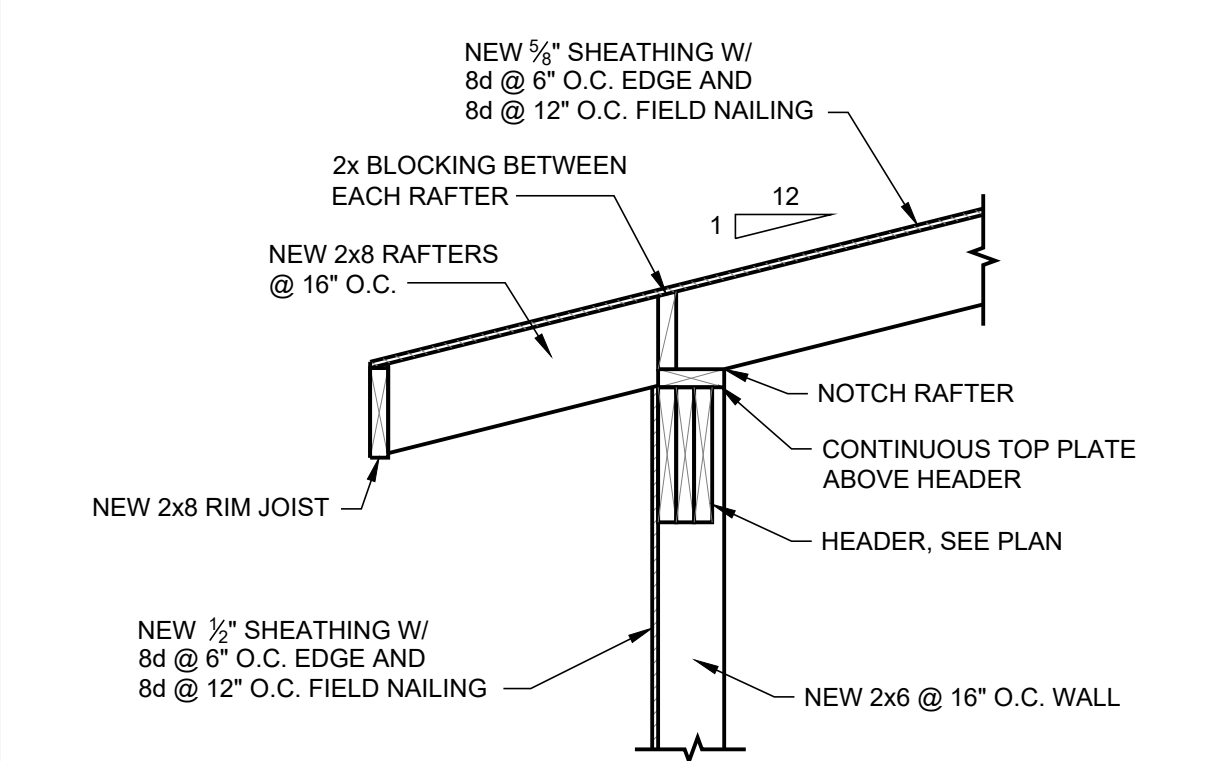
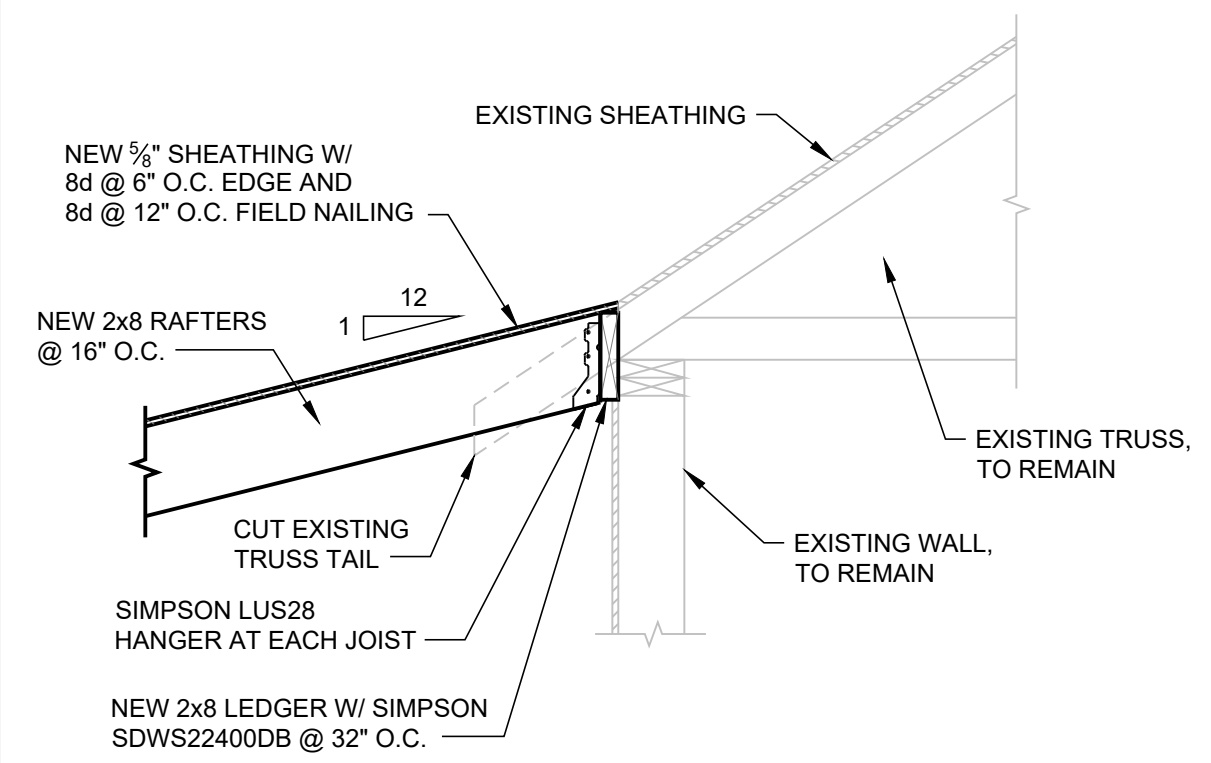
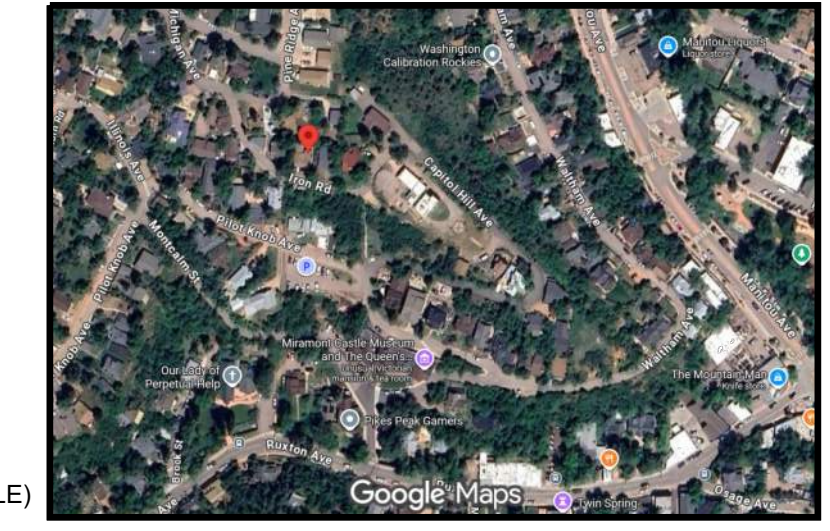
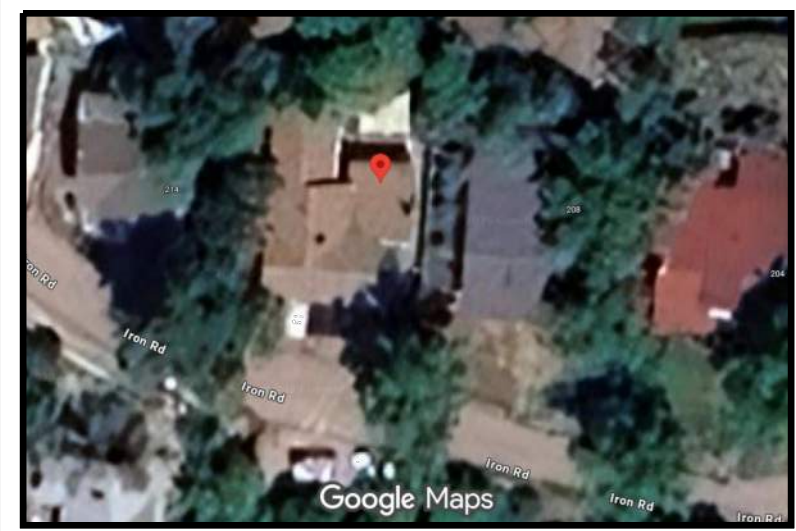
The proposed patio cover and enclosure are intended to address these long-standing concerns by creating a safe, accessible, and functional outdoor living space that can be used without navigating stairs or compromising the residents' living conditions. This improvement will allow the homeowners to enjoy the outdoor environment while remaining protected from weather-related hazards and further structural damage. Most importantly, it will enhance accessibility and quality of life for the senior occupants, allowing them to fully utilize their home in a manner that supports their mobility needs.

Comfort Restorations recognizes the importance of preserving the Historic District within the City of Manitou Springs and takes this responsibility seriously. As the assigned general contractor, we are committed to maintaining appropriate architectural details, historically compatible building materials, and approved roof forms throughout the project to ensure full compliance with all applicable historic preservation standards.

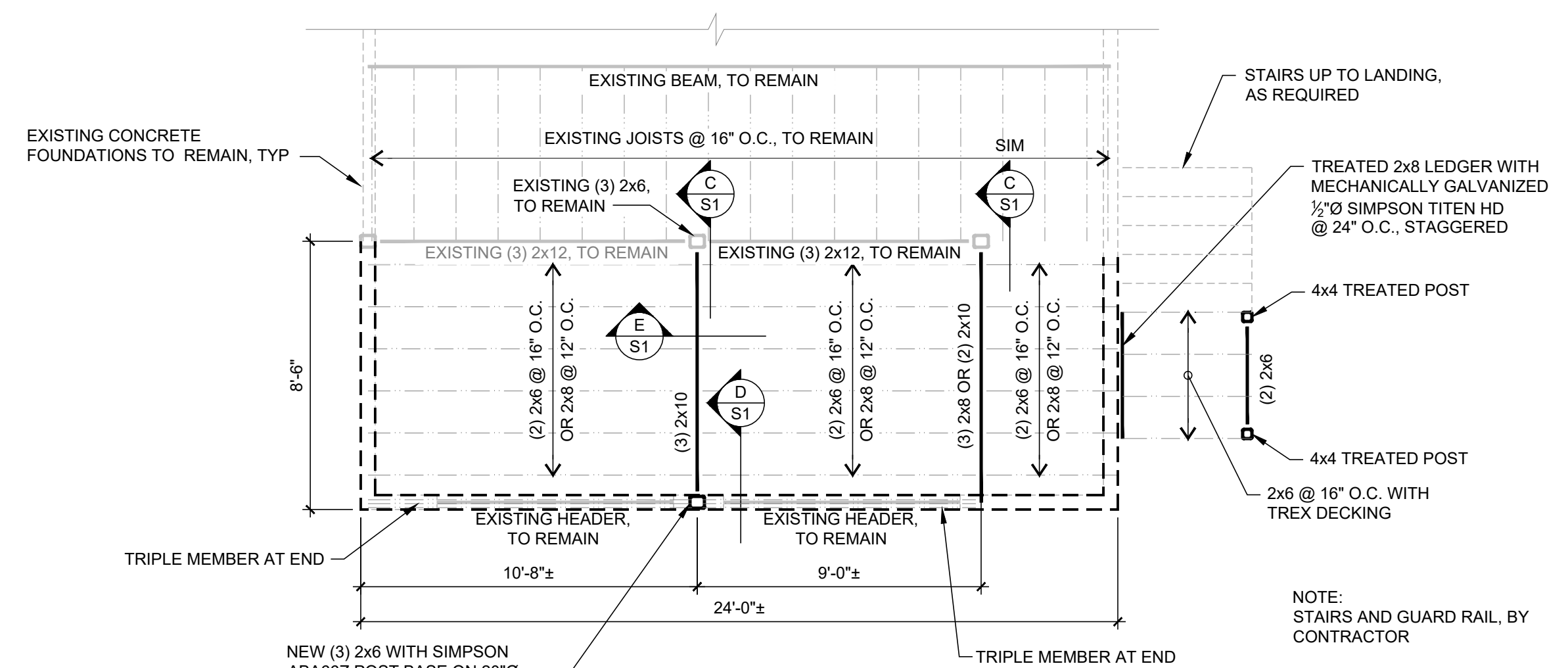
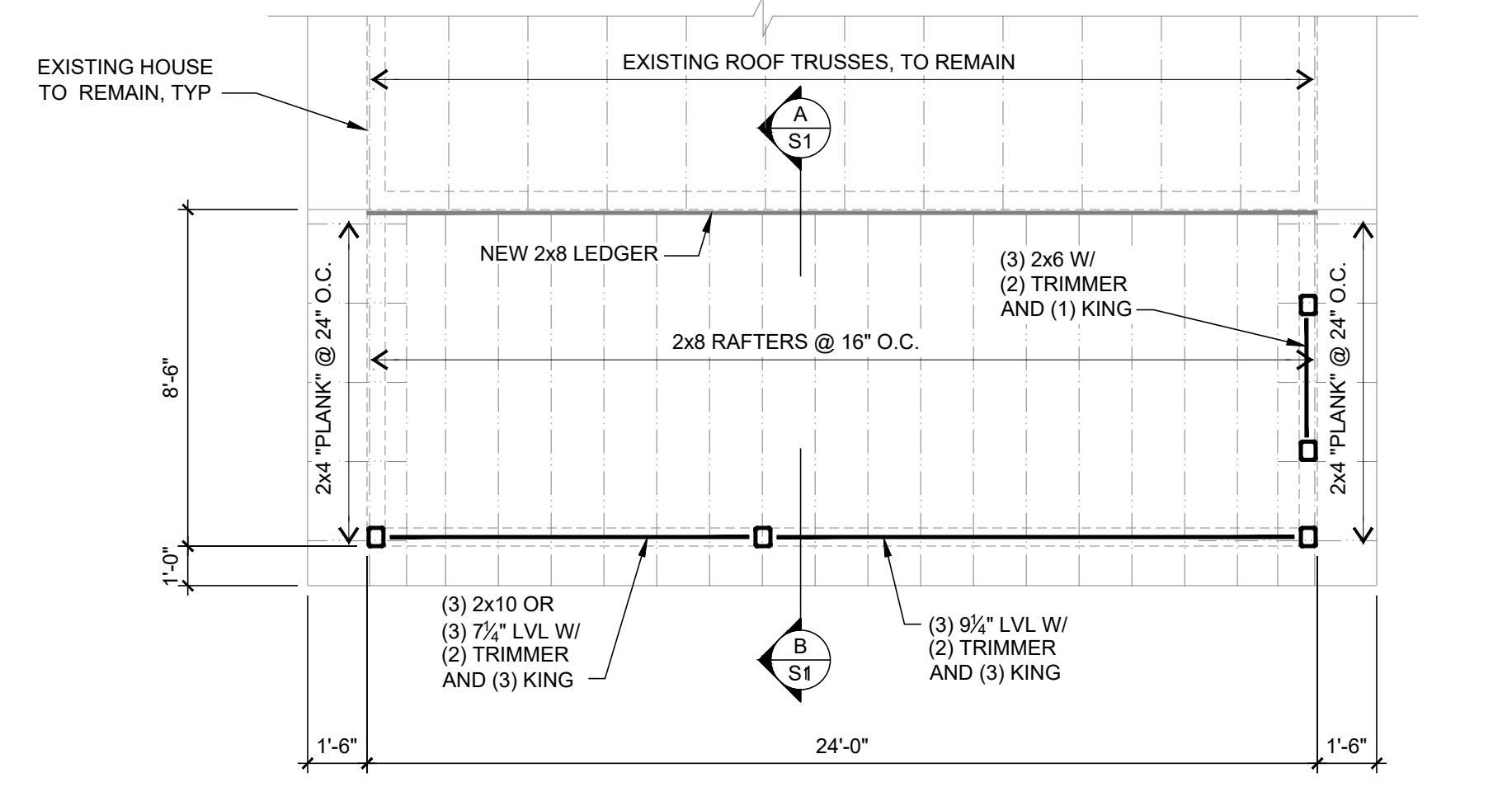
Additionally, we have received further information and requests from the homeowners that we respectfully ask the City to take into consideration as part of this variance and/or easement request. These considerations are submitted in good faith and reflect the homeowners' desire to remain in their long-term residence while making necessary, sensitive improvements that do not detract from the historic character of the area.

We appreciate the City of Manitou Springs' time, consideration, and dedication to preserving the unique historical character of the community. Comfort Restorations looks forward to working collaboratively with the City and all relevant departments to ensure this project meets all regulatory and preservation requirements while addressing the essential accessibility and safety needs of the homeowners. – Respectfully Submitted

- GENERAL NOTES**
1. CODES AND STANDARDS:
 2. INTERNATIONAL RESIDENTIAL CODE 2023 PIKES PEAK REGIONAL BUILDING CODE AMENDMENTS
 3. WIND LOADS
 - A. RISK CATEGORY = II
 - B. BASIC ULTIMATE WIND SPEED, $V_{ult} = 130$ mph
 - C. EXPOSURE CATEGORY = C
 4. GRAVITY LOADS
 - A. ROOF DEAD LOAD = 15 PSF
 - B. LIVE LOAD = 40 PSF
 - C. GROUND SNOW LOAD = 57 PSF
 - D. ROOF SNOW LOAD = 40 PSF
 5. ENGINEER: REFERENCES ON THE STRUCTURAL DRAWINGS TO 'ENGINEER' MEAN THE STRUCTURAL ENGINEER OF RECORD.
 6. EXISTING STRUCTURES:
 - A. CONTRACT DOCUMENTS HAVE BEEN PREPARED USING INFORMATION REGARDING THE EXISTING STRUCTURE PROVIDED BY THE HOMEOWNER.
 - B. DURING CONSTRUCTION, THE CONTRACTOR MAY ENCOUNTER EXISTING CONDITIONS WHICH ARE NOT KNOWN OR ARE AT VARIANCE WITH PROJECT DOCUMENTATION. CONTRACTOR SHALL NOTIFY THE ENGINEER OF ALL CONDITIONS NOT PER THE CONTRACT DOCUMENTS.
 - a. EXAMPLES INCLUDE:
 - SIZES OR DIMENSIONS OTHER THAN THOSE SHOWN
 - DAMAGE OR DETERIORATION TO MATERIALS AND COMPONENTS
 - CONDITIONS OF INSTABILITY OR LACK OF SUPPORT
 - ITEMS NOTED AS EXISTING ON THE DRAWINGS BUT NOT FOUND IN THE FIELD
 7. USE OF DRAWINGS:
 - A. DO NOT SCALE DRAWINGS.
 - B. DETAILS NOTED TYPICAL APPLY TO ALL SIMILAR CONDITIONS. WHERE NO SPECIFIC DETAILS ARE SHOWN, CONSTRUCTION SHALL CONFORM TO SIMILAR WORK ELSEWHERE ON THE PROJECT.
 8. TEMPORARY CONDITIONS:
 - A. THE STRUCTURE IS DESIGNED TO FUNCTION AS A UNIT UPON COMPLETION. THE CONTRACTOR IS RESPONSIBLE FOR FURNISHING ALL TEMPORARY BRACING AND/OR SUPPORT THAT MAY BE REQUIRED AS THE RESULT OF THE CONTRACTOR'S CONSTRUCTION METHODS AND/OR SEQUENCES.
 - B. CONTRACTOR'S CONSTRUCTION AND/OR ERECTION SEQUENCES SHALL RECOGNIZE AND CONSIDER THE EFFECTS OF THERMAL MOVEMENTS OF STRUCTURAL ELEMENTS DURING THE CONSTRUCTION PERIOD.
 9. SUBSTITUTIONS:
 - A. SUBSTITUTIONS: ENGINEER'S APPROVAL SHALL BE SECURED FOR ALL SUBSTITUTIONS
 - B. NONCONFORMANCE: NOTIFY ENGINEER OF CONDITIONS NOT CONSTRUCTED PER THE CONTRACT DOCUMENTS PRIOR TO PROCEEDING WITH CORRECTIVE WORK. SUBMIT PROPOSED REPAIR TO THE ENGINEER FOR ACCEPTANCE. CONTRACTOR SHALL COMPENSATE THE MERTENS GROUP, LLC FOR DESIGNING THE REPAIR.
 10. OSHA STANDARDS:
 - A. THE STRUCTURE IS DESIGNED TO FUNCTION AS A UNIT UPON COMPLETION. NOTHING SHOWN ON THE STRUCTURAL DRAWINGS SHALL BE CONSTRUED AS ELIMINATING THE NEED FOR THE CONTRACTOR TO COMPLY WITH ALL OSHA REQUIREMENTS.
 - B. WHERE THE STRUCTURAL DRAWINGS APPEAR TO CONFLICT WITH OSHA REQUIREMENTS, THE STRUCTURAL DRAWINGS REPRESENT FINAL CONDITIONS ONLY. THE CONTRACTOR SHALL ADD ALL ERECTION FRAMING NECESSARY TO COMPLY WITH OSHA.
 11. FRAMING CONNECTORS
 - A. DESIGNATIONS ARE THOSE MANUFACTURED BY SIMPSON STRONG-TIE COMPANY, SAN LEANDRO, CALIFORNIA. OTHER MANUFACTURER'S PRODUCTS MAY BE USED IF APPROVED BY THE ENGINEER. FURNISH NAILS AND/OR BOLTS OF DIAMETER, LENGTH, AND NUMBER SPECIFIED BY THE MANUFACTURER FOR EACH CONNECTOR.
 12. FRAMING LUMBER:
 - A. HEM-FIR #2
 - B. DRY (19% MAXIMUM MOISTURE CONTENT AT THE TIME OF INSTALLATION)
 13. FABRICATED LUMBER:
 - A. FABRICATED LUMBER DESIGNATIONS ARE THOSE MANUFACTURED BY WEYERHAEUSER, BOISE, IDAHO
 - B. FABRICATED LUMBER IS DESIGNATED ON THE DRAWINGS AS MICROLAM (LVL)
 14. SHEATHING:
 - A. WOOD STRUCTURAL PANELS SHALL BE APA RATED SHEATHING CONFORMING TO U.S. DEPARTMENT OF COMMERCE STANDARD PS 2-10
 - B. ALL WOOD PANELS SHALL BE EXPOSURE 1
 15. NAILING
 - A. ALL NAILING SHALL BE IN ACCORDANCE WITH THE MINIMUM STANDARDS SHOWN IN 2021 IRC TABLE 602.3(1)
 16. POST INSTALLATION REQUIREMENTS
 - A. ALL POST-INSTALLED ANCHORS SHALL BE INSTALLED ACCORDING TO MANUFACTURER'S PRINTED INSTALLATIONS AND INSTRUCTIONS AND PER MANUFACTURER'S ON-SITE TRAINING (IF REQUIRED).
 - B. ALL ADHESIVE ANCHORS AND ADHESIVE ANCHORED REINFORCEMENT DESIGNS ARE FOR INSTALLATION IN THE FOLLOWING CONDITIONS, UNLESS NOTED OTHERWISE. WRITTEN APPROVAL MUST BE RECEIVED FROM ENGINEER PRIOR TO INSTALLATION IN ALTERNATIVE CONDITIONS.
 - a. DRY CONCRETE, UNLESS NOTED OTHERWISE
 - b. CONCRETE TEMPERATURE AT TIME OF INSTALLATION THROUGH CURE TIME MUST BE WITHIN THE TEMPERATURE RANGE SPECIFIED IN MANUFACTURER'S PRINTED INSTALLATION INSTRUCTION FOR ADHESIVE GEL AND CURE TIMES.
 - c. ANCHOR HOLES TO BE HAMMER DRILLED AND CLEANED.
 - d. CONCRETE MUST BE AT LEAST 21 DAYS OLD BEFORE INSTALLATION OF ANCHORS.
 - e. HOLES TO BE CLEANED AND PREPARED IN STRICT ACCORDANCE WITH MANUFACTURER'S PRINTED INSTALLATION INSTRUCTIONS AND
 - f. EVALUATION REPORT PRIOR TO ADHESIVE INJECTION.



SCOPE:
RECONSTRUCT ROOF OVER EXISTING GARAGE WITH NEW ENCLOSED SPACE ABOVE



THE MERTENS GROUP
STRUCTURAL ENGINEERING SERVICES
FORENSIC LITIGATION | CONSULTING

The Mertens Group, LLC
PO Box 3301
Monument, CO 80132
Phone: (719) 505-4287
www.mertensgrp.com

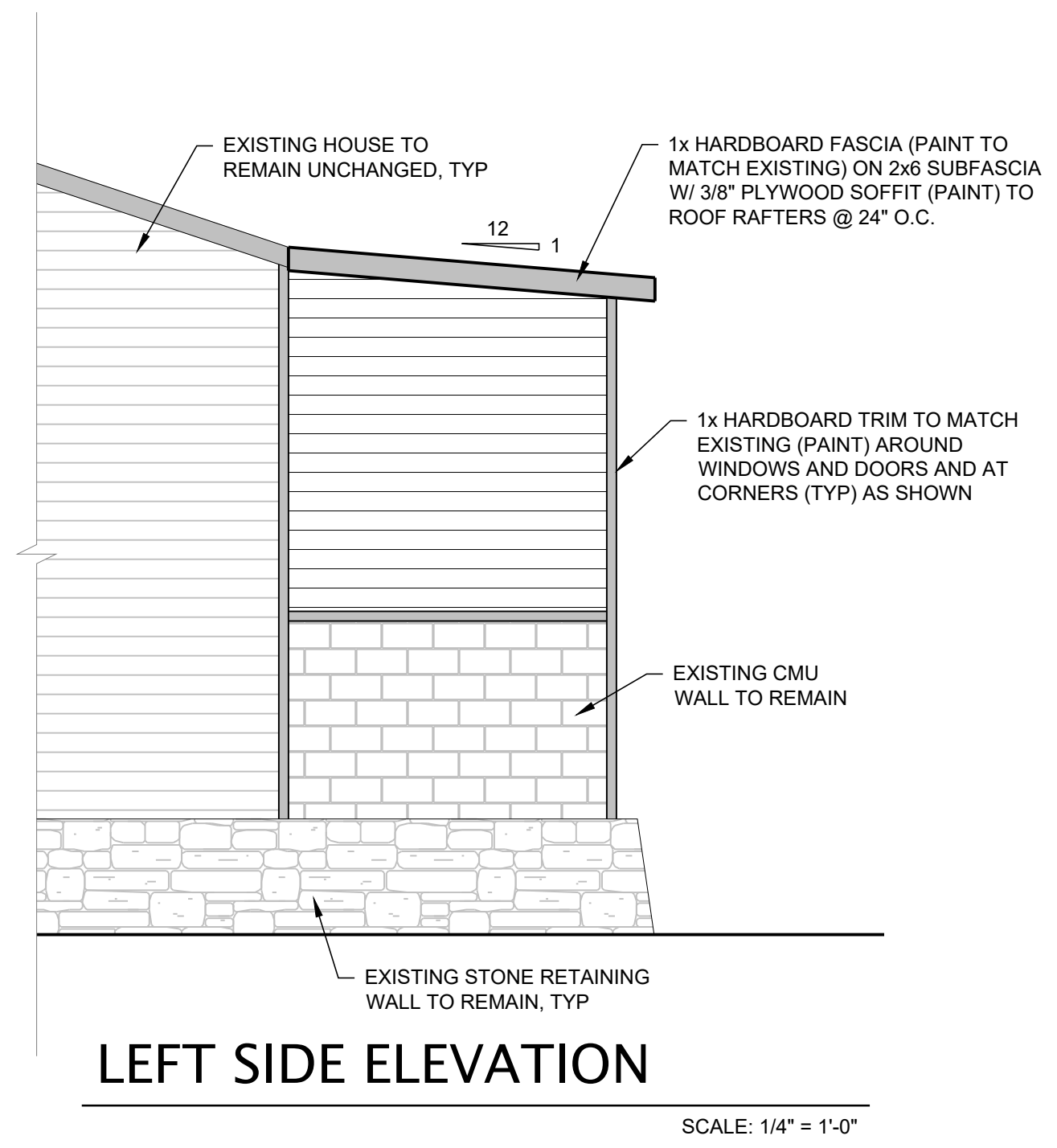


REV	DATE	DESCRIPTION
	11/26/2025	ISSUE FOR CONSTRUCTION

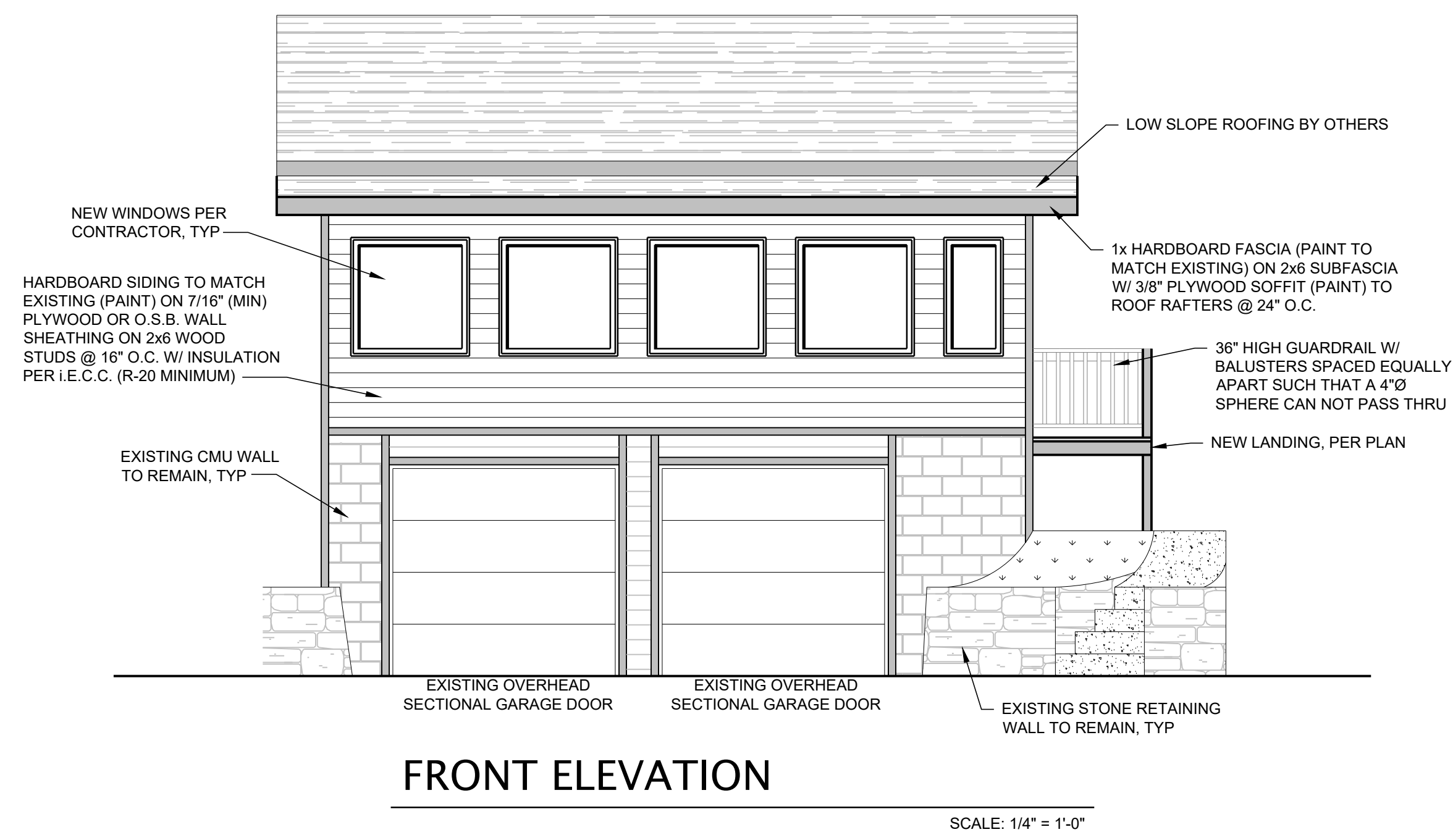
GENERAL NOTES / PLAN VIEW / DETAIL VIEWS

210 IRON ROAD
MANITOU SPRINGS, CO 80829

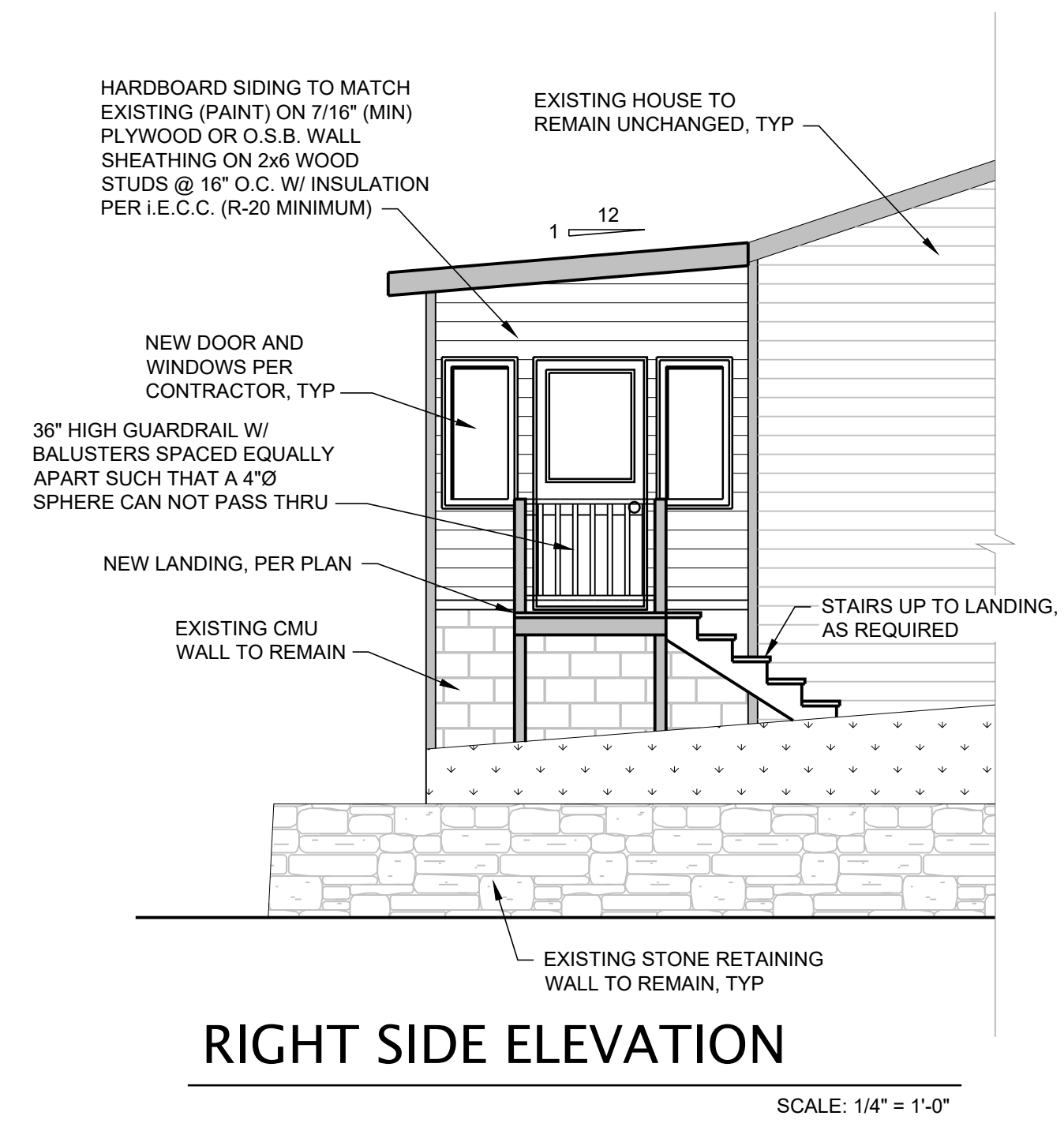
TMG JOB: 25-086	FILE NAME: 210 IRON RD
SCALE: AS INDICATED	DESIGNED BY: KPM
SUBMITTED BY: KPM	REVIEWED BY: KPM



LEFT SIDE ELEVATION



FRONT ELEVATION



RIGHT SIDE ELEVATION



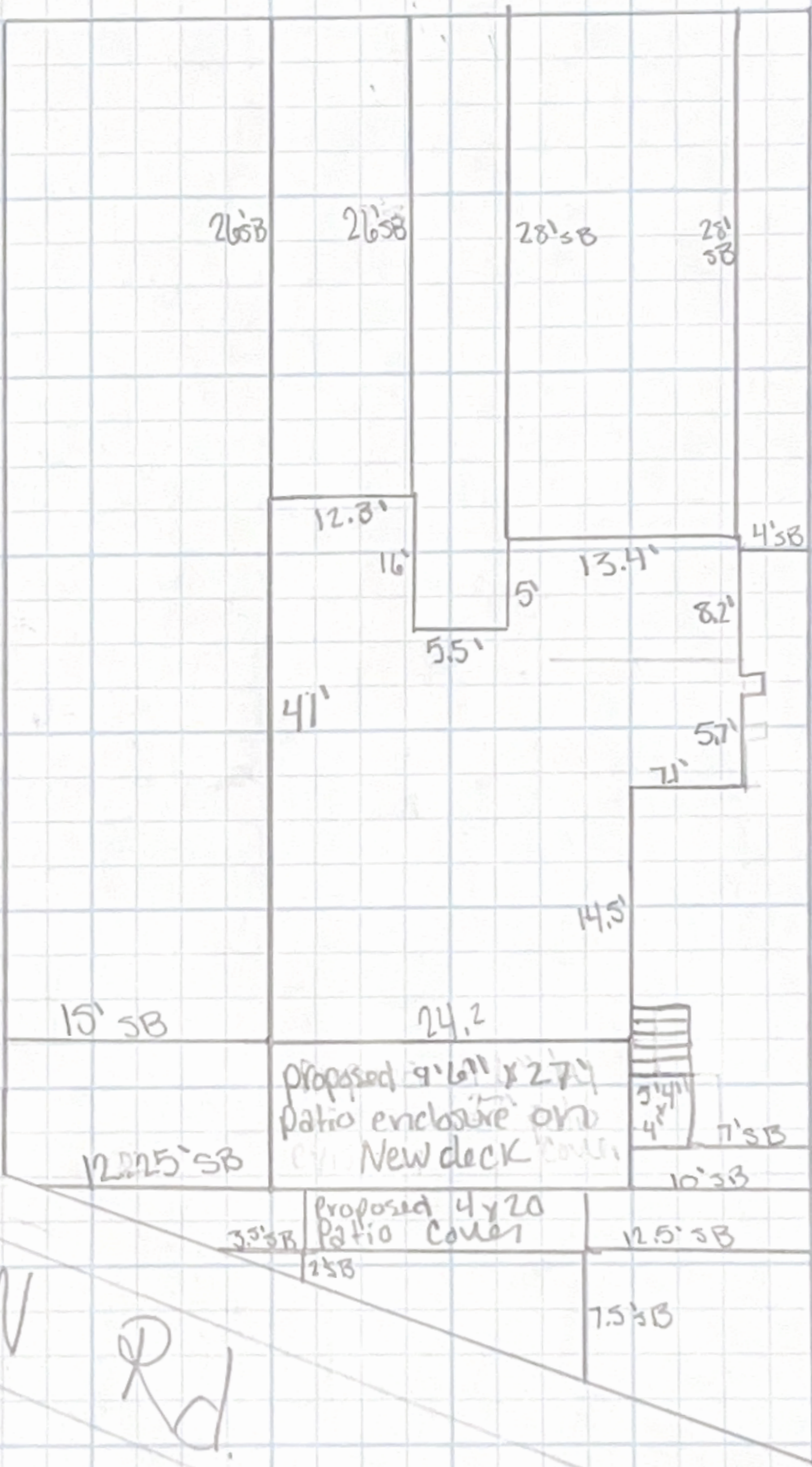
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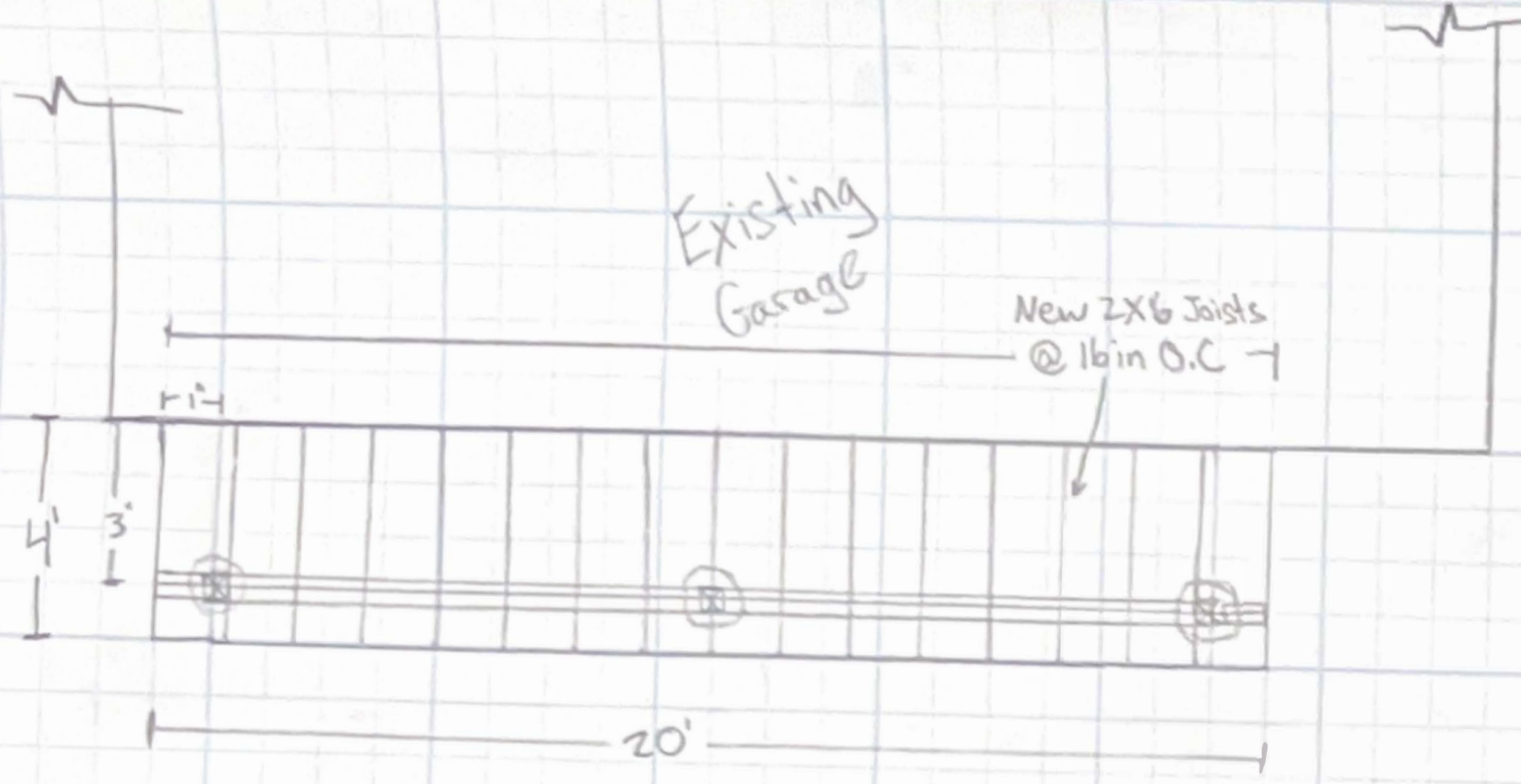
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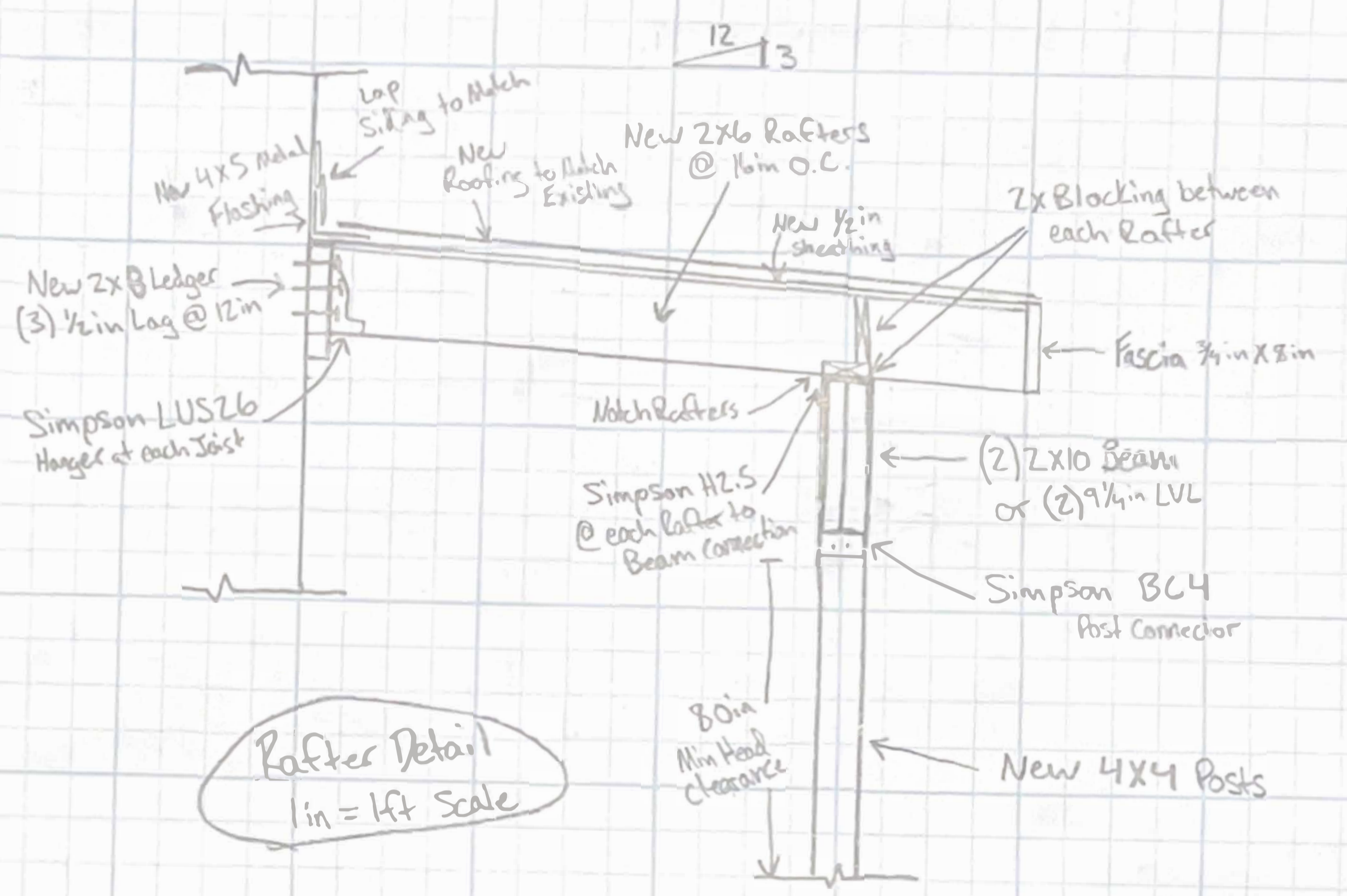


IRON Rd.

Mr Bob McAtee
210 Iron Rd
Manitou Springs CO 80829

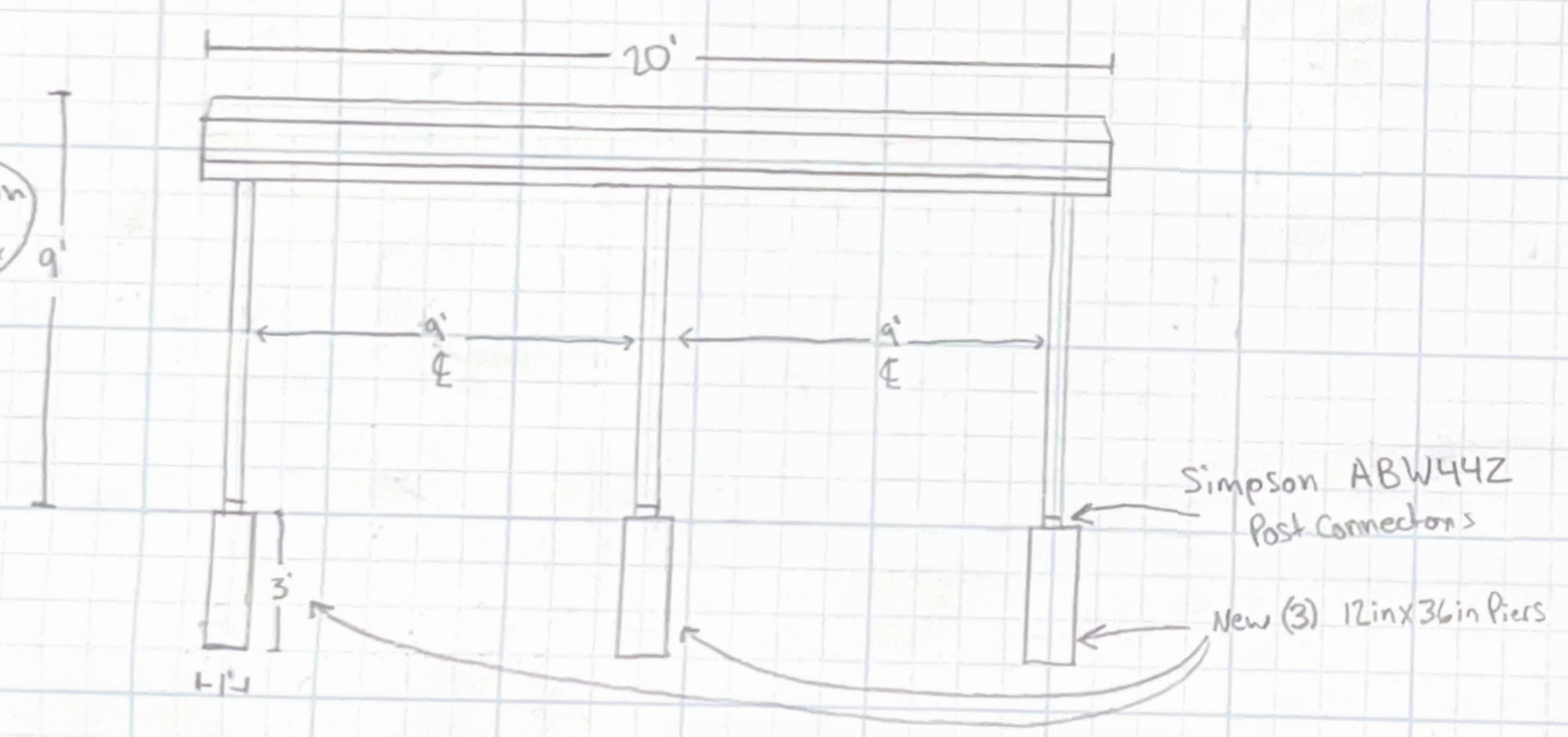


Roofing Framing Plan
Scale 1/4in = 1ft



Rafter Detail
1in = 1ft Scale

Front Elevation
Scale 1/4in = 1ft



Patio Cover

210 Iron Road

Manitou Springs, CO 80829



210-



210





























love
never
fails

210



Love
Never
fails

JULY

LOVE

PEACE



















BOSCH
Professional GLM 50 C
22"
8" 21/32





210

Stone
Nook
falls



Rolf
Nader
Falls

210

ROCKY MOUNTAIN WAY







The facing on Fiberglas will burn. Do not leave exposed. The facing must be installed in contact with a ceiling, wall, or floor finish material. Protect facing from any open flame or heat source.
Stated R-value refers to insulation only at stated thickness

R-19 **6 1/4"**

Owens-Corning
Fiberglas

Insulation
Apply this side toward being sealed



Title: LUDC Updates — Density and Height
From: Fred Rollenhagen
To: City Planning Commission
Address of Proposal:
Applicant:

March 11, 2026

Proposal:

The purpose of this work session is to review a draft amendment to the Land Use and Development Code for zoning densities after receiving feedback and information from last month's joint work session with the Urban Renewal Authority (URA) and Housing Advisory Board (HAB). In general, there was consensus to increase the density for at least the Mixed Use - Commercial (MU-C) zoning district which is the district that is intended for properties located within the URA area. There was some consensus to increase densities in other commercial zoning districts as well.

Representatives from the URA submitted a letter (attached) providing their recommendations for increased density that are based on the original 2022 working group deliberations during the LUDC update at that time. The letter also provided recommendations for URA-wide rezoning to the MU-C zoning district and for modified building height limits within the URA.

Zone District:

Background & Existing Conditions:

The Planning Commission had asked to review the existing maximum residential densities in the City's various zoning districts to assure that they are appropriate. Additionally, the Planning Commission asked to review the process and criteria for granting variances to assure it is performing its intended function. The Variance section was reviewed in more detail during the CPC's meetings in November and December, 2025.

Application Detail:

Please see attached redline that shows a potential amendment to height and density requirements within the MU-C zoning district for discussion purposes.

Public Involvement:

Findings & Review Criteria:

N/A



Staff Recommendation:

N/A

Motion Language Options:

N/A

MEMORANDUM

To: Manitou Springs Planning Commission

From: Manitou Springs Urban Renewal Authority (MSURA)

Date: February 8, 2026

Subject: Urban Renewal Authority Board Recommendations Regarding Land Use and Development Code Provisions in the Urban Renewal Area

The Manitou Springs Urban Renewal Authority (URA) submits this memorandum to formally transmit the URA Board's recommendations to the Manitou Springs Planning Commission regarding density, zoning, and height provisions applicable within the Urban Renewal Area (URA). These recommendations are based on the original 2022 extensive Working Group deliberations and are intended to support feasible, context-sensitive redevelopment.

Primary Recommendation: Reversion to Original Working Group Recommendations

The URA Board's primary recommendation is that the Planning Department and Planning Commission revert to, and carry forward, the original Working Group recommendations that were formally presented in:

- City Planning Commission Special Meeting – Land Use and Development Code Presentation (November 17, 2022)
- City Council Meeting – Consultant and Planning Department Recommendations (December 20, 2022)

The URA Board specifically recommends that these original Working Group and consultant-supported recommendations be used as the basis for Planning Commission consideration, rather than the final version adopted by City Council. The Board believes the original recommendations more accurately reflect the consensus, intent, and redevelopment feasibility goals developed through the URA Working Group process.

Supporting Recommendations

1. Residential Density

The URA recommends a maximum residential density of 25 dwelling units per acre (25 DU/acre) within the Urban Renewal Area. This recommendation reflects full agreement among the 2022 Working Group and was a central component of the original recommendations.

2. URA-Wide Rezoning to Mixed Use Commercial

The URA recommends that all properties within the Urban Renewal Area be rezoned to Mixed Use Commercial. This rezoning should be initiated by the City and structured so as

not to place financial or procedural burdens on property owners. This approach was integral to the original 2022 Working Group discussions conducted over a two-year period.

3. Building Height

The URA recommends that building height standards within the Urban Renewal Area reflect the original 2022 Working Group recommendations, which recognized the importance of site context, topography, and redevelopment feasibility.

Specifically, the Working Group supported a graduated height approach tied to site orientation and landform:

- Building Height on South Side of Manitou Avenue (highway 24 Side): A maximum building height of 39 feet, where additional height can be accommodated with reduced visual impact and improved redevelopment feasibility. With a step back directly on Manitou Avenue as presented in 2022 recommendations
- Building Height North Side of Manitou Avenue (Creek Side) : A maximum building height of up to 35 feet on the North side of Manitou Avenue along the creek with step back where buildings are more visible from adjacent neighborhoods and public viewpoints.
- Building Envelope and Topography: As noted by Working Group member Alan Delwiche, building height should be evaluated through a building envelope approach that fits within the natural contour of the land, rather than a rigid, flat height plane. This approach allows buildings to step with grade, reduce perceived massing, and respond appropriately to topographic conditions while remaining within overall height limits as noted in Original 2022 Working group recommendations.

The URA notes that redevelopment efforts within the Urban Renewal Area have not been successful under existing height constraints. The Working Group's recommended height framework was intentionally designed to balance context-sensitive design with the practical realities of redevelopment, and the URA supports carrying this framework forward as originally presented.

4. Variances

The URA recommends that variance provisions remain unchanged and continue to be addressed through the City's existing variance process, consistent with the original recommendations.

Conclusion

In summary, the URA Board respectfully recommends that the Planning Department and Planning Commission carry forward the original Working Group recommendations as presented in 2022. These recommendations represent a carefully developed consensus between the URA, consultants, and Planning staff and were intended to balance community

character, redevelopment feasibility, and long-term public benefit within the Urban Renewal Area.

The URA appreciates the Planning Commission's consideration and looks forward to continued coordination in support of thoughtful and implementable land use policy.

Table 18.02.3.3-1: Dimensional Standards for the Mixed-Use Commercial Zone District

Lot Dimensions	Standard Requirements	Exceptions from Standard Requirements
Minimum Lot Size	N/A	
Minimum Lot Frontage	50 ft.	
Building Setbacks		
Minimum Front Setback - Permanent Principal Structure	10 ft. ⁽¹⁾	Decks and patios shall be allowed to encroach into front setbacks by 5 ft.
Minimum Front Setback - Permanent and Temporary Accessory Structures	10 ft.	
Maximum Front Setbacks	20 ft. ⁽¹⁾	
Minimum Side Setback - Permanent Principal Structure	5 ft. ⁽¹⁾	Where adjacent properties are under single ownership 0 ft. setback shall be allowed on internal side property lines to attach adjacent buildings to facilitate redevelopment of multiple parcels
Minimum Side Setback - Permanent Accessory Structure	5 ft.	
Minimum Side Setback - Temporary Accessory Structure	5 ft.	

Table 18.02.3.3-1: Dimensional Standards for the Mixed-Use Commercial Zone District

Lot Dimensions	Standard Requirements	Exceptions from Standard Requirements
Minimum Rear Setback - Permanent Principal Structure	10 ft.	Decks and patios on the ground floor shall be allowed to encroach into rear setbacks by 5 ft.; does not apply to areas within the Fountain Creek floodway unless such encroachments are constructed above Base Flood Elevation (BFE), Upper story balconies shall be allowed to encroach up into rear setbacks up to 8 ft.
Minimum Rear Setback - Permanent Accessory Structure	5 ft.	
Minimum Rear Setback - Temporary Accessory Structure	0 ft.	
Site Development Standards		
Maximum Lot Coverage	75%	
Maximum Building Height	36 ft. 39 ft (south side of street) 35 ft (north side of street)	
Maximum Residential Density	20 du/ac 25 du/ac (30 du/ac)	