



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.manitouspringsgov.com/544/All-Boards-and-Commissions>

May 13, 2026

5:30 PM

A. CALL TO ORDER

B. APPROVAL OF MINUTES

1. 03.11.26 CPC Minutes
2. 04.08.26 CPC Minutes

C. UNFINISHED BUSINESS

D. PUBLIC COMMENT ON NON-AGENDA ITEMS

E. NEW BUSINESS

1. MJT 2602 - Major Temporary Use Permit (unimproved parking lot) at 101 Higginbotham Road
2. MJT 2603 - 515 Ruxton Ave. - Cog Railway Sunrise Trains
3. Multiple Applications - two dwelling units
 - a. MNR 2602 - Minor Development Plan for the new construction of two single household detached dwelling units on two lots
 - b. VAR 2603 - Height Variance - thirty-five feet (35') where twenty-five feet (25') is permitted.
 - c. VAR 2604 - Front Setback Variance - ten feet (10') where fifteen feet (15') is required

F. OTHER BUSINESS

G. NOTICE OF COUNCIL ACTION AND UPDATES

H. ADJOURNMENT

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)

Staff:

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

3 alternate positions available

The City of Manitou Springs does not discriminate on the basis of disability in the admission to, access to, or operations of programs, services or activities. Reasonable accommodation will be provided to ensure equal access to all. Individuals who would like to request auxiliary aids or services should contact the ADA Coordinator at (719) 685-5481 or jfryer@manitouspringsco.gov. 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.

Interested citizens are invited to serve on any of the City's Boards or Commissions. Please contact the City Clerk's Office for more information or visit our website at: www.manitouspringsgov.com.



**CITY OF MANITOU SPRINGS
CITY PLANNING COMMISSION**
Regular Meeting Minutes
Hybrid Meeting via Zoom and at Memorial Hall
March 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 Stephen Graybill
Commissioner Roy Rosenthal
Commissioner Keith Harper
Commissioner Frank DeLay
Commissioner Megan Day

COMMISSIONERS ABSENT FOR ROLL CALL:

STAFF PRESENT:

Planning Director Frederick Rollenhagen
Senior Planner Chelsea Royston
Planner I Zachary Davison

GUESTS PRESENT:

CPC Attorney Kunal Parikh

B. APPROVAL OF MINUTES

1. CPC Minutes 02.11.2026

Commissioner DeLay moved to approve the minutes as presented. Vice-Chair Wilson seconded the motion. The motion passed unanimously. (7-0)

C. PUBLIC COMMENT ON NON-AGENDA ITEMS

There was no public comment.

D. UNFINISHED BUSINESS

No unfinished business was discussed.

E. NEW BUSINESS

1. MJT 2601 – Major Temporary Use Permit to allow E-Bike Rentals at 306 Manitou Avenue

Planner Royston gave a presentation regarding MJT 2601. The request was explained to be a continuation of previous MJT approvals, to allow the business to operate from a shed at 306 Manitou Avenue. The business was not owned by the current owner when other MJTs were approved. It was noted that a Major Development plan would be needed if permanent use were to be established.

Commissioner Graybill asked if the business was sold or if this was a new entity. Planner Royston answered it was a new entity.

The applicant, Pete Averson, from 1326 Carnation Circle, Longmont, Colorado clarified the timing of the ebike tours being at 9:30 and 12:30 with hours from 9 AM – 3 PM. The route of the tour was described. He spoke about limited parking, and using public facilities as parking.

Commissioner DeLay motioned to approved MJT 2601. The motion was seconded by Commissioner Graybill. The motion passed unanimously. (7-0)

2. VAR 2601 and VAR 2602 – 210 Iron Road

A presentation regarding VAR 2601 and 2602 was given. The property was described to be in the Minnehaha-Pilot Knob historic subdistrict. The project proposal was described to be the applicant seeking to construct an enclosure on the existing garage roof, replacing an unpermitted enclosure with the same footprint. An Awning installation was also proposed over the garage to provide overhead cover for the structures entrance. The objectives of the project were provided to be meeting city code, providing safety, building protection, and addressing weather runoff. Materials of the project were described. The projects were explained to adequately meet variance criteria.

Commissioner Rosenthal asked how the applicant was not the owner. Planner Davison explained that the applicant would be doing the work for the owner. Rosenthal then asked when the structure on top of the garage was built, Planner Davison said the owner was not exact and it was four to five years ago.

Commissioner Casey confirmed that the structure was not permitted on top of the garage.

The applicant, Karl Honsalek, of 1819 Walten Drive, provided his opinion that the project will do good for the community.

The owner of the property, Bob McAtee, spoke about the project, and that it was necessary to preserve their home. It was explained that the structure used to be a flat deck, and the structure was built to stop water from getting into the garage.

Commissioner DeLay asked if unpermitted work faced the same process at other proposals. Chair Delwiche confirmed, and spoke his opinion that this project was necessary to save the structure.

Chair Delwiche moved to approve the VAR 2601 at 210 Iron Road. The motion was seconded by commissioner Graybill. The motion passed unanimously. (7-0)

Commissioner Delay moved to approve the VAR 2602 at 210 Iron Road. The motion was seconded by Chair Delwiche. The motion passed unanimously. (7-0)

F. OTHER BUSINESS

1. LUDC Updates – Density and Height

Director Rollenhagen provided a brief recap presentation of what was discussed at the previous CPC meeting in regards to LUDC Code revisions. A mixed-use commercial (MUC) sub district was described as current density of 20 dwelling units per acre.

URA (Urban Renewal Authority) recommendations for building height in the MUC was shown to be 39 feet on the south side of Manitou Avenue, and 35 feet on the front. They were also said to have recommend URA wide rezoning to MUC, as no properties are zoned MUC, and they did not recommend changing variance provisions.

Current building step-backs were provided, which was applicable to multi-story buildings.

There was a discussion surrounding the CPC recommendation for maximum allowed density. There was a consensus on 30 dwelling units per acre as the recommendation for the commercial and mixed use zones.

G. NOTICE OF COUNCIL ACTION AND UPDATES

There was no notice of council action.

H. ADJOURNMENT

With no further business to discuss, Chair Delwiche adjourned the meeting at 6:15 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.



**CITY OF MANITOU SPRINGS
CITY PLANNING COMMISSION**
Regular Meeting Minutes
Hybrid Meeting via Zoom and at Memorial Hall
April 8, 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 Stephen Graybill
Commissioner Roy Rosenthal
Commissioner Keith Harper
Commissioner Frank DeLay
Commissioner Megan Day

STAFF PRESENT:

Planning Director Frederick Rollenhagen
Senior Planner Chelsea Royston

GUESTS PRESENT:

CPC Attorney Kunal Parikh

B. APPROVAL OF MINUTES

1. CPC Minutes 03.11.2026

Chair Delwiche pointed out a discrepancy in the minutes on the last page.

Commissioner Graybill motioned to postpone approval of the minutes to the May 13, 2026 meeting. Commissioner Rosenthal seconded the motion. The motion passed unanimously (7-0).

C. PUBLIC COMMENT ON NON-AGENDA ITEMS

There was no public comment.

D. UNFINISHED BUSINESS

No unfinished business was discussed.

E. NEW BUSINESS

1. Public Hearing on LUDC Revisions – Variances and Administrative Adjustments

Planner Royston presented Land Use and Development Code (LUDC) Revisions regarding variances and administrative adjustments. She reviewed the intent of a variance, takeaways from a previous January work session, and updates to proposed criteria, including the removal of a distance qualifier for impacts, inclusion of nuisance-based language, and a requirement to meet a subset of criteria. The findings of fact process was outlined as a proposed process for variance approval. An administrative adjustments section of code was proposed, as well as approval criteria for the allowance of administrative adjustments.

Chair Delwiche questioned why there would be different approval criteria for Commission variances and administrative adjustments. Planner Royston explained that variances are more stringent and can allow greater differences from the regulations. She stated that meeting different thresholds would be appropriate. Chair Delwiche disagreed, stating that the criteria should be the same.

Chair Delwiche noted that accessory additions to height are already addressed within the height definition section of the code and suggested that separating the two could confuse people.

Commissioner DeLay supported the changes and suggested that all four criteria should be met to grant a variance.

Commissioner Rosenthal stated his opinion that three of the four criteria be met. He noted that the recommendations were balanced and that a three-out-of-four threshold would better support flexibility while maintaining structure in the approval process.

Chair Delwiche supported the suggested threshold to meet all four criteria and added that having tighter voting structure allows for more thought on each individual variance.

Vice Chair Wilson said he believes all four criteria should be met, especially one, two, and three.

Commissioner Rosenthal reiterated that he is opposed to requiring all four criteria because the failure to meet one criteria could kill an application. He proposed the option of meeting three criteria with conditions, meaning the variance could only be approved if no harm comes from not meeting the fourth condition.

Commissioner Day agreed it would be tough to meet all four.

Commissioner DeLay noted the latitude within the criteria, and that there was room for flexibility in having all four criteria required.

Vice Chair Wilson proposed requiring applicants meet three of the four criteria, including one and two, and either criterion three or four. Commissioner Graybill supported the compromise.

Chair Delwiche raised concerns about the proposed administrative adjustments, specifically the 15% deviation from dimensional standards. He stated he could not support that provision, but was otherwise supportive of the remaining elements. Chair Delwiche explained his concern was with allowing staff approval, as he does not see it as necessary.

Planner Royston explained that similar neighboring municipalities have the rule, as well as the 15% standard. She also noted that many citizens seek lesser applications but are unable to apply for a variance.

Commissioner Day shared her opinion that administrative approval would alleviate burden within neighborhoods in Manitou Springs with varying construction methods. She expressed confidence in the professional judgment of Planning Staff and stated her support for administrative approval.

Commissioner DeLay agreed with Chair Delwiche's comments, and asked how many applications per year would meet the requirements for Administrative Adjustments. Planner Royston stated that she did not have the data, but could research meetings held by the Planning Department throughout the last year.

Vice Chair Wilson stated that he is in favor of the nuisance criteria and removing the distance qualifier for the proposed criteria.

Chair Delwiche supported the proposed nuisance language.

Planner Royston clarified that the nuisance language will not be limited to a range of 300 feet or adjacent properties.

Chair Delwiche noted that the term "reasonable use" in the existing code has been problematic. He also raised concerns about defining "hardship" and what constitutes financial and technical infeasibility.

Planner Royston clarified that the intent of proposed criteria is for the applicant to argue for the variance to the Commission, and that creating narrower definitions for terms would make things harder for the Commission to justify.

Commissioner Day stated that a hardship should not be required.

Planner Royston stated that the term "hardship" could be applied differently than Commissioner Day's interpretation. She stated that it was not easy to define the term across the board.

Commissioner Rosenthal expressed concern about limiting subjective judgement, stating it is an important component to the process. Commissioner Day agreed and added that variances are intended to allow discussion.

Planner Royston provided clarification on the City definition of hardship and compared it with other jurisdictions. The local definition aims to prove that hardship exists, while other jurisdictions define hardship as resulting from strict enforcement of code.

Director Rollenhagen commented that hardship is usually tied to something with the land, and it's not usually financial.

Planner Royston stated that if the Commission feels that financial infeasibility is not a reason for variance, then they can choose to change that. Planner Royston encouraged allowing the applicants to make the argument, allowing the Commission decide if the argument is persuasive enough.

Chair Delwiche confirmed his preference for hardship defined as resulting from enforcement of the code.

Director Rollenhagen stated that staff was not prepared to define hardship at this time, but could do so in the future. Planner Royston noted that defining the term may be difficult.

Commissioner Rosenthal motioned to approve the amendment as proposed with the following changes:

- E. Approval Criteria. 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. No variance shall be authorized unless the Planning Commission finds that the following condition has been met:
 - a. The granting of a variance will not enable any condition or activity that unreasonably annoys or interferes with the use or enjoyment of public or private property, or which constitutes a health or safety hazard.
 - 2. Additionally, variance requests must meet a minimum of two of the following criteria:
 - a. Literal enforcement of the code would result in an unnecessary hardship.
 - b. There are no design alternatives that achieve the same objective, reduce the degree to which a variance is needed, and do not result in a technically or financially infeasible solution.
 - c. The property has one or more of the following extraordinary or exceptional physical conditions that do not generally exist in nearby properties in the same zone district:
 - 1) The property is partially encumbered by the flood zone, no-build area, or other restrictions resulting in a reduction in developable area.
 - 2) The variance is necessary to allow or improve access to sunlight.

- 3) The variance is necessary to protect heritage trees.
- 4) Other substantial documented circumstance.

Commissioner Day seconded the motion. The motion passed (4-3) with Commissioners Delwiche, Wilson, and DeLay opposed.

Chair Delwiche explained he opposed the motion due to concerns with the administrative adjustment section, which he feels is less transparent to the community. He also preferred that all four criteria be required.

Vice Chair Wilson stated he opposed the motion because he believes criteria one and two should be mandatory and that variances should be tied to a documentable hardship.

2. Public Hearing on LUDC Revisions; Density and Height Allowances

Director Rollenhagen presented LUDC revisions. He reviewed the current maximum densities and heights. He referenced previous work sessions and explained that in other communities, density is often based on local need. He stated that proposed densities of 25 to 30 units per acre in Commercial and Multi-Use Commercial Districts is not out of the ordinary. He also reviewed recommendations from the Urban Renewal Authority (URA) and the Housing Advisory Board (HAB). He reminded the Commission that the current code allows up to a 25% density bonus when at least 25% of the units are rent or sold at an affordable price as determined by the United States Department of Housing and Urban Development standards.

Commissioner DeLay asked about the HAB recommendation for allowing 50 units per acre, and if there would be a height requirement, as well as a square footage per unit requirement. Director Rollenhagen noted that there would be a lot of variables including environmental constraints and lot size.

Chair Delwiche referenced a proposal from 2 years ago that included 39 units per acre, and met height requirements. He stated that this wouldn't support HAB goals because of the smaller unit sizes. He suggested a compromise of 30 dwelling units per acre with a 39-foot height limit. Commissioner DeLay agreed.

Chair Delwiche motioned to approve the change in density in Commercial and Multi-Use Commercial Zoning Districts to 30 dwelling units per acre and the maximum height to 39 feet. The motion was seconded by Commissioner Day. The motion passed unanimously (7-0).

F. OTHER BUSINESS

No other business was discussed.

G. NOTICE OF COUNCIL ACTION AND UPDATES

Chair Delwiche commented on a state bill that would allow nonprofit organizations to build on residential lots up to 38 feet.

H. ADJOURNMENT

With no further business to discuss, Chair Delwiche adjourned the meeting at 6:56 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 2602 - Major Temporary Use Permit (unimproved parking lot) at 101 Higginbotham Road

From: Erin Ringsred

To: City Planning Commission

Address of Proposal: 101 Higginbotham Road

Applicant: Greg Wellen

May 13, 2026

Proposal:

The applicant is requesting a Major Temporary Use Permit to allow a temporary parking lot in the undeveloped lots at 101 Higginbotham Road.

Zone District:

Commercial (C)

Background & Existing Conditions:

The applicant has been approved for Major Temporary Use permits in 2024 and 2025. Each of the previous approvals were good for one year. The Land Use and Development Code does not include provisions for extensions of Major Temporary Use permits. The applicant is working with El Paso County to utilize the undeveloped lot to support visitation to Rainbow Falls.

Section 18.06.4.8.G of the LUDC addresses duration of Major Temporary Use Permits. “A major temporary use permit shall be valid only for the time period stated on the permit unless otherwise authorized in this LUDC.” While the City cannot prevent the submittal of an application, staff recommends the City Planning Commission consider the intent of a Temporary Use Permit. This use has been authorized since approximately 2018 through a series of Temporary Use Permits with the understanding that physical improvements will be made after the use has been established, whereas typically, improvements are generally required prior to the implementation of a permanent use. The Commission has discussed the annual request for this temporary use during the previous two public meetings in February 14, 2024 and February 12, 2025.

Parking Facilities are a permitted use in the Commercial Zone District, however, use standards require the lot to be paved with a hard surface. Paving the lot would require several development



applications and reports such as: Development Plan, Grading and Erosion Control Plan, Drainage Report, Landscape Plan, Photometric Plan, etc.

Application Detail:

The proposal does not include any permanent improvements. A parking attendant will be located on site during peak hours to manage circulation, the parking spaces will be marked with chalk lines.

The applicant has provided preliminary site plans that include future development of a mixed-use office and storage building in addition to a developed parking lot.

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 distribution 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; and

The proposed use as a parking lot will generally not be detrimental to public 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 supports tourism-related businesses, such as parking for Rainbow Falls and other regional attractions and tours.

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.

This criterion is not applicable, as the application is to allow the use of the parcels as parking lots.



Staff Recommendation:

Should the City Planning Commission find it appropriate to grant approval of the Major Temporary Use Permit, staff recommends the following conditions:

1. No grading or vegetation removal shall be completed on site prior to the approval of a Grading and Erosion Control Plan.
2. The Major Temporary Use Permit will expire one year from the date of approval.
3. No overnight parking shall be permitted.
4. Trash and recycling receptacles shall be made available prior to the implementation of the use.

Motion Language Options:

MJT 2602 – Major Temporary Use Permit

Approve the Major Temporary Use Permit at 101 Higginbotham Road, 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 101 Higginbotham Road, 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 101 Higginbotham Road, 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 101 Higginbotham Road to June 10, 2026 for further consideration.

Rainbow Falls Park and Ride, Major Temporary Use Application

April 6, 2026

Narrative description of the request

Adventures Out West as the owner of the subject parcels is requesting a Major Temporary Use for a slightly improved parking area to support El Paso County and visitors to Rainbow Falls. In the summer of 2024 AOW, The City of Manitou and El Paso County worked together to reopen Rainbow Falls. Due to the location of the falls and the unique assets of AOW, AOW was able to support the reopening of the falls. AOW operated the Park and Ride again in 2025 and seeks to operate again in 2026. It is the goal of this application to continue to support these efforts in a financial reasonable manner and to ensure the responsible reopening and operation of the falls.

AOW has applied for the Temporary use of the parking area for several years. In 2024, actual use of the parking lot was realized with Rainbow Falls for the first time. Before this AOW applied for permits to use the lots for parking but El Paso County was unable to commit to a contract for use and or opening of the falls. Summer 2024 was the first year operating the Park and Ride. The park and ride was open 3 days a week, Friday, Saturday and Sunday. The Falls were open from June 14th to September 14th. Visitors to the parking area were able to Purchase a parking pass that included a ride to the Falls in the shuttle for \$20 per car. The passes could be purchased via online, or in person with the driver by cash or credit card. Parking for up to 30 cars was provided in a maintained and slightly improved dirt lot. Parking spots were identified with concrete parking blocks and decorative rocks. Mulch was also spread through out to beautify and to provide a place for the copious amounts of city collected tree debris from the past winter storms. ADA parking was provided at the base of the falls inside the park. Shaded waiting area included benches. Porta Poties were in the park and trash receptacle was provided on the shuttle van. The parking was sufficient and rarely full.

A typical Saturday saw about 100-150 people using the park and ride. Fridays and Sundays were slower. Additional visitors walked to the falls from town which I have heard the City of Manitou and El Paso County are working to address the concern. Total visitation counts can be solicited from El Paso County. The program then operated in a similar manner in 2025.

It is anticipated in 2026 to have a similar visitation and operating schedule. El Paso County has committed to the summer program if the parking use is approved. An early opening is anticipated starting with Weekends in May and then 3 days a week for the remainder of the summer and into the fall. El Paso County has other days for special viewing in mind but nothing is concrete. AOW desires to use the lot as is and to not make any additional improvements. The current setup worked well for the needs. The current volume of traffic does not justify additional infrastructure investment. A developed parking plan has been made and is submitted as part of this proposal. It is a future concept layout that shows parking for 85 cars is

easily accommodated. *The plan will be used to guide our rough parking outline and is conceptual only. Future use and parking structures will vary based on demand.*

Description of Property

The existing parcels are generally flat, having been used for parking, special events and construction staging. The land is dirt and has a few weeds and grasses growing on it. The land is zoned commercial and is outside the historic core. No fixed development exists on the land but buried utilities are present and storm water grading was accommodated as part of the overall preparing of the land for development in past years. Access off Hwy 24 is at Serpentine Road and Cave of the Winds Road. Access to the land is capable for all vehicle types. Curb and gutter do not exist.

Nearby development is a storage facility and other vacant land owned by the City of Manitou Springs. One of the nearby lots is preserved for parkland.

Property Map

Include in the application is a map of the property from the El Paso County assessor's website.

LAND SURVEY PLAT

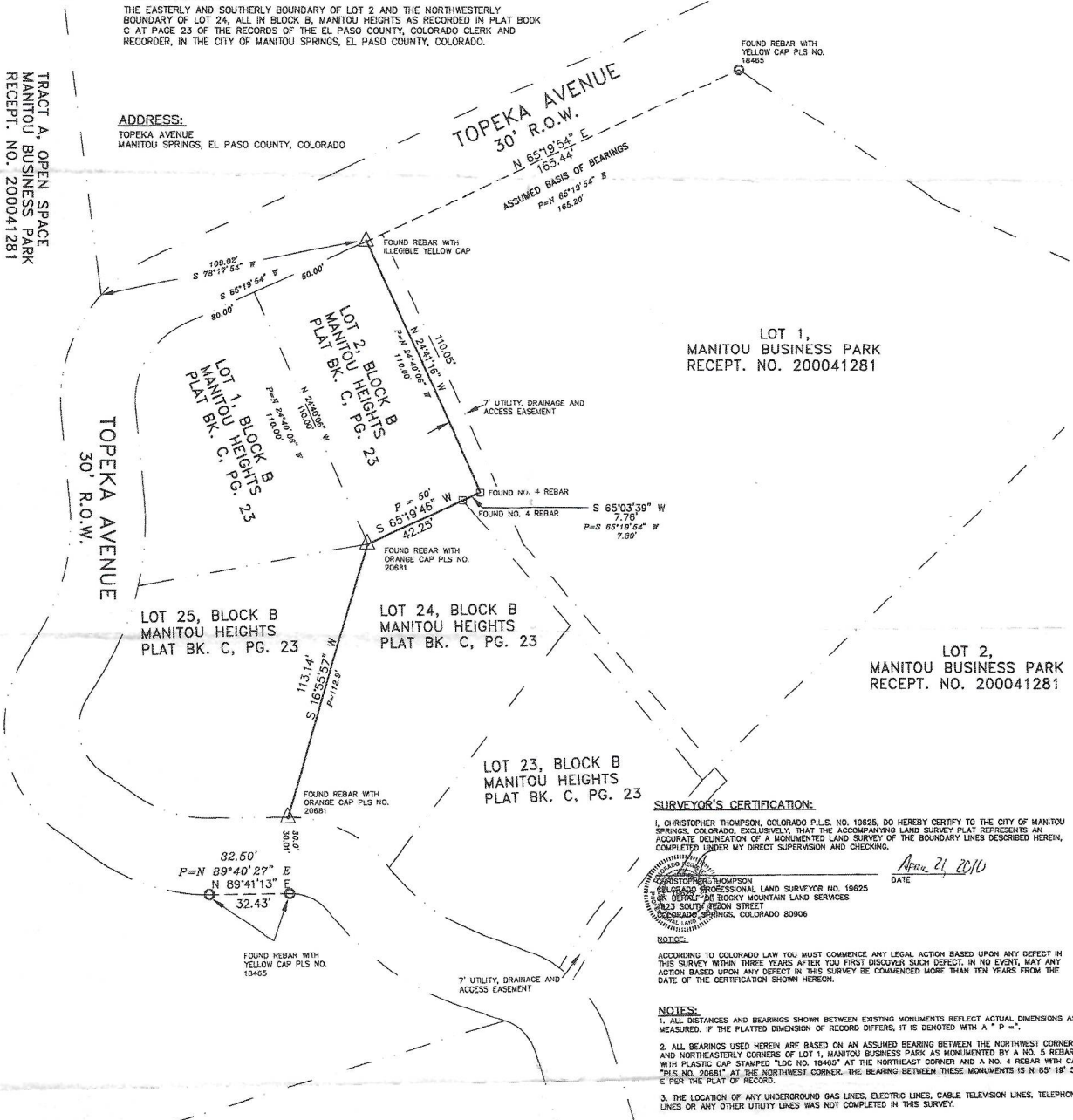
TOPEKA AVENUE, IN THE CITY OF MANITOU SPRINGS, EL PASO COUNTY, COLORADO

LEGAL DESCRIPTION:

THE EASTERLY AND SOUTHERLY BOUNDARY OF LOT 2 AND THE NORTHWESTERLY BOUNDARY OF LOT 24, ALL IN BLOCK B, MANITOU HEIGHTS AS RECORDED IN PLAT BOOK C AT PAGE 23 OF THE RECORDS OF THE EL PASO COUNTY, COLORADO CLERK AND RECORDER, IN THE CITY OF MANITOU SPRINGS, EL PASO COUNTY, COLORADO.

ADDRESS:
TOPEKA AVENUE
MANITOU SPRINGS, EL PASO COUNTY, COLORADO

TRACT A, OPEN SPACE
MANITOU BUSINESS PARK
RECEIPT. NO. 200041281



LOT 1,
MANITOU BUSINESS PARK
RECEIPT. NO. 200041281

LOT 2,
MANITOU BUSINESS PARK
RECEIPT. NO. 200041281

SURVEYOR'S CERTIFICATION:

I, CHRISTOPHER THOMPSON, COLORADO P.L.S. NO. 19825, DO HEREBY CERTIFY TO THE CITY OF MANITOU SPRINGS, COLORADO, EXCLUSIVELY, THAT THE ACCOMPANYING LAND SURVEY PLAT REPRESENTS AN ACCURATE DELINEATION OF A MONUMENTED LAND SURVEY OF THE BOUNDARY LINES DESCRIBED HEREIN, COMPLETED UNDER MY DIRECT SUPERVISION AND CHECKING.

DATE April 21, 2010

CHRISTOPHER THOMPSON
COLORADO PROFESSIONAL LAND SURVEYOR NO. 19825
1623 SOUTH TEJON STREET
ROCKY MOUNTAIN LAND SERVICES
COLORADO SPRINGS, COLORADO 80906

NOTICE:

ACCORDING TO COLORADO LAW YOU MUST COMMENCE ANY LEGAL ACTION BASED UPON ANY DEFECT IN THIS SURVEY WITHIN THREE YEARS AFTER YOU FIRST DISCOVER SUCH DEFECT; IN NO EVENT, MAY ANY ACTION BASED UPON ANY DEFECT IN THIS SURVEY BE COMMENCED MORE THAN TEN YEARS FROM THE DATE OF THE CERTIFICATION SHOWN HEREON.

NOTES:

- ALL DISTANCES AND BEARINGS SHOWN BETWEEN EXISTING MONUMENTS REFLECT ACTUAL DIMENSIONS AS MEASURED. IF THE PLATTED DIMENSION OF RECORD DIFFERS, IT IS DENOTED WITH A "P".
- ALL BEARINGS USED HEREIN ARE BASED ON AN ASSUMED BEARING BETWEEN THE NORTHWEST CORNER AND NORTHEASTERLY CORNERS OF LOT 1, MANITOU BUSINESS PARK AS MONUMENTED BY A NO. 5 REBAR WITH PLASTIC CAP STAMPED "LDC NO. 18465" AT THE NORTHEAST CORNER AND A NO. 4 REBAR WITH CAP "PLS NO. 20681" AT THE NORTHWEST CORNER. THE BEARING BETWEEN THESE MONUMENTS IS N 85° 19' 54" E PER THE PLAT OF RECORD.
- THE LOCATION OF ANY UNDERGROUND GAS LINES, ELECTRIC LINES, CABLE TELEVISION LINES, TELEPHONE LINES OR ANY OTHER UTILITY LINES WAS NOT COMPLETED IN THIS SURVEY.

MONUMENTED LAND SURVEY PLAT DEPOSITING CERTIFICATE:

DEPOSITED THIS _____ DAY OF _____, 2010, A.D. AT _____ O'CLOCK _____ M. UNDER RECEPTION NUMBER _____ OF THE RECORDS OF THE EL PASO COUNTY, COLORADO CLERK AND RECORDER.

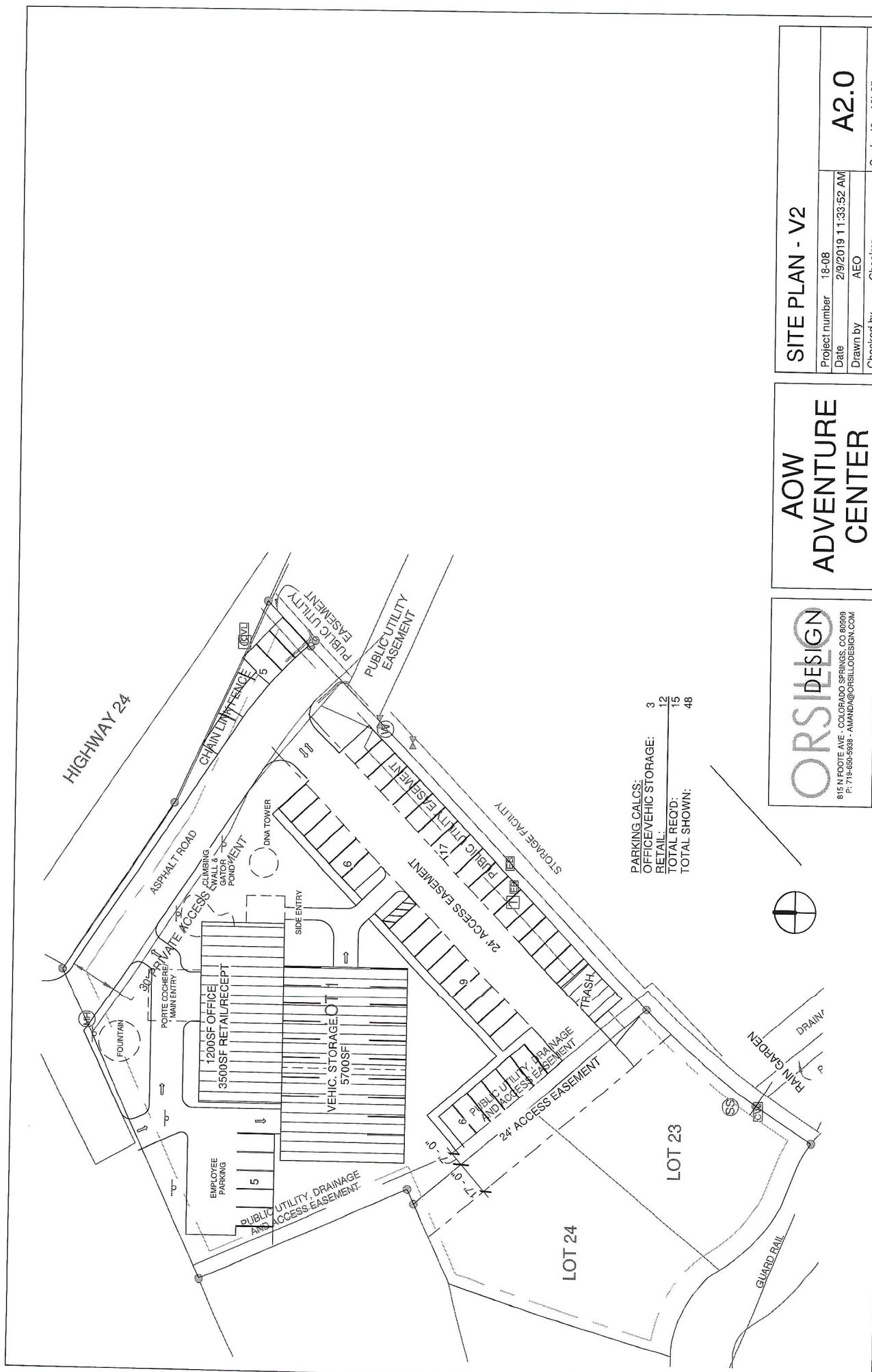
BY: _____ DEPUTY COUNTY CLERK AND RECORDER

SCALE: 1" = 10'
JOB NO.: 31034
APRIL 19, 2010

ROCKY MOUNTAIN LAND SERVICES

1623 SOUTH TEJON STREET
COLORADO SPRINGS, COLORADO
719-630-0559

TRACT C, OPEN SPACE
MANITOU BUSINESS PARK
RECEIPT. NO. 200041281



PARKING CALCS:
 OFFICE/VEHIC STORAGE: 3
 RETAIL: 12
 TOTAL REQD: 15
 TOTAL SHOWN: 48



AOW ADVENTURE CENTER

ORSIDesign
 815 N FOOTE AVE - COLORADO SPRINGS, CO 80909
 P: 719-559-5838 - AMANDA@ORSIDESIGN.COM

SITE PLAN - V2	
Project number	18-08
Date	2/9/2019 11:33:52 AM
Drawn by	AEO
Checked by	Checker
Scale 1" = 40'-0"	



Title: MJT 2603 - 515 Ruxton Ave. - Cog Railway Sunrise Trains
From: Erin Ringsred
To: City Planning Commission
Address of Proposal: 515 Ruxton Ave
Applicant: Ted Johnston, Manitou & Pikes Peak Railway Co.

May 13, 2026

Proposal:

The subject Major Temporary Use Permit requests extended hours of operation on four dates in 2026: Saturday, July 4th; Saturday, July 18th; Saturday, August 1st; and Saturday, September 26th. These dates correspond with America’s Birthday and Colorado Day. The Manitou & Pikes Peak Railway Co. selected these dates for special “Sunrise Openings,” allowing visitors the opportunity to view the sunrise over the eastern Colorado plains from the summit of Pikes Peak. This request would allow the Cog railway to operate trains between Manitou Springs and the Pikes Peak Summit Visitor Center on the selected dates in 2026.

Zone District:

Commercial (C)

Background & Existing Conditions:

The Cog railway operates under a Conditional Use (MaCUP 1902) approved in 2019. MaCUP 1902 conditioned approval on the property’s hours of operation to 7:00 a.m. through 9:00 p.m. The Major Temporary Use Permit requests operation outside of the designated hours in the MaCUP.

The subject property is zoned Commercial and is approximately 17 acres in size. It is adjacent to residentially zoned properties on the north, east, west, and south sides. This property has been used for commercial purposes since the Cog made its first summit in 1891; since then, the railway cars and rails have undergone periodic updates.

The property contains 320 total parking spaces.

Application Detail:



The application details proposed guest arrival and departure times for the above dates in their narrative as copied below:

July 4 - Customer Arrival: 4:00 a.m. Train Departure: 4:30 a.m.

July 18 - Customer Arrival: 4:00 a.m. Train Departure: 4:30 a.m.

August 1 - Customer Arrival: 4:30 a.m. Train Departure: 5:00 a.m.

September 26 - Customer Arrival: 5:10 a.m. Train Departure: 5:40 a.m.

For this excursion, the Cog will utilize one of our new 263 passenger trains. Parking will be provided to customers in our lot and will not interfere with parking for normal operations. Customers will be notified via our electronic ticketing system's text messaging capabilities to remain quiet when arriving, parking and boarding the train at the depot to respect the neighborhood during this time. Trains will return to the Manitou Springs depot during normal operating hours.

The subject request shall only apply to the above dates. Any additional dates would require an additional Major Temporary Use Permit application and hearing.

Public Involvement:

As of the writing of this staff report, the Planning Department has not received any emails or phone calls regarding the proposed Major Temporary Use Permit. The Planning Department mailed a written notice to 24 property owners within 300-feet of the subject site and the site was posted with a poster notifying of the application

Findings & Review Criteria:

The Planning Commission shall issue a temporary use permit upon finding the proposed major temporary use satisfies the requirements set forth in Section 18.4.24, Accessory and Temporary Uses, and:

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;
 - a. *It is staff's judgement the temporary use request will not detrimentally impact the public's overall health, safety, or general welfare. The events will not contain amplified sound and will not interfere with the railway's normal operation. The*



subject request does not reflect any special requests for the operation outside of an additional trip earlier than 7:00 a.m. Further, this Planning Department did not receive any comments or complaints from neighbors about this temporary use when it occurred last year.

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.
 - a. *The subject site contains adequate parking to accommodate the temporary use.*

Staff Recommendation:

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

- The Manitou & Pikes Peak Railway Co. shall notify customers of the sunrise trips to remain quiet while traveling to and while on the property at 515 Ruxton Avenue, out of respect for the surrounding residential properties.
- No amplified sound beyond what is normal for train operation.
- The subject Major Temporary Use Permit only applies to the following four dates in 2026: Saturday, July 4th; Saturday, July 18th; Saturday, August 1st; and Saturday, September 26th

Motion Language Options:

MJT 2603 – Major Temporary Use Permit

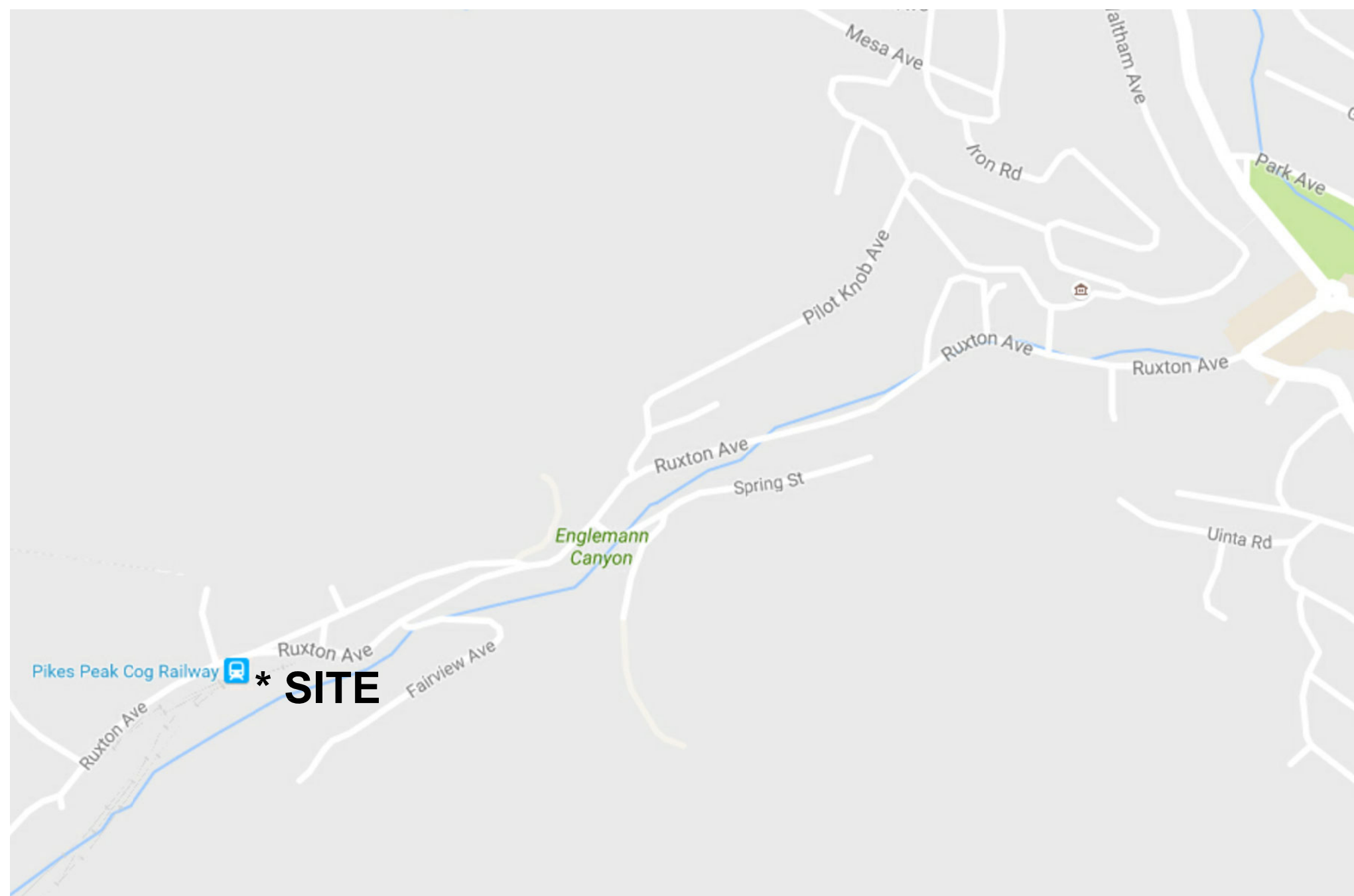
Approve the Major Temporary Use Permit at 515 Ruxton Avenue, based upon the findings that the request meets the review criteria for granting a Major Temporary Use Permit, as set forth in City Code Section 18.06.4.8.(G), with staff’s conditions as outlined.

Approve the Major Temporary Use Permit at 515 Ruxton 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.(G), with an alteration to staff’s conditions as follows...

Deny the Major Temporary Use Permit at 515 Ruxton Avenue, based upon the findings that the request fails to meet the review criteria for granting a Major Temporary Use Permit, as set forth in City Code Section 18.06.4.8.(G).

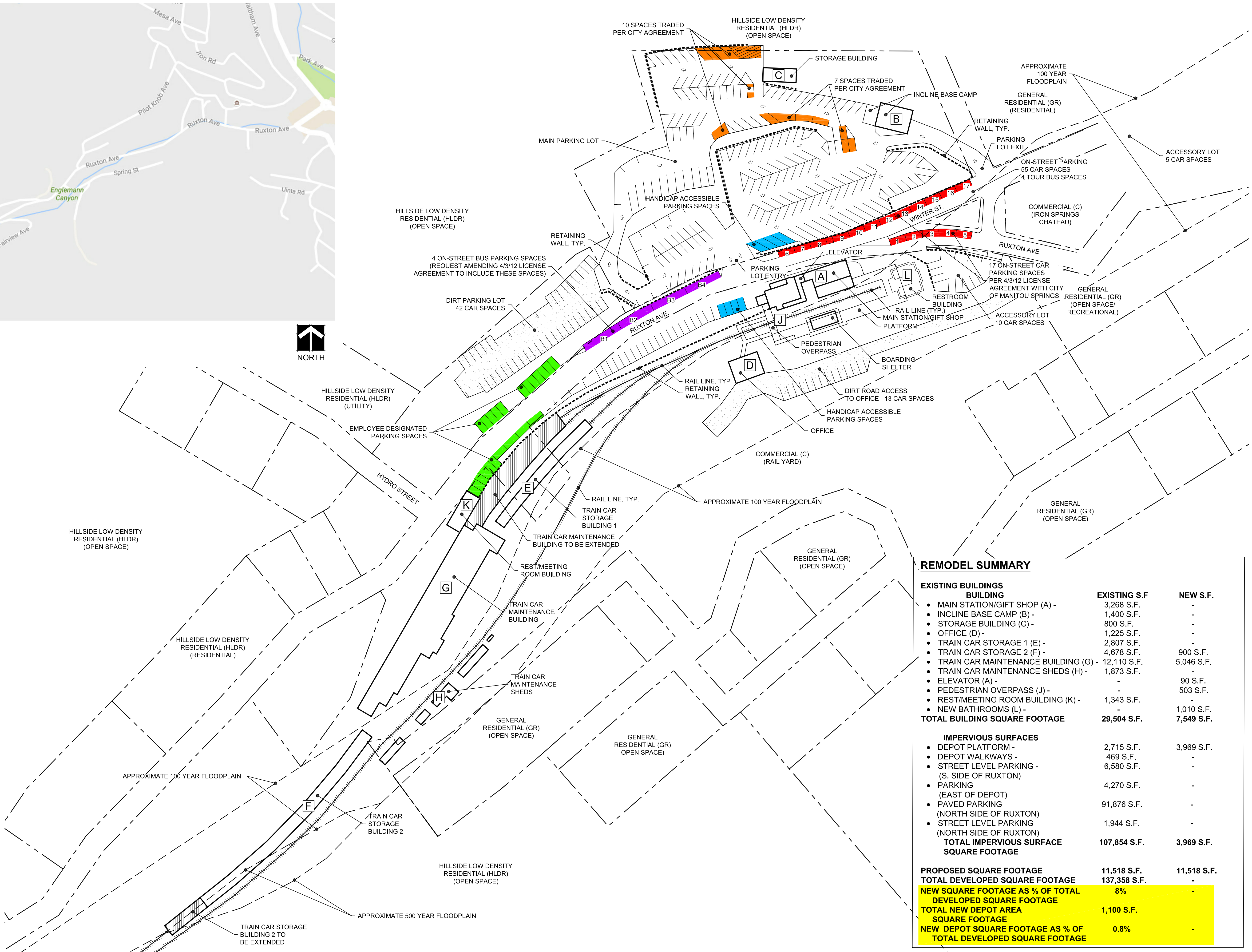


Postpone the Major Temporary Use Permit at 515 Ruxton Avenue to June 10, 2026, for further consideration.



VICINITY MAP

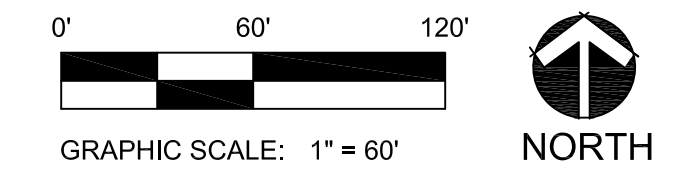
Scale: 1" = 400'



REMODEL SUMMARY

EXISTING BUILDINGS	EXISTING S.F.	NEW S.F.
BUILDING		
• MAIN STATION/GIFT SHOP (A) -	3,268 S.F.	-
• INCLINE BASE CAMP (B) -	1,400 S.F.	-
• STORAGE BUILDING (C) -	800 S.F.	-
• OFFICE (D) -	1,225 S.F.	-
• TRAIN CAR STORAGE 1 (E) -	2,807 S.F.	-
• TRAIN CAR STORAGE 2 (F) -	4,678 S.F.	900 S.F.
• TRAIN CAR MAINTENANCE BUILDING (G) -	12,110 S.F.	5,046 S.F.
• TRAIN CAR MAINTENANCE SHEDS (H) -	1,873 S.F.	-
• ELEVATOR (A) -	-	90 S.F.
• PEDESTRIAN OVERPASS (J) -	-	503 S.F.
• REST/MEETING ROOM BUILDING (K) -	1,343 S.F.	-
• NEW BATHROOMS (L) -	-	1,010 S.F.
TOTAL BUILDING SQUARE FOOTAGE	29,504 S.F.	7,549 S.F.
IMPERVIOUS SURFACES		
• DEPOT PLATFORM -	2,715 S.F.	3,969 S.F.
• DEPOT WALKWAYS -	469 S.F.	-
• STREET LEVEL PARKING - (S. SIDE OF RUXTON)	6,580 S.F.	-
• PARKING (EAST OF DEPOT)	4,270 S.F.	-
• PAVED PARKING (NORTH SIDE OF RUXTON)	91,876 S.F.	-
• STREET LEVEL PARKING (NORTH SIDE OF RUXTON)	1,944 S.F.	-
TOTAL IMPERVIOUS SURFACE SQUARE FOOTAGE	107,854 S.F.	3,969 S.F.
PROPOSED SQUARE FOOTAGE	11,518 S.F.	11,518 S.F.
TOTAL DEVELOPED SQUARE FOOTAGE	137,358 S.F.	-
NEW SQUARE FOOTAGE AS % OF TOTAL DEVELOPED SQUARE FOOTAGE	8%	-
TOTAL NEW DEPOT AREA SQUARE FOOTAGE	1,100 S.F.	-
NEW DEPOT SQUARE FOOTAGE AS % OF TOTAL DEVELOPED SQUARE FOOTAGE	0.8%	-

THE MANITOU & PIKES PEAK RAILWAY COMPANY - SITE PLAN



*THIS PLAN CAN BE PRINTED IN ANY SIZE

PLANNER / L.A.



88 Inverness Circle East, Suite J, Suite 101
Englewood, Colorado 80112
T 303.734.1777 | F 303.734.1778
Architecture | Planning | Golf Design
Landscape Architecture | Visual Media
www.LAIdesigngroup.com

OWNER/CLIENT

The Manitou & Pike's Peak Railway Company
W. Spencer Wren, Jr.
General Manager
P.O. 351 - 515 Ruxton Ave.
Manitou Springs, CO 80829
719.685.1045

PROJECT NAME

**THE MANITOU & PIKES PEAK RAILWAY COMPANY
CONDITIONAL USE PERMIT
SITE PLAN**

ISSUE RECORD

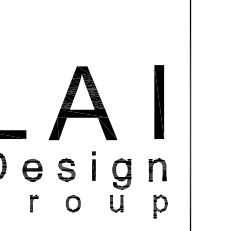
ISSUE	DATE
SUBMITTAL	07/16/16
CUP SUBMITTAL	07/09/19
REVISIONS	09/27/19
SITE PLAN UPDATE	11/22/19

PROJECT #: 16046
DATE: 11-22-2019
BY: DO

SHEET TITLE

SITE PLAN

SHEET NUMBER



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SITE PLAN UPDATE	11/22/19

PROJECT #: 16046
 DATE: 11-22-2019
 BY: DO

SHEET TITLE

PARKING EXHIBIT

SHEET NUMBER

2 of 2

10 SPACES TRADED
 PER CITY AGREEMENT

7 SPACES TRADED
 PER CITY AGREEMENT

17 ON-STREET CAR
 PARKING SPACES
 PER 4/3/12 LICENSE
 AGREEMENT WITH CITY
 OF MANITOU SPRINGS

4 ON-STREET BUS PARKING SPACES
 (REQUEST AMENDING 4/3/12 LICENSE
 AGREEMENT TO INCLUDE THESE SPACES)

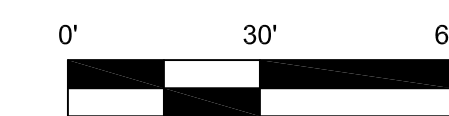
HANDICAP ACCESSIBLE
 PARKING SPACES

HANDICAP ACCESSIBLE
 PARKING SPACES

EMPLOYEE DESIGNATED
 PARKING SPACES

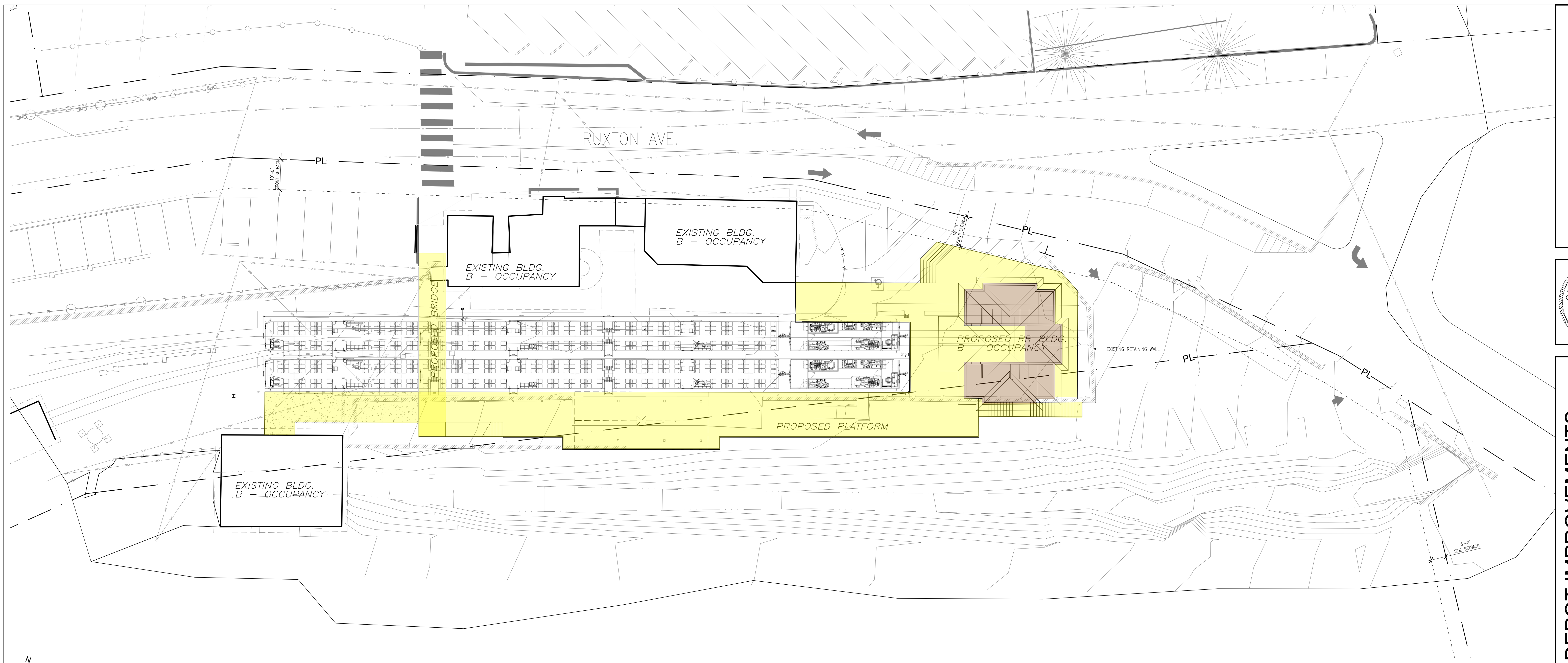
PARKING SUMMARY

• RV	163-171	9
• DIRT	91-132	42
• ON STREET	1-17	17
• ON STREET	45-68	24
• ACC LOT	18-27	10
• OFFICE	28-40	13
• HANDICAP	295-298	4
• HANDICAP	41-44	4
• EMPLOYEE	69-90	22
• MAIN LOT	133-161	29
• MAIN LOT	162	1
• MAIN LOT	172-294	123
• MAIN LOT	299-320	22
TOTALS		320

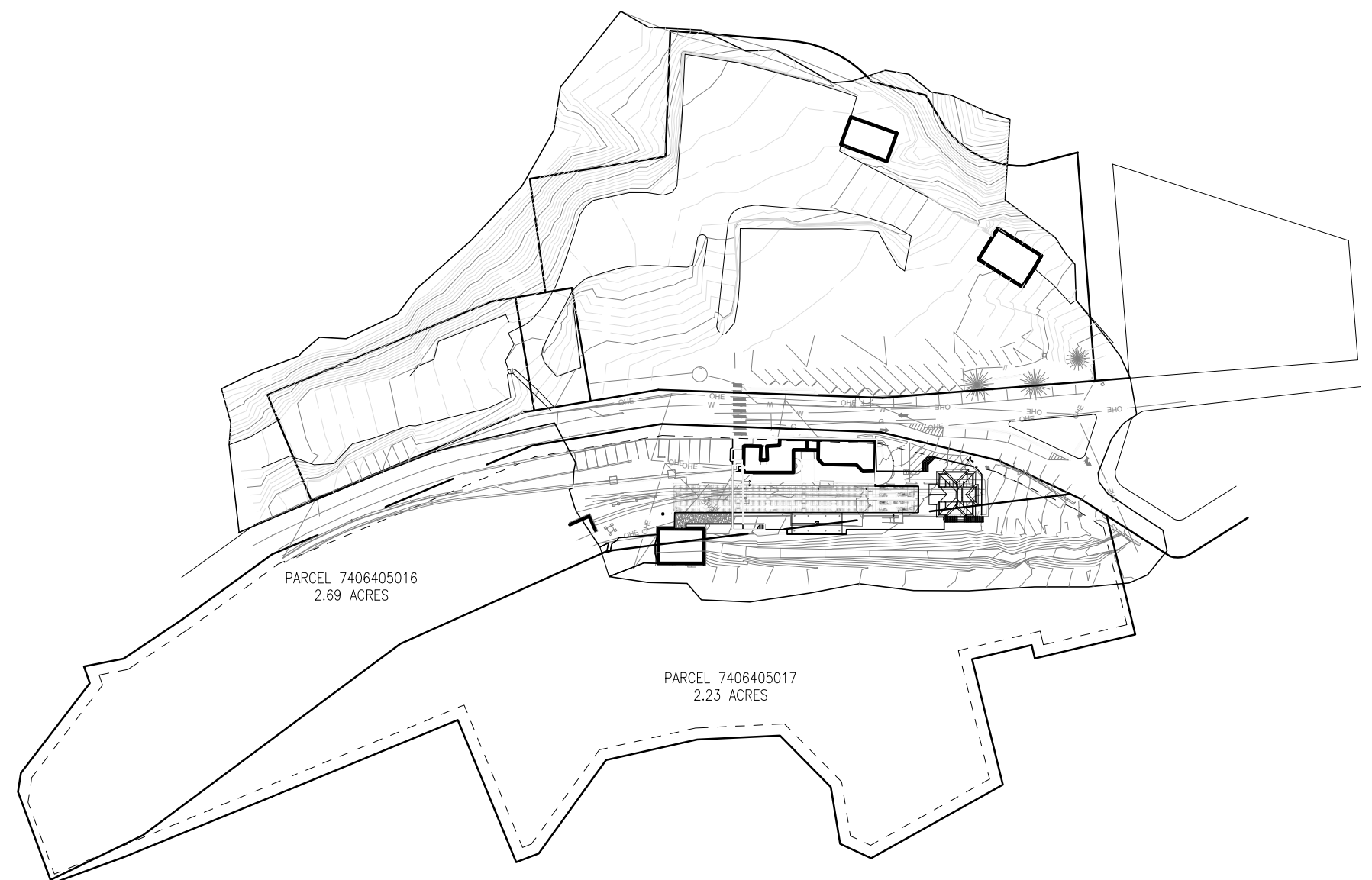


THE MANITOU & PIKES PEAK RAILWAY COMPANY - PARKING INVENTORY

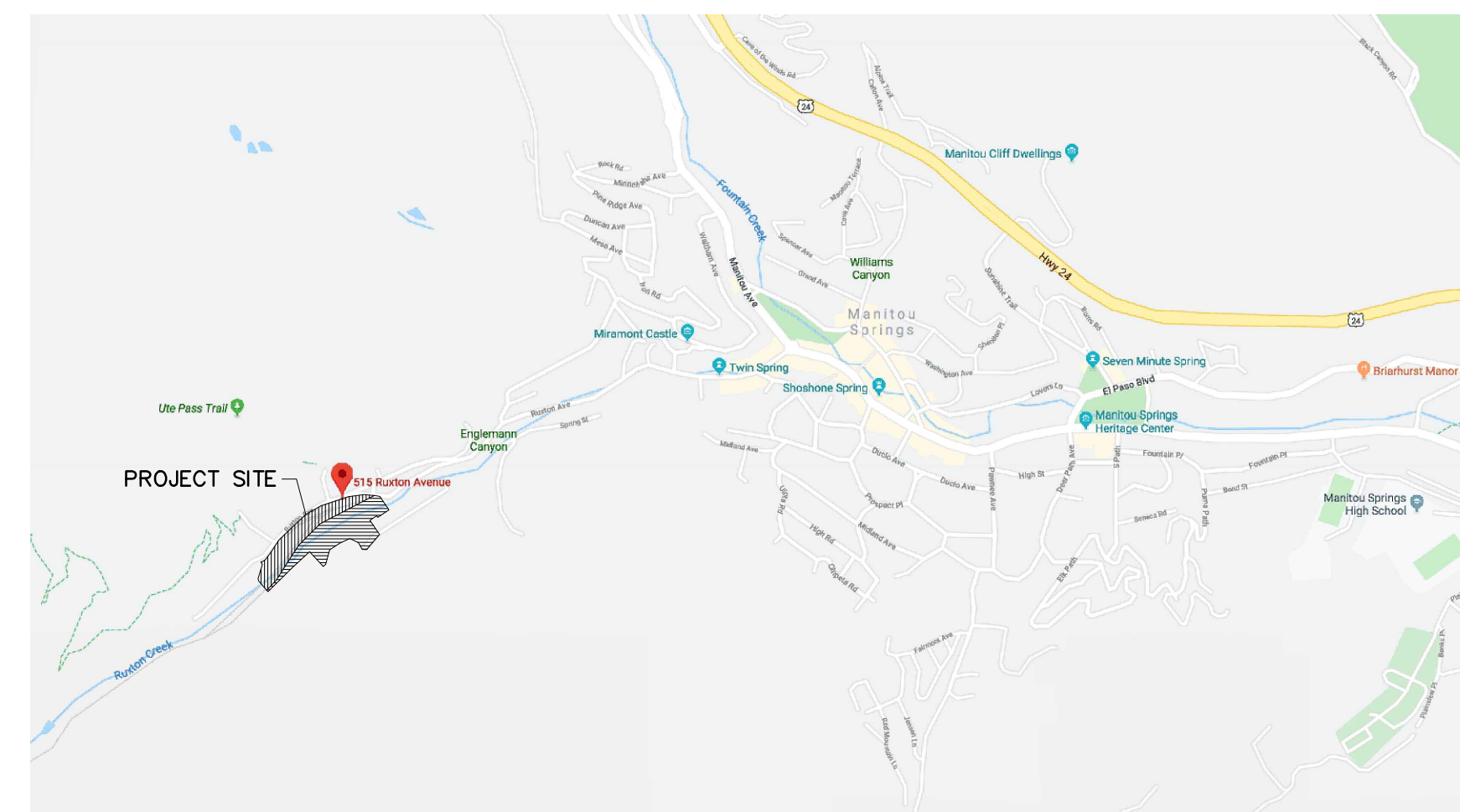
*THIS PLAN CAN BE PRINTED IN ANY SIZE



ENLARGED SITE PLAN
1/16"=1'-0"
1
A02



ENLARGED SITE PLAN
1/128"=1'-0"
2
A02



VICINITY MAP

PROJECT DESCRIPTION

- Remodel of the existing depot buildings: interior/exterior finishes and mechanical systems - no additions or structural modifications
- Installation of a new exterior elevator, bridge walkway, and South platform
- Installation of a new restroom building to match style of existing buildings

SITE ADDRESS: 515 & 535 RUXTON AVE., MANITOU SPRINGS, CO 80829
REAR LOT: 06-14-67

LEGAL DESCRIPTION 515 & 535: THAT PART OF BLK 18 LY N. OF RUXTON CREEK EX THAT PART AS FOLS. BEG AT A PT ON S LN. OF RUXTON AVE AT ITS INTERSECT WITH C/L OF VAC FARVIEW ST. TH SWLY ALG SD C/L 52.47 FT. ANG L 36x29'33" ALG SD C/L 52.94 FT. ANG L 16x00'00" ALG SD C/L 44.44 FT. ANG L 150x29'23" 132.60 FT TO A PT ON ELY LN OF VAC FARVIEW ST. TH ANG L 67x02'00" 15.0 FT TO POB MANITOU IRON SPRINGS COMPANY ADD MANITOU SPOS

LEGAL DESCRIPTION LOT 06-14-67: ALL OF BLK 18 LY S OF RUXTON CREEK EX PART TO HEISTAND MANITOU IRON SPRINGS CO MANITOU SPRINGS, TOG WITH THAT PART OF BLK 22 OF SD SUB AS FOLS. COM AT PT ON S LN. OF RUXTON AVE AT ITS INTERSECT WITH C/L OF VAC FARVIEW ST. TH SWLY ALG SD C/L 52.47 FT. ANG L 36x29'33" ALG SD C/L 52.94 FT. ANG L 16x00'00" ALG SD C/L 44.44 FT FOR POB. TH ANG L 45x40'33" 120.00 FT. ANG L 161x36'33" 101.50 FT TO PT ON WLY LN OF VAC FARVIEW ST. ANG L 02x23'00" 15.0 FT TO PT ON C/L OF VAC FARVIEW ST. TH ANG L 90x00'00" ALG SD C/L 37.55 FT TO POB. EX THAT PART CONV BY BK 5075-987

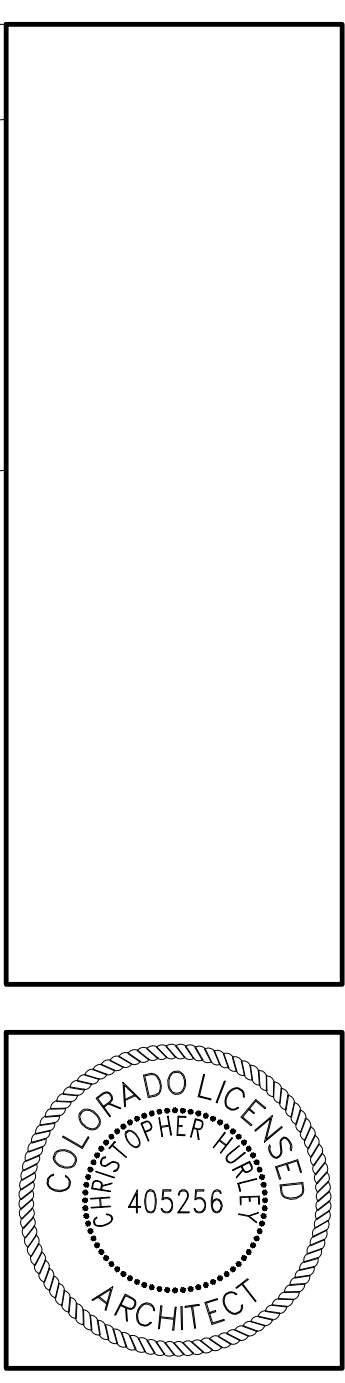
TAX SCHEDULE NO.: 7406403006 & 7406405017
GRADE PLANE ELEVATION: 6,565'

ZONING: C - COMMERCIAL
RESTROOM - TYPE VB
PLATFORM - TYPE IB
CONSTRUCTION: RESTROOM - WOOD FRAME
PLATFORM - STEEL FRAME W/ NON-COMBUSTIBLE DECKING

AUTOMATIC FIRE SPRINKLERS: NONE
FIRE ALARM: NONE
OCCUPANCY OF SCOPE OF WORK: RESTROOM B - BUSINESS
MAX BUILDING HEIGHT: 35'-0" PER MSJC / 40'-0" PER IBC = 35'-0"
ACTUAL RESTROOM BUILDING HEIGHT: 22'-3"
FRONT SETBACK: 10'-0" MANITOU SPRINGS MUNICIPAL CODE 18.64
SIDE SETBACKS: 5'-0" MANITOU SPRINGS MUNICIPAL CODE 18.64
REAR SETBACK: 10'-0" MANITOU SPRINGS MUNICIPAL CODE 18.64

AREAS

AREAS	
PARCEL 7406405016 LOT SIZE:	117,176 SF (2.69 ACRES)
PARCEL 7406405017 LOT SIZE:	97,139 SF (2.23 ACRES)
CONSOLIDATED LOTS TOTAL:	214,315 SF
EXISTING COMM EQUIP BUILDINGS:	6,766 SF
EXISTING UTILITY BUILDINGS:	1,735 SF
EXISTING SERVICE GARAGE:	11,927 SF
EXISTING COMMERCIAL OFFICE:	1,996 SF
EXISTING COMMERCIAL RETAIL:	4,913 SF
TOTAL EXISTING BUILDING SF:	27,337 SF
PROPOSED RESTROOM FOOTPRINT:	942 SF
PROPOSED PLATFORM & NEW HARDSCAPE:	5,709 SF
PROPOSED BRIDGE:	600 SF
TOTAL PROPOSED IMPROVEMENTS:	7,251 SF



COG RAILWAY DEPOT IMPROVEMENTS
515 RUXTON AVE.
MANITOU SPRINGS, CO 80829

REVISIONS		
NO.	DATE	ISSUE

DATE
11/20/2019

SHEET TITLE
SITE PLAN

A-02



April 10, 2026

Frederick Rollenhagen
Planning Director – City of Manitou Springs
606 Manitou Ave.
Manitou Springs, CO 80829

Subject: Cog Railway Sunrise Trains

Dear Mr. Rollenhagen,

The Manitou & Pikes Peak Cog Railway is requesting a Major Temporary Use Permit for extended hours to operate trains between Manitou Springs and the summit of Pikes Peak on select dates in 2026 in conjunction with extended operating hours of the Pikes Peak Visitor Center. The Visitor Center has the following four dates in 2024 selected for special “Sunrise Openings,” allowing visitors the unique opportunity to view the sunrise over the eastern Colorado plains from 14,115 feet:

- Saturday, July 4 – America’s 250th Birthday
- Saturday, July 18
- Saturday, August 1 – Colorado Day (Colorado’s 150th Birthday)
- Saturday, September 26

The Cog has been invited to participate in these early openings alongside the Pikes Peak Highway. The Cog views this as an opportunity to partner with the Manitou Springs community through donating a portion of ticket sales to a Manitou Springs cause and/or organization, such as the Manitou Springs School District’s Mustang Club or the Manitou Springs Volunteer Fire Department.

To participate in these sunrise openings, the Cog will need to be able to operate trains early in the morning to allow trains to reach the summit of Pikes Peak prior to sunrise. The following table shows approximate customer arrival times and train departure times (+/- 20 minutes) for each date:

Date	Customer Arrival	Train Departure
July 4	4:00 a.m.	4:30 a.m.
July 18	4:00 a.m.	4:30 a.m.
August 1	4:30 a.m.	5:00 a.m.
September 26	5:10 a.m.	5:40 a.m.

For this excursion, the Cog will utilize one of our new 263 passenger trains. Parking will be provided to customers in our lot and will not interfere with parking for normal operations. Customers will be notified via our electronic ticketing system's text messaging capabilities to remain quiet when arriving, parking and boarding the train at the depot to respect the neighborhood during this time. Trains will return to the Manitou Springs depot during normal operating hours.

A property description along with a property map have all been previously submitted to the City as part of the Cog's conditional use permit (MaCUP 1902). No changes have been made since that submission.

The Cog appreciates your attention to this matter and we look forward to continuing our partnership with the City of Manitou Springs.

Best Regards,

A handwritten signature in black ink that reads "Ted Johnston". The signature is written in a cursive style with a large, stylized "J" at the end.

Ted Johnston
General Manager



Title: Multiple Applications - two dwelling units
From: Chelsea Royston, AICP
To: City Planning Commission
Address of Proposal: 944 and 946 Midland Avenue
Applicant: LGA Studios

May 13, 2026

Proposal:

This application package consists of a Minor Development Plan, a height variance, and a setback variance. Each application has a report and shall be voted upon independently.

Zone District:

General Residential

Background & Existing Conditions:

See Staff Reports for VAR 2603, VAR 2604, MNR 2602

Application Detail:

See Staff Reports for VAR 2603, VAR 2604, MNR 2602

Public Involvement:

See Staff Reports for VAR 2603, VAR 2604, MNR 2602

Findings & Review Criteria:

See Staff Reports for VAR 2603, VAR 2604, MNR 2602

Staff Recommendation:

Staff recommends that approval of the Minor Development Plan be contingent on the approval of the two variances. Should the City Planning Commission find it appropriate to approve the Minor Development Plan and two variances, staff recommends the following conditions:

1. Should the applicant find it necessary to modify the plans, changes that reduce the extent of the variances may be administratively approved without additional review by the City Planning Commission.

Motion Language Options:

VAR 2603 – Variance (height)

Approve the Variance VAR 2603 at 944 Midland Avenue and 946 Midland Avenue, 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 staff's conditions as outlined.



Approve the Variance VAR 2603 at 944 Midland Avenue and 946 Midland Avenue, 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 an alteration to staff's conditions as follows...

Deny the Variance VAR 2603 at 944 Midland Avenue and 946 Midland Avenue, 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 2604 at 944 Midland Avenue and 946 Midland Avenue to June 10, 2026 for further consideration.

VAR 2604 – Variance (setback)

Approve the Variance VAR 2604 at 944 Midland Avenue and 946 Midland Avenue, 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 staff's conditions as outlined.

Approve the Variance VAR 2604 at 944 Midland Avenue and 946 Midland Avenue, 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 an alteration to staff's conditions as follows...

Deny the Variance VAR 2604 at 944 Midland Avenue and 946 Midland Avenue, 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 2604 at 944 Midland Avenue and 946 Midland Avenue to June 10, 2026

MNR 2602 - Minor Development Plan

Approve the Minor Development Plan MNR 2602 at 944 Midland Avenue and 946 Midland Avenue, based upon the findings that the request meets the review criteria for approving a Minor Development Plan, as set forth in City Code Section 18.06.4.12, with staff's conditions as outlined.

Approve the Minor Development Plan MNR 2602 at 944 Midland Avenue and 946 Midland Avenue, based upon the findings that the request meets the review criteria for granting a Minor Development Plan,, as set forth in City Code Section 18.06.4.12, with an alteration to staff's conditions as follows...

Deny the Minor Development Plan MNR 2602 at 944 Midland Avenue and 946 Midland Avenue, based upon the findings that the request does not meet the review criteria for granting a Minor Development Plan, as set forth in City Code Section 18.06.4.12.



Postpone the Minor Development Plan MNR 2602 at 944 Midland Avenue and 946 Midland Avenue to June 10, 2026 for further consideration.



Manitou Springs Land Use & Development Code

DEVELOPMENT COVER SHEET

The main component of any application is demonstration of compliance with the LUDC. Applicants are expected to review the specific submittal checklists and standards, found at www.manitouspringsgov.com.

APPLICATION INFORMATION

Project Information

Project Name Summit Ministries

Physical Address 944 & 946 Midland Ave

Lot, Subdivision Lot 2 & Lot 3 Pear Ring Subdivision

Tax Schedule Number (TSN) 7405311016 & 7405311017

Pre-Application Conference Number (if applicable) 251202

Property Owner

Name Summit Ministries Phone [REDACTED]

Email [REDACTED] ZIP 80829

Mailing Address [REDACTED]

Agent/Applicant

Name LGA Studios/ EV Studio Phone [REDACTED]

Email [REDACTED] ZIP 80903

Mailing Address [REDACTED]

Designate Primary Contact

- Property Owner Agent/Applicant

Application Package

- Application Fee.** Fees are cumulative. Applications for multiple types of permits, or for multiple permits of the same type, require multiple fees. See City Fee Schedule for list of application fees.
- Electronic Submittal.** A complete digital file of the application with attachments/plans sent to planningdept@manitouspringsco.gov.
- Hard Copy Submittal.** A complete printed file of the application with attachments/plans.
- Corporations and Partnerships.** If the owner is a partnership or corporation, proof that the owner can sign on behalf of the partnership or corporation.
- Response to Submittal Checklist.** All applications require response to applicable review standards, as outlined on the submittal checklists for each application type. If a pre-application conference is held, submittal checklists will be provided at the conference. If no pre-application conference is required, see the website for the applicable checklists.

For Office Use Only

Action Number: _____ Fee Paid: _____



APPLICATION TYPE

Physical Development Permits

- Concept Plan
- Minor Site Plan
- Minor Development Plan
- Major Development Plan
- Hillside Development Plan
- Sign Permit
- Grading Permit
- Material Change of Appearance

Use Permits

- Conditional Use Permit
- Short-term Rental Permit
- Long-term Occupancy Permit
- Wireless Facility Permit
- Temporary Use Permit – Minor
- Temporary Use Permit- Major

Subdivisions

- Minor Subdivision
- Major Subdivision
- Preliminary Plat
- Final Plat
- Boundary Adjustment
- Revised Final Plat
- Waiver of Replat
- Easement Vacation
- Rights-of-Way Vacation

Relief from the LUDC

- Waiver
- Variance

Amendments

- LUDC Amendment
- Minor Modification
- Rezoning

Applicant’s Statement

I understand the procedures that apply to my request and acknowledge an incomplete application shall not be processed or scheduled for public hearing until such time as it is complete. City acceptance of the application, fee, and any accompanying materials does not constitute completeness. I further agree to reimburse the City for technical and professional consultant expenses that may be incurred during the review of my request. Failure to reimburse the City for invoiced expenses constitutes an incomplete application. I understand and acknowledge the use or action for which approval is requested is not allowed unless the permit is granted. I understand a pre-application appointment is required a minimum of 10 workdays prior to submission deadline.

[Redacted Signature] 2/10/26

 Applicant’s Signature Date

Owner’s Statement

I have read and agree to the above statements. In addition, if I am not the applicant for this request, I further give the above designated applicant permission to make the request on my behalf.

[Redacted Signature] 2/11/2026

 Property Owner’s Signature Date
CFO, Summit Ministries

April 8, 2026

Property: 944 & 946 Midland Ave

Owner: Summit Ministries
941 Osage Ave
Manitou Springs, CO 80829
(866) 786-6483
Jeff.wood@summit.org

Contractor: TBD

Architectural Designer: EV Studio
201 E Las Animas Ste 113
Colorado Springs, CO 80903
(719) 635-0880
Michelle.Williams@evstudio.com

944 & 946 Midland Avenue are currently undeveloped lots with small existing shed structures intended to be removed. According to the El Paso County Assessor, the neighboring houses were built between 1914 and 1997, with 935 Midland built in 1997, 936 Midland built in 1914, 937 Midland built in 1956, 945 Midland built in 1946, and 950 Midland built in 1924.

Summit Ministries purchased these lots with the intention to provide affordable housing for staff with families. The design intent of this project is to create two comfortable and efficient homes that also fit well within the historical architectural context of the neighborhood while providing off-street parking. The design was created based on the simple forms and detailing of the craftsman and folk victorian style including a covered front porch and decks at the rear of the homes to provide outdoor living while using simple clean lines and exterior materials that fit within the neighborhood. The visual impact will be minimal, and fit into the neighborhood styles.

The MCAC has reviewed and approved a 30' building height to allow for steeper roofs that enhance architectural character. The majority of the roofs of both homes fit within this 30' envelope, but due to site constraints of soils, steep grade, and civil engineering, the height of the homes has been set to allow for garage access and driveway slope that is reasonable with the existing grades at the street. Because of this, the rear portion of the homes would require additional building height relief in addition to the 30' in order to avoid having a flat roof on the structure. We also explored setting the house lower on the site, but with that options the driveway became too steep and would cause the driveway to slope down into the garage which is a drainage concern. We also explored various options to locate the garage at the lower level of the home, but due to access restrictions, none of those options were feasible. Due to these site constraints, we are requesting a 35' building height which is comparable to other hillside height limitations in the surrounding area. With the granting of this variance, the building height will not overwhelm the street view and will fit in with the character of the neighborhood.

These undeveloped lots slope substantially from the street to the majority of a level site. In an effort to keep build costs reasonable (to reduce the amount of fill dirt needed), and to allow a nice rear yard, the owner is seeking a variance to allow the homes to be placed as close to the front of the property and the street as reasonable. A front yard setback of 10 feet is being requested for both 944 and 946 Midland Avenue. Granting of this front setback variance will also provide building alignment with adjacent homes along Midland Ave. The MCAC approved a side setback of 5'-0" (south) for 946 Midland Ave.



All other aspects of the design meet the development standards and are in conformance with the goals and policies adopted by city council. The exterior materials are harmonious with the surrounding neighborhood. This project involves mitigating a site with poor soils and steep slopes and with a development that will improve and enhance the neighborhood.

The owner is planning on having all improvements made by summer of 2027.

Respectfully,
Michelle Williams

Photos of 944 & 946 Midland Ave:



Photos of other Midland Ave homes:

935 Midland Ave



936 Midland Ave



937 Midland Ave



945 Midland Ave



950 Midland Ave



901 Midland Ave



944 Midland Ave. Exterior material and color selections:

- **Siding:** 6" Wood lap siding – painted
- **Trim:** Wood – painted
- **Fascia/trim:** Wood – Painted
- **Shingle Siding:** Half-cove wood shingles – painted
- **Roof:** Asphalt shingles – GAF Timberline
- **Windows:** Fiberglass Windows
- **Doors:** Fiberglass Doors
- **Front Door:** Fiberglass paneled door
- **Garage Door:** Overhead Door – paneled with lites – Painted
- **Timbers:** Wood timbers – painted
- **Railings:** Metal – Painted
- **Exposed foundation:** Concrete – Painted
- **Retaining walls:** Broadmoor boulders (or similar)
- **Driveway:** Asphalt paving
- **Porch:** 4" concrete – Broom finish
- **Patios:** 4" concrete – Broom finish

946 Midland Ave. Exterior material and color selections:

- **Siding:** Wood Board & Batten siding – painted
- **Trim:** Wood – Painted
- **Fascia/trim:** Wood – Painted
- **Shingle Siding:** Half-cove wood shingles – painted
- **Roof:** Asphalt shingles – GAF Timberline
- **Windows:** Fiberglass Windows
- **Doors:** Fiberglass Doors
- **Front Door:** Fiberglass paneled door
- **Garage Door:** Overhead Door – paneled with lites – Painted
- **Timbers:** Wood timbers – painted
- **Railings:** Metal – Painted
- **Exposed foundation:** Concrete – Painted
- **Retaining walls:** Broadmoor boulders (or similar)
- **Driveway:** Asphalt paving
- **Porch:** 4" concrete – Broom finish
- **Patios:** 4" concrete – Broom finish

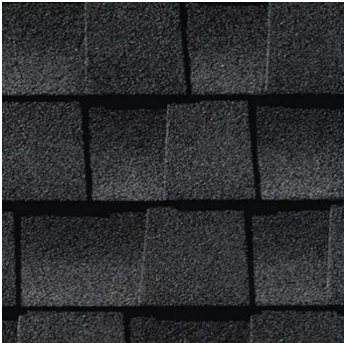
**944 Midland Ave
Proposed Materials:**



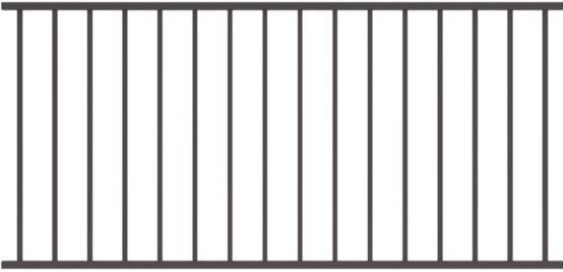
Lap siding



Shingle style



Roof



Railing



Windows



Sliding Glass Door



Front Door Style



Garage Door Style

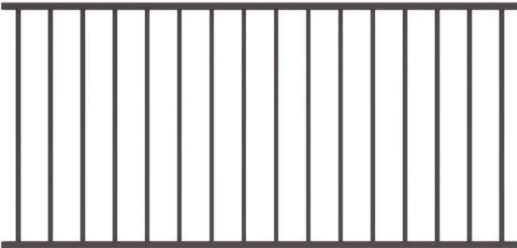
**946 Midland Ave
Proposed Materials:**



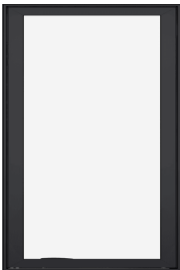
Board & Batten siding



Roof



Railing



Windows



Sliding Glass Door



Front Door



Garage Door Style

ADDRESSES:

- 1.) 944 MIDLAND AVENUE
- 2.) 946 MIDLAND AVENUE

LEGAL:

- 1.) LOT 3, PEAR RING SUB, IN THE CITY OF MANITOU SPRINGS, EL PASO COUNTY, COLORADO.
- 2.) LOT 2, PEAR RING SUB, IN THE CITY OF MANITOU SPRINGS, EL PASO COUNTY, COLORADO.

SITE DATA:

1.) LOT SIZE = 4,904 SQ.FT
 BUILDING FOOTPRINT =
 HOUSE= 1,094 SQFT
 GARAGE= 208 SQFT
 PORCH= 24 SQFT
 DECK= 176 SQFT
 TOTAL= 1,502 SQFT
 LOT COVERAGE = 30.6%
 ZONING = GR
 TAX SCHEDULE #= 74053-11-017
 BUILDING HEIGHT = SEE ELEVATIONS

2.) LOT SIZE = 4,500 SQ.FT
 BUILDING FOOTPRINT =
 HOUSE= 1,094 SQFT
 GARAGE= 208 SQFT
 PORCH= 24 SQFT
 DECK= 176 SQFT
 TOTAL= 1,502 SQFT
 LOT COVERAGE = 33.4%
 ZONING = GR
 TAX SCHEDULE #= 74053-11-016
 BUILDING HEIGHT = SEE ELEVATIONS

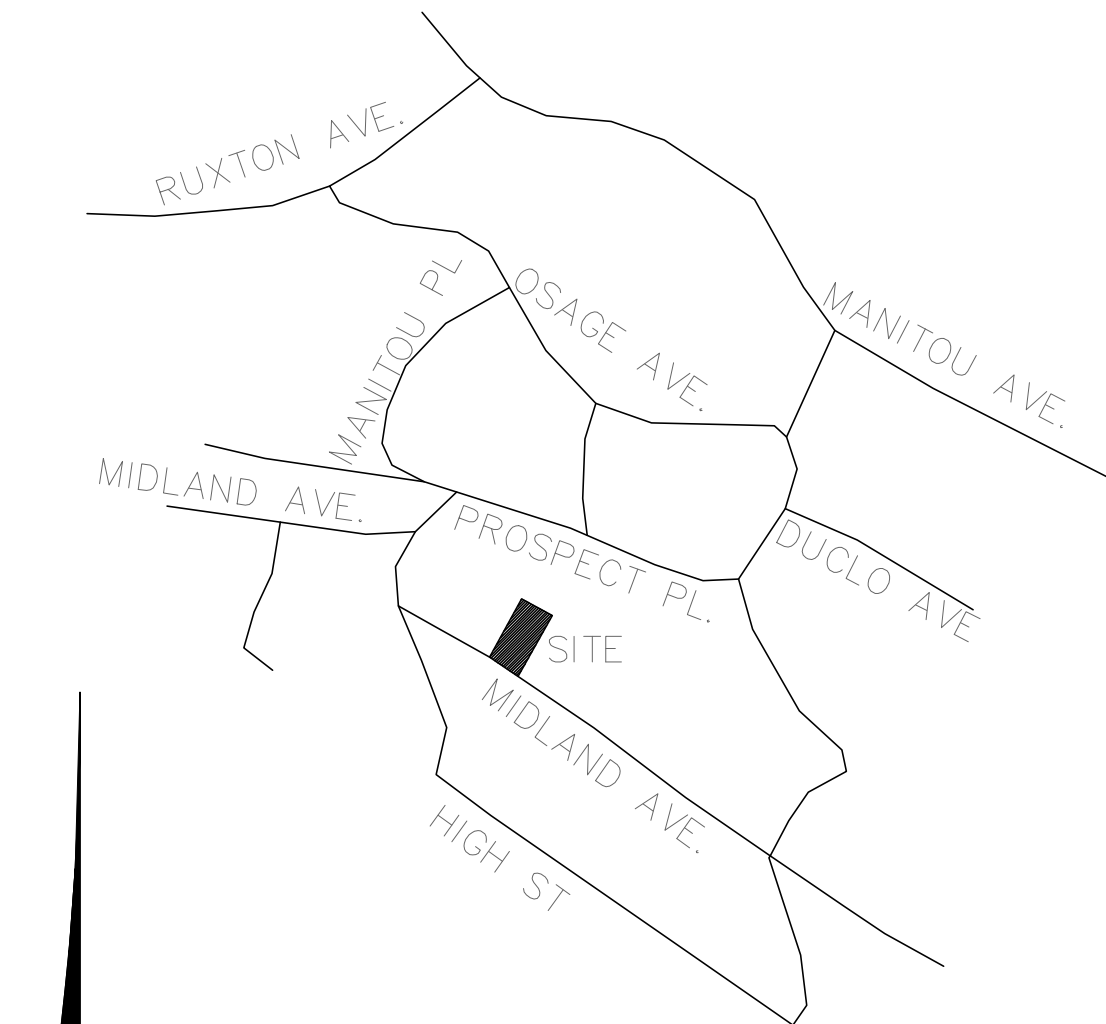
SITE INFO:

CLIENT/OWNER INFO:

SUMMIT MINISTRIES INC
 941 OSAGE AVENUE
 MANITOU SPRINGS, CO. 80829

CONTOURS:

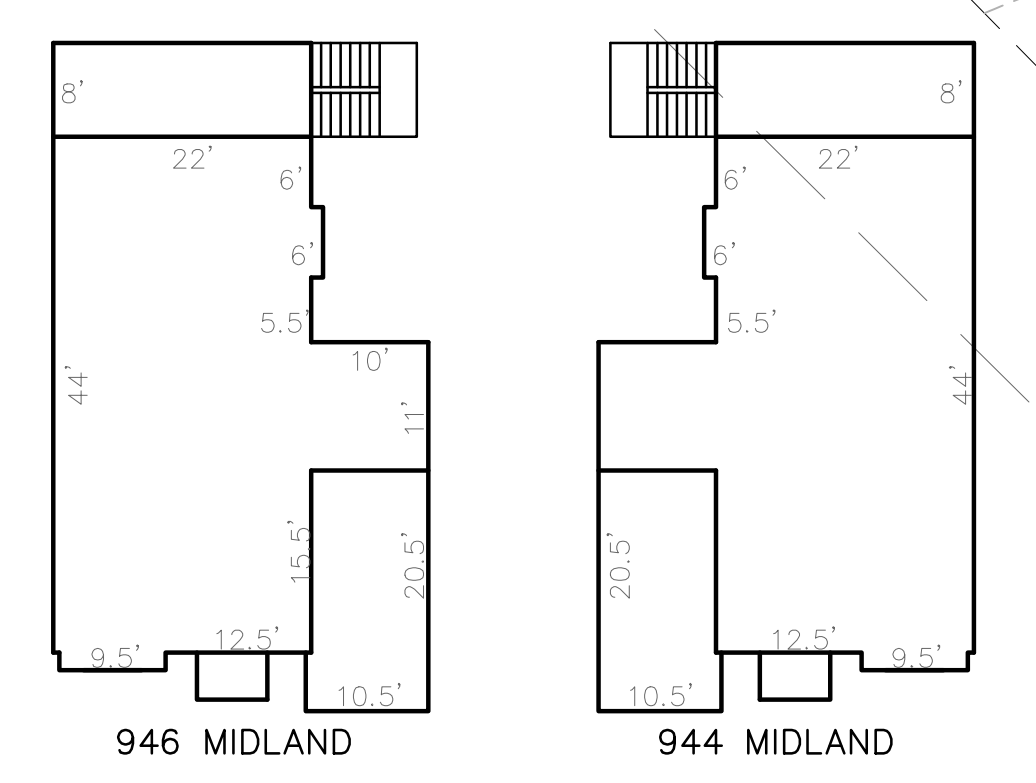
LWA LAND SURVEYING, INC.
 953 E. FILLMORE STREET
 COLORADO SPRINGS, CO
 80907
 PHONE: (719) 636-5179



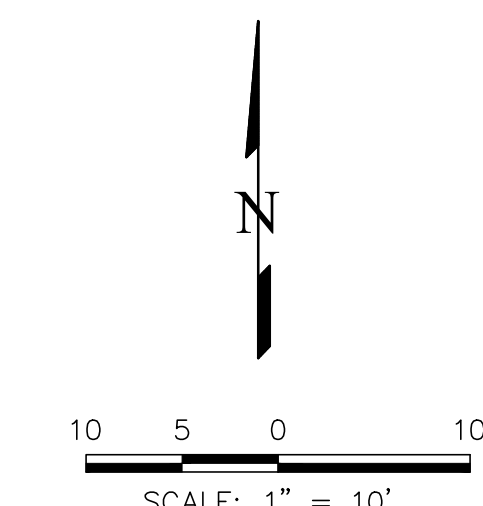
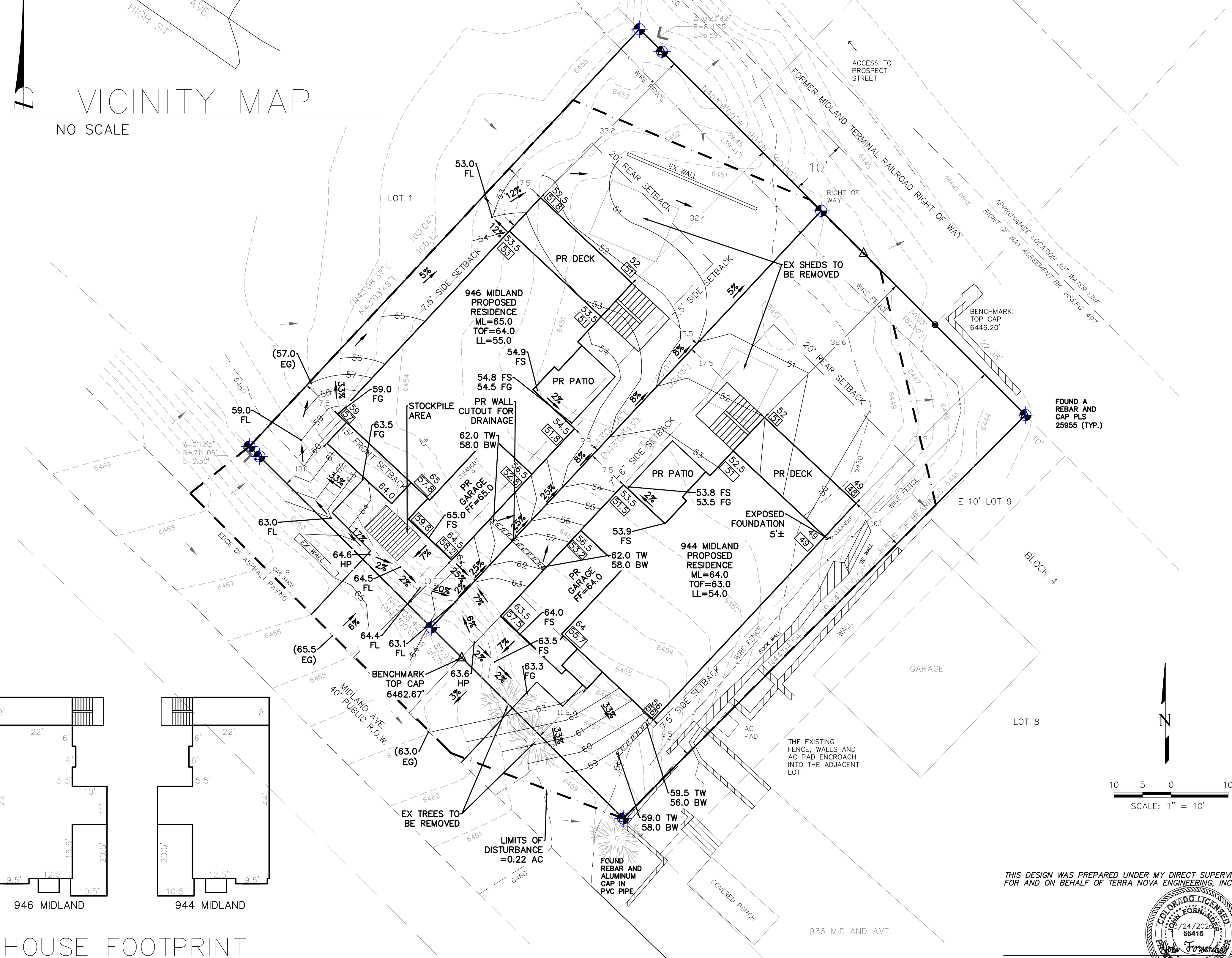
VICINITY MAP
 NO SCALE

GRADING LEGEND

- 6311 --- EXISTING CONTOURS - MINOR
- 6310 --- EXISTING CONTOURS - MAJOR
- 92 --- PROP CONTOURS - MINOR
- 90 --- PROP CONTOURS - MAJOR
- — — PROPERTY LINE
- — — PROP FLOW
- ▤ PROPOSED RETAINING WALL
- 61.0 FG — PROP FINISHED GRADE
- — — EXISTING FLOW
- 61.0 FS --- LIMITS OF DISTURBANCE
- 61.0 FS --- FINISHED SURFACE GRADE
- (61.0 EG) --- EXISTING (BUILDING) GRADE
- 61.0 FL --- FLOW LINE GRADE
- TW TOP OF WALL
- BW FINISHED GRADE AT BOTTOM OF WALL
- 🌳 TREE TO REMAIN



HOUSE FOOTPRINT
 NO SCALE



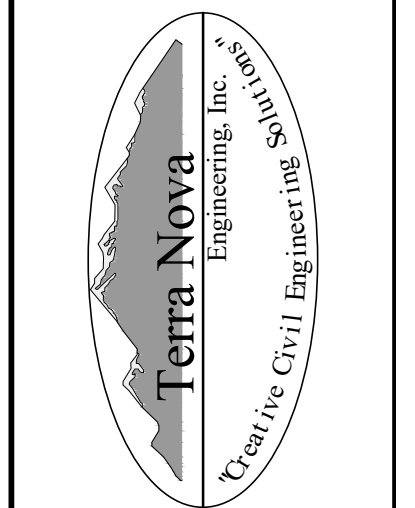
THIS DESIGN WAS PREPARED UNDER MY DIRECT SUPERVISION FOR AND ON BEHALF OF TERRA NOVA ENGINEERING, INC.



REVISIONS	NO.	DESCRIPTION	DATE

UNTIL SUCH TIME AS THESE DRAWINGS ARE APPROVED BY THE APPROPRIATE REVIEWING AGENCIES, THIS DRAWING IS NOT TO BE USED FOR ANY PURPOSES DESIGNATED BY WRITTEN AUTHORIZATION.

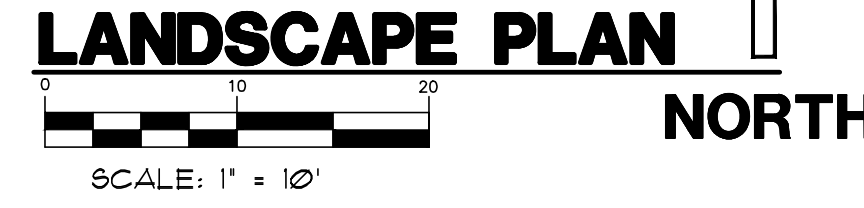
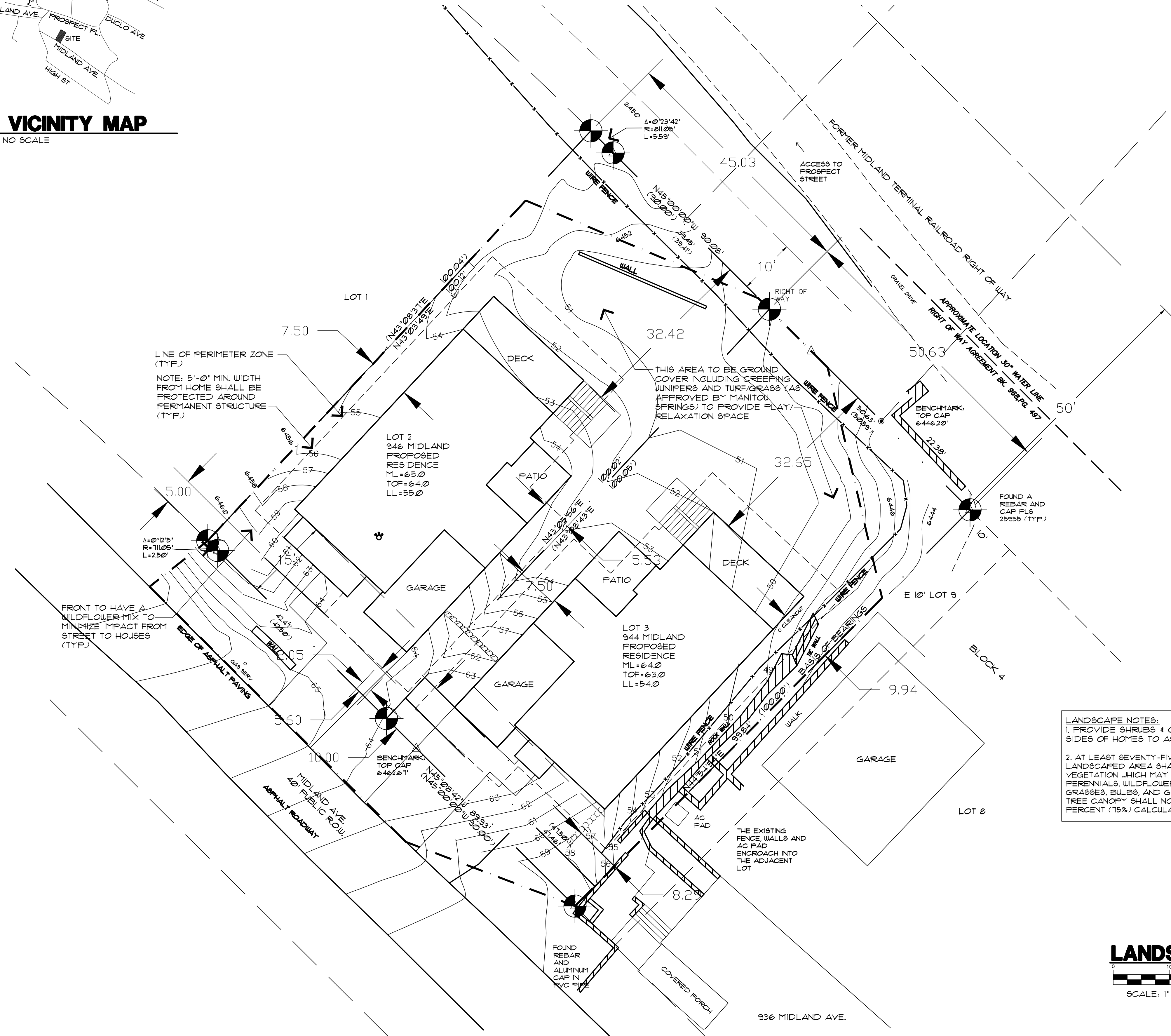
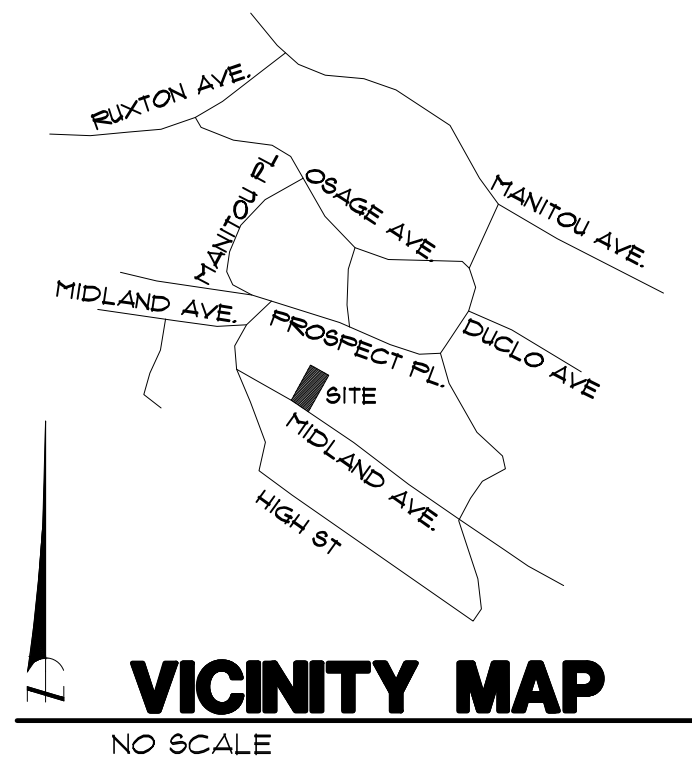
PREPARED FOR:
SUMMIT MINISTRIES INC
 ATTN: 941 OSAGE AVENUE
 MANITOU SPRINGS, CO 80929



721 S. 23RD STREET
 COLORADO SPRINGS, CO 80904
 OFFICE: 719-635-6422
 FAX: 719-635-6426
 www.tneng.com

944 MIDLAND AVENUE
 DRAINAGE PLAN & PROPERTY MAP

DESIGNED BY JF
DRAWN BY JF
CHECKED BY
H-SCALE AS SHOWN
V-SCALE N/A
JOB NO. 2612.00
DATE ISSUED 3/24/26
SHEET NO. 1 OF 1



SITE INFO:

- ADDRESSES:**
1) 944 MIDLAND AVENUE
2) 946 MIDLAND AVENUE
- LEGAL:**
1) LOT 3, FEAR RING SUB, IN THE CITY OF MANITOU SPRINGS, EL PASO COUNTY, COLORADO.
2) LOT 2, FEAR RING SUB, IN THE CITY OF MANITOU SPRINGS, EL PASO COUNTY, COLORADO.

- SITE DATA:**
1) LOT 3 SIZE = 4,924 SQFT
BUILDING FOOTPRINT =
HOUSE = 1,094 SQFT
GARAGE = 208 SQFT
PORCH = 24 SQFT
DECK = 176 SQFT
TOTAL = 1,502 SQFT
LOT COVERAGE = 30.6%
ZONING = GR
TAX SCHEDULE # = 14053-11-017
BUILDING HEIGHT = 6EE ELEVATIONS
- 2) LOT 2 SIZE = 4,500 SQFT
BUILDING FOOTPRINT =
HOUSE = 1,094 SQFT
GARAGE = 208 SQFT
PORCH = 24 SQFT
DECK = 176 SQFT
TOTAL = 1,502 SQFT
LOT COVERAGE = 33.3%
ZONING = GR
TAX SCHEDULE # = 14053-11-016
BUILDING HEIGHT = 6EE ELEVATIONS

SITE LEGEND:

- PROPERTY LINES & CORNERS
- EXISTING CONTOURS
- PROPOSED CONTOURS
- PROPOSED BOULDER RETAINING WALL
- NO ROCK OUT CROPPING EXIST AT SITE
- DRAINAGE SLOPE
- = NATURAL GRADE
- = FINISH GRADE

SITE TERMS:

- ABBREVIATIONS:**
 BOW= BOTTOM OF RETAINING WALL
 (E)= EXISTING TO REMAIN
 LL= LOWER LEVEL
 ML= MAIN LEVEL
 (N)= NEW CONSTRUCTION
 (R)= REMOVE
 ROW= RIGHT OF WAY
 SB= SETBACK
 SQ. FT. OR SF= SQUARE FEET
 TOP= TOP OF FOUNDATION
 TOW= TOW OF RETAINING WALL
 UL= UPPER LEVEL
 WO= WALKOUT

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 Colorado Springs, CO
 Boise, ID

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Contact:

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REVISION:

DATE:
 DRAWN BY:
 CHECKED BY:

GENERAL LOWER LEVEL NOTES:



- UNLESS NOTED OTHERWISE ALL CONCRETE FOUNDATION WALL HEIGHTS THIS LEVEL TO BE A 9'-4" FOUR W/INTERIOR WALL HEIGHTS TO BE 9'-0 1/2" FIELD VERIFY.
- PROVIDE 'LOW RESISTANCE' RETURN AIR PATH FOR ALL CLOSED ROOMS - USE T-GRILLS OR UNDER-CUT DOORS PER CODE.
- ALL NON-BEARING WALL, STAIRS AND LANDINGS MUST FLOAT.
- MAINTAIN MINIMUM CLEAR SPACE PER THE MANUFACTURER IN FRONT OF THE CONTROL SIDE OF FURNACE & WATER HEATER. WATER HEATER MUST BE PLACED SO THE VENT IS ADJACENT & CLOSEST TO THE VENT STACK. PROVIDE COMBUSTION AIR PATH TO ALL GAS FIRED APPLIANCES PER CODE.

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Evergreen, CO
Boise, ID
Austin, TX
Colorado Springs, CO
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inspections@evstudio.com
design@evstudio.com
www.evstudio.com

SPECIFIC ELECTRICAL NOTES / SYMBOLS

- (F) EXHAUST FAN (VENT TO EXTERIOR) FANS VENTED THROUGH UNCONDITIONED SPACE MAX 25'-0" & MIN R-6 INSUL.
- (S) SMOKE HARDWIRED & INTERLOCK SMOKE ALARM DETECTOR w/BATTERY BACK-UP
- (CO) CARBON MONOXIDE DETECTOR

NOTES:
ALL PLACEMENT OF LIGHTING, OUTLETS, TV, PHONES, SECURITY, COMPUTER, STEREO/VIDEO WIRING, INTERCOM OR ANY OTHER ELECTRICAL FIXTURES SHALL BE VERIFIED PRIOR TO CONSTRUCTION w/CONTRACTOR. ELECTRICAL SHALL BE WIRED PER THE NATIONAL ELECTRICAL CODE AND LOCAL CODES. SEE SPECIFICATIONS DIVISION 260000 BASIC ELECTRICAL REQUIREMENTS.

ASSEMBLY NOTES:

- (A) ROOF:
- (B) FASCIA/SOFFIT:
- (C) EXTERIOR WALL:
- (D) EXTERIOR WALL BALLOON FRAME:
- (E) FRAMED FLOOR SYSTEM:
- (F) EXTERIOR DECK SYSTEM:
- (G) RAILING SYSTEM:
- (H) STAIRS:
- (I) BASEMENT FOUNDATION WALL:
- (J) SLAB ON GRADE:
- (K) PERIMETER DRAIN SYSTEM:

ALL ASSEMBLIES AND GENERAL SPECIFICATIONS SHEETS

SPECIFIC LOWER LEVEL NOTES:

- 48 METAL WINDOW WELL AS GRADE REQUIRES. PROVIDE 36" MIN CLEAR SQUARE EGRESS WELL W/ LADDER PER IRC 2021 R310.4 (9 SQ' MIN CLR)
- 50 TOP OF WINDOW WELL SHALL BE 36" MIN BELOW BOTTOM OF FLOOR/DECK OVERHANG ABOVE. AT DECK PROVIDE MAX 36" EGRESS PATH FROM UNDER DECK TO YARD OR COURT PER IRC 2021 R310.2.4
- 51 PROVIDE MECHANICAL VENTILATION PER IRC 2021 SECTION R303.1.1 AND ARTIFICIAL LIGHT PER SECTION R303.1.3
- 52 PROVIDE FIRE PROTECTION OF FLOORS PER 2021 IRC R302.13 @ ENTIRE CEILING
- 53 2x4 FURRED WALL WITH MINIMUM INSULATION PER INTERNATIONAL ENERGY CONSERVATION CODE CERTIFICATE, AS REQUIRED

	PATIO	104 SF
1	MAIN LEVEL	1094 SF
2	GARAGE	208 SF
3	ML DECK	176 SF
4	PORCH	24 SF
5	LOWER LEVEL FINISHED	968 SF
6	LL UNFIN.	110 SF
7	LL DECK	176 SF
7	UNFIN. STORAGE	208 SF

NOTE:
FOR OTHER APPLICABLE KEYNOTES SEE GENERAL NOTE SHEET 'CS1' FOR KEYNOTES AND CORRESPONDING ASSEMBLY NOTES.

Contact:

944 MIDLAND AVENUE

PROJECT #: 23-2337

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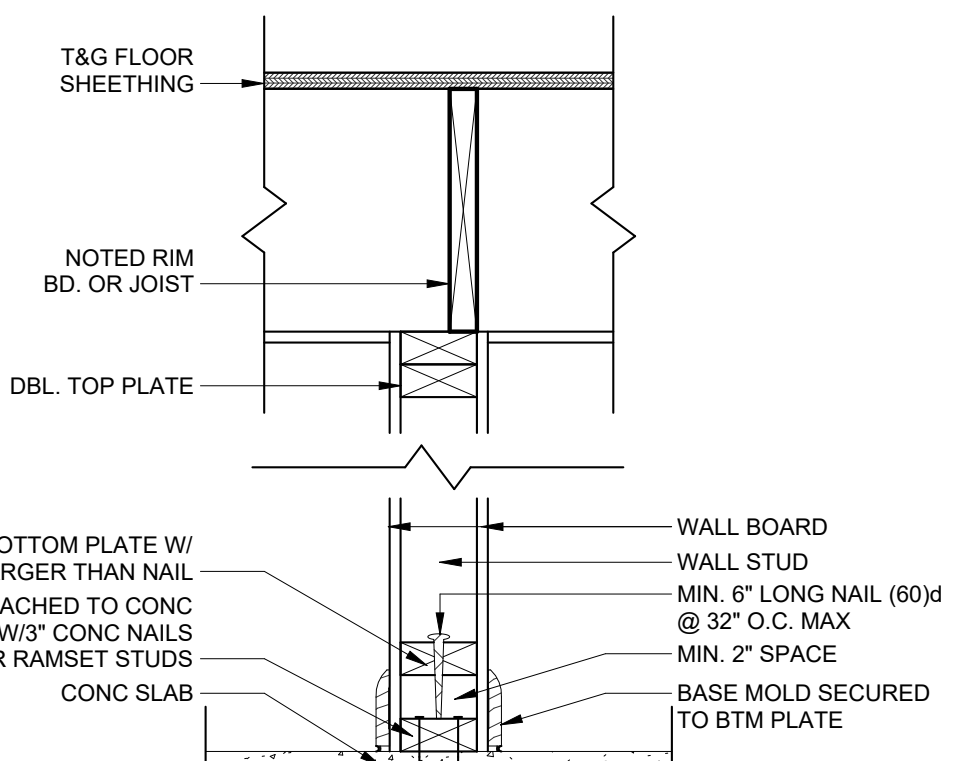
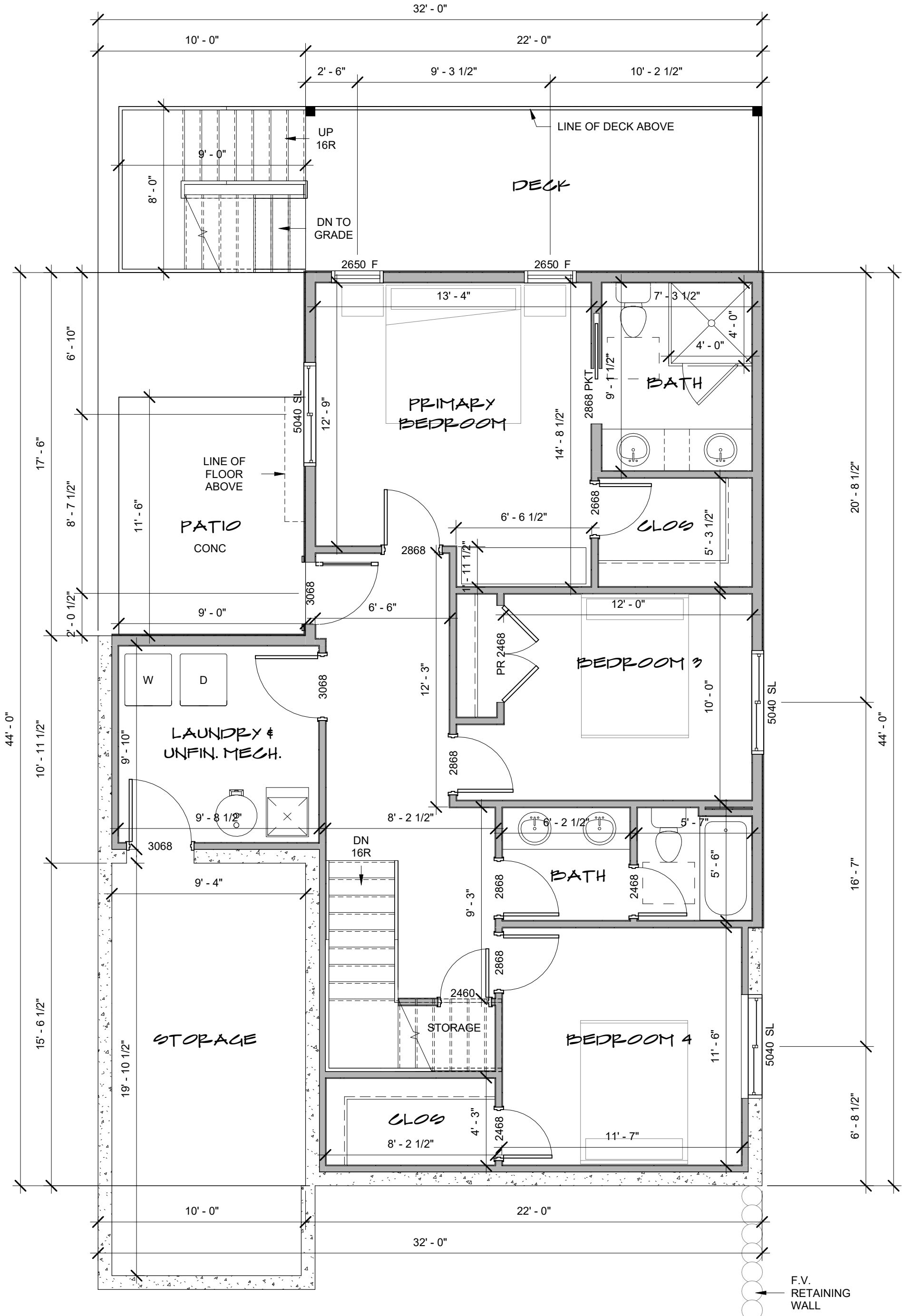
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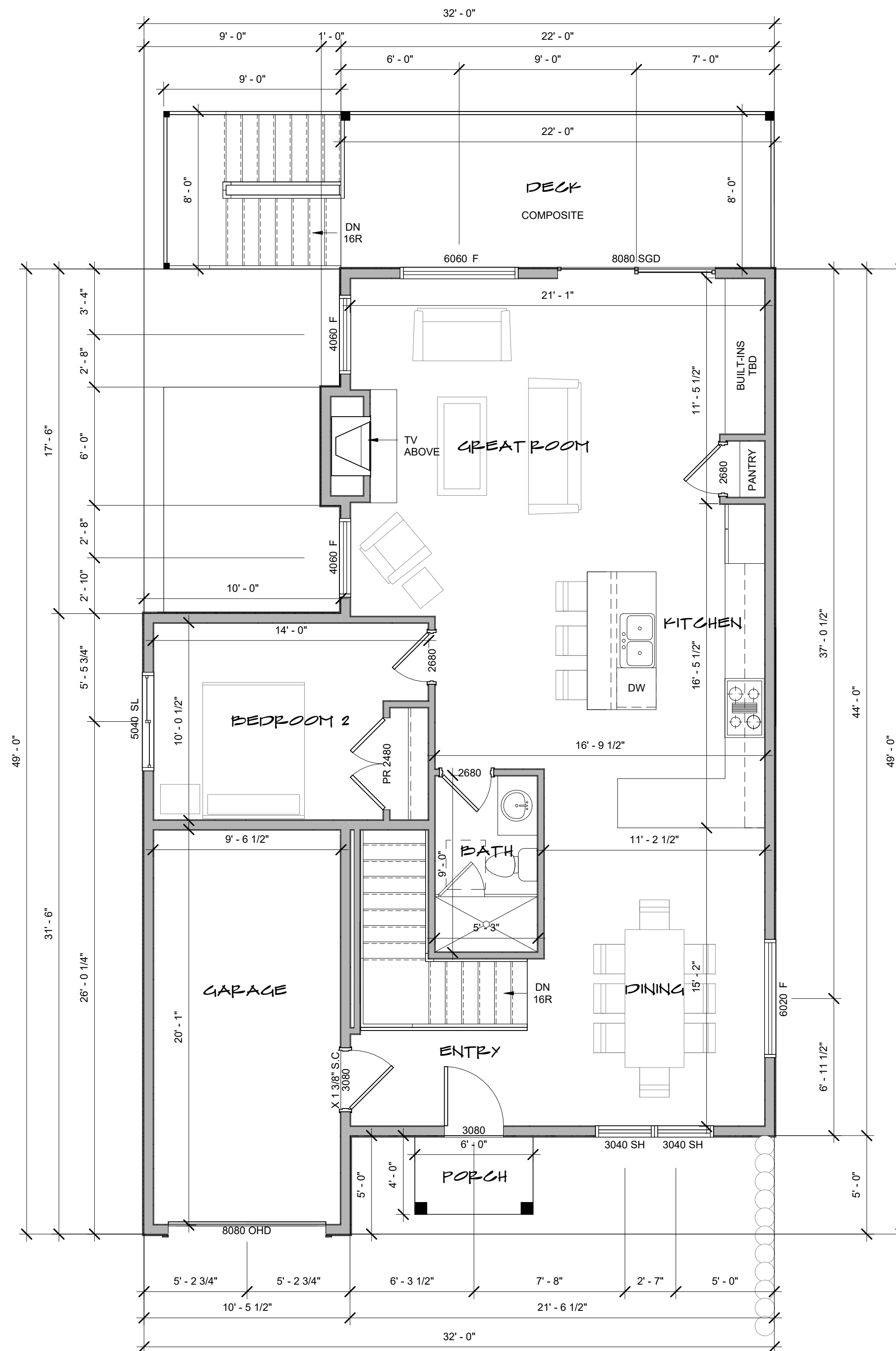
Project Status
DATE: Issue Date
DRAWN BY: MDW
CHECKED BY: EV

LOWER LEVEL FLOOR PLAN AND DETAILS
LOWER LEVEL FLOOR PLAN

A2



D2 TYP FLOATING WALL
1 1/2" = 1'-0"



GENERAL MAIN LEVEL NOTES:

- UNLESS NOTED OTHERWISE ALL WALL HEIGHTS THIS LEVEL TO BE 9'- 1 1/8".
- PROVIDE 'LOW RESISTANCE' RETURN AIR PATH FOR ALL CLOSED ROOMS - USE T-GRILLS OR UNDER-CUT DOORS PER CODE.



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 Austin, TX
 Colorado Springs, CO

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 design@evstudio.com
 www.evstudio.com

SPECIFIC ELECTRICAL NOTES / SYMBOLS

- (F) EXHAUST FAN (VENT TO EXTERIOR) FANS VENTED THROUGH UNCONDITIONED SPACE MAX 25'-0" & MIN R-6 INSUL.
- (S) SMOKE ALARM HARDWIRED & INTERLOCK SMOKE DETECTOR w/BATTERY BACK-UP
- (CO) CARBON MONOXIDE DETECTOR

NOTES:
 ALL PLACEMENT OF LIGHTING, OUTLETS, TV, PHONES, SECURITY, COMPUTER, STEREO/VIDEO WIRING, INTERCOM OR ANY OTHER ELECTRICAL FIXTURES SHALL BE VERIFIED PRIOR TO CONSTRUCTION w/CONTRACTOR. ELECTRICAL SHALL BE WIRED PER THE NATIONAL ELECTRICAL CODE AND LOCAL CODES. SEE SPECIFICATIONS DIVISION 260000 BASIC ELECTRICAL REQUIREMENTS.

ASSEMBLY NOTES:

- (A) ROOF:
- (B) FASCIA/SOFFIT:
- (C) EXTERIOR WALL:
- (D) EXTERIOR WALL BALLOON FRAME:
- (E) FRAMED FLOOR SYSTEM:
- (F) EXTERIOR DECK SYSTEM:
- (G) RAILING SYSTEM:
- (H) STAIRS:
- (I) BASEMENT FOUNDATION WALL:
- (J) SLAB ON GRADE:
- (K) PERIMETER DRAIN SYSTEM:

ALL ASSEMBLIES AND GENERAL NOTES REFER TO SPECIFICATIONS SHEET S1

SPECIFIC MAIN LEVEL NOTES:

- (55) NOT USED

944 MIDLAND AVENUE

PROJECT #: 23-2337

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REVISION:

PATIO	104 SF
1 MAIN LEVEL	1094 SF
2 GARAGE	208 SF
3 ML DECK	176 SF
4 PORCH	24 SF
5 LOWER LEVEL FINISHED	968 SF
6 LL UNFIN.	110 SF
7 LL DECK	176 SF
7 UNFIN. STORAGE	208 SF

MAIN LEVEL FLOOR PLAN, DETAILS
MAIN LEVEL FLOOR PLAN

A3

NOTE:
 FOR OTHER APPLICABLE KEYNOTES SEE GENERAL NOTE SHEET 'CS1' FOR KEYNOTES AND CORRESPONDING ASSEMBLY NOTES.

4/20/2024 4:35:01 PM

GENERAL ELEVATION NOTES:

1. PROVIDE 6" MIN. GUTTER AT ALL OVERHANGS AND DOWN SPOUTS AT ALL CORNERS OR AT ALL 30' OF GUTTER RUNS. FIELD LOCATE ALL DOWN SPOUTS SUCH THAT THEY SHALL DRAIN 700# OF ROOF SURFACE PER 2"x4" DOWN SPOUT. ALL DOWN SPOUTS SHALL HAVE TIPOUTS THAT ALLOW FOR DRAINAGE PAST BACK FILL AREAS APPROX 7'-0" FROM VERTICAL WALL TO PROVIDE DRAINAGE AWAY FROM STRUCTURE IN ALL DIRECTIONS.
2. ROOF VENTILATION SHALL COMPLY WITH 2021 IRC R806.2. - SQ. FT. OF VENTILATING AREA.
3. NOTES SHALL APPLY TO ALL ELEVATION CONDITIONS OF LIKE OR SIMILAR CONDITIONS.
4. ANY BOULDER RETAINAGE WALL SHOWN SHALL BE LESS THAN 48" IN HEIGHT W/60" MIN APART IF MORE THAN (1) WALL OR SHALL BE DESIGNED BY SOILS ENGINEER. ANY RETAINING WALLS ARE SHOWN FOR REFERENCE. FIELD VERIFY WITH SITE PLAN AND ACTUAL SITE CONDITIONS PRIOR TO BACK FILL. IN ADDITION, VERIFY WITH CONTRACTOR ACTUAL RETAINING WALL CONSTRUCTION.
5. ICE AND SNOW SHIELD REQUIRED ABOVE 7,000 FEET ABOVE SEA LEVEL.

ASSEMBLY NOTES:

- | | |
|---|------------------------------|
| A | ROOF: |
| B | FASCIA/SOFFIT: |
| C | EXTERIOR WALL: |
| D | EXTERIOR WALL BALLOON FRAME: |
| E | FRAMED FLOOR SYSTEM: |
| F | EXTERIOR DECK SYSTEM: |
| G | RAILING SYSTEM: |
| H | STAIRS: |
| I | BASEMENT FOUNDATION WALL: |
| J | SLAB ON GRADE: |
| K | PERIMETER DRAIN SYSTEM: |
- ALL ASSEMBLIES AND GENERAL NOTES REFER TO SHEETS CS1 AND SPECIFICATIONS SHEET SS1

SPECIFIC ELEVATION NOTES:

- 80 NOT USED
- 81 NOT USED
- 82 NOT USED
- 83 DIVIDED LIGHTS AS SHOWN. FIELD VERIFY W/CONTRACTOR PRIOR TO ORDERING AND INSTALLATION
- 84 FALSE STONE VENEER FIELD VERIFY ACTUAL STONE LOOK W/OWNER PRIOR TO ORDERING AND INSTALLATION
- 85 WINDOW AND DOOR TRIM
- 86 DOOR STYLE IS REPRESENTATIONAL ONLY. F.V. STYLE, MATERIAL & AVAILABILITY W/ MFG PRIOR TO ORDERING
- 87 FALSE DECO GABLE END TRUSS. SCREW INTO GABLE END TRUSS WEBS OR BLOCKING BETWEEN WEBS.
- 88 VERTICAL SIDING MATERIAL TBD PRIOR TO ORDERING & INSTALLING. F.V. W/ CONTRACTOR
- 89 HORIZONTAL SIDING MATERIAL TBD PRIOR TO ORDERING & INSTALLING. F.V. W/ CONTRACTOR

NOTE:
FOR OTHER APPLICABLE KEYNOTES SEE GENERAL NOTE SHEET "CS1" FOR KEYNOTES AND CORRESPONDING ASSEMBLY NOTES.

ELEVATION NOTE SYMBOLS:

- = FINISH GRADE LINE
- = EXISTING GRADE LINE
- = EXISTING GRADE ELEVATION
- = FINISH GRADE ELEVATION
- = TOP OF FOUNDATION WALL ELEVATION
- = MAIN LEVEL FINISH FLOOR ELEVATION

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Contact:

944 MIDLAND AVENUE
 PROJECT #: 23-2337

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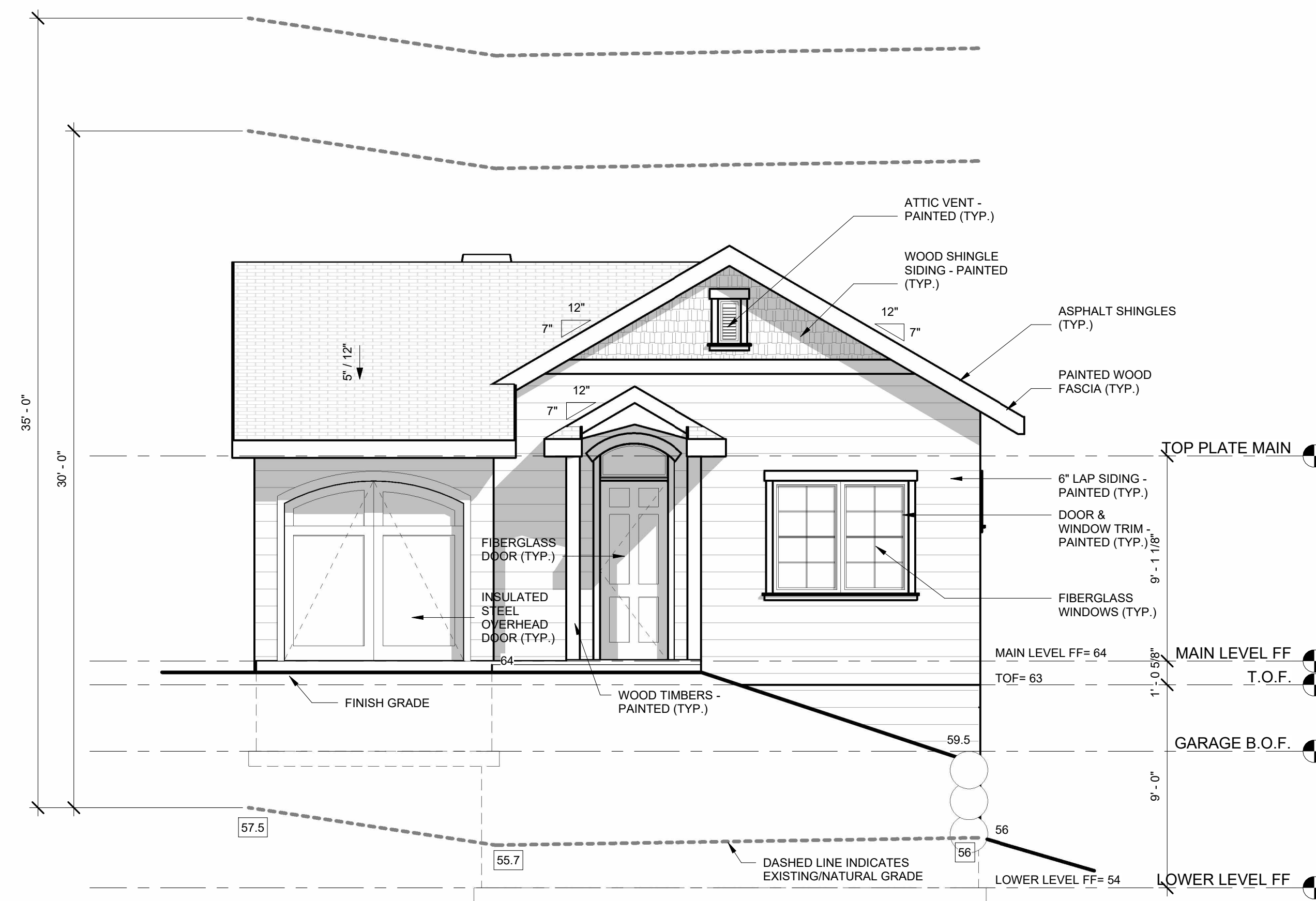
REVISION:

Project Status
 DATE: Issue Date
 DRAWN BY: MDW
 CHECKED BY: EV

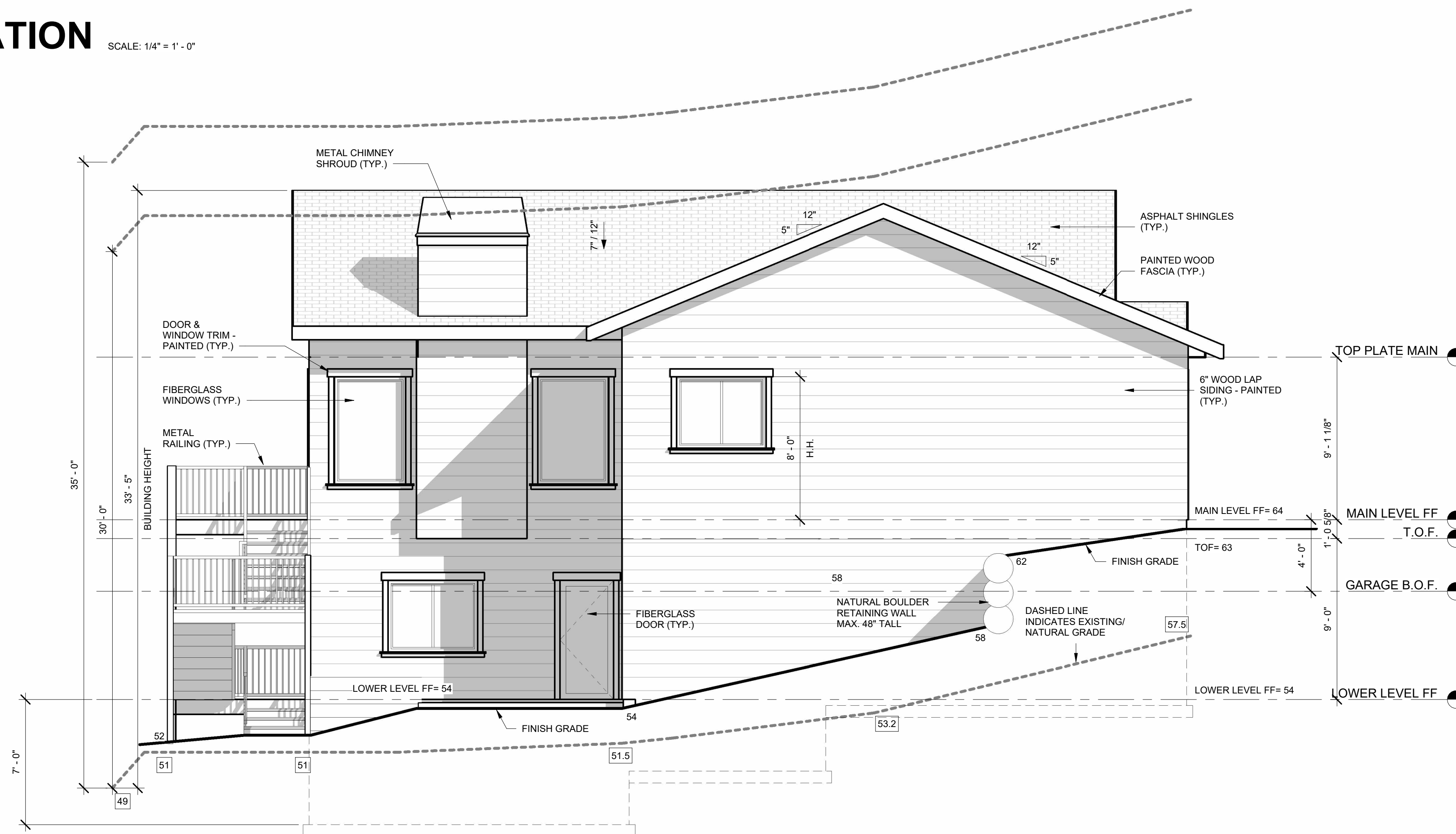
ELEVATIONS
FRONT AND LEFT ELEVATIONS

A6

FRONT ELEVATION SCALE: 1/4" = 1' - 0"



LEFT ELEVATION SCALE: 1/4" = 1' - 0"



GENERAL ELEVATION NOTES:

1. PROVIDE 6" MIN. GUTTER AT ALL OVERHANGS AND DOWN SPOUTS AT ALL CORNERS OR AT ALL 30' OF GUTTER RUNS. FIELD LOCATE ALL DOWN SPOUTS SUCH THAT THEY SHALL DRAIN 100% OF ROOF SURFACE PER 2"x4" DOWN SPOUT. ALL DOWN SPOUTS SHALL HAVE TIPOUTS THAT ALLOW FOR DRAINAGE PAST BACK FILL AREAS APPROX 7'-0" FROM VERTICAL WALL TO PROVIDE DRAINAGE AWAY FROM STRUCTURE IN ALL DIRECTIONS.
2. ROOF VENTILATION SHALL COMPLY WITH 2021 IRC R806.2. _____ SQ. FT. OF VENTILATING AREA.
3. NOTES SHALL APPLY TO ALL ELEVATION CONDITIONS OF LIKE OR SIMILAR CONDITIONS.
4. ANY BOULDER RETAINAGE WALL SHOWN SHALL BE LESS THAN 48" IN HEIGHT W/60" MIN APART IF MORE THAN (1) WALL OR SHALL BE DESIGNED BY SOILS ENGINEER. ANY RETAINING WALLS ARE SHOWN FOR REFERENCE. FIELD VERIFY WITH SITE PLAN AND ACTUAL SITE CONDITIONS PRIOR TO BACK FILL. IN ADDITION, VERIFY WITH CONTRACTOR ACTUAL RETAINING WALL CONSTRUCTION.
5. ICE AND SNOW SHIELD REQUIRED ABOVE 7,000 FEET ABOVE SEA LEVEL.

ASSEMBLY NOTES:

- | | |
|-----|------------------------------|
| ◇ A | ROOF: |
| ◇ B | FASCIA/SOFFIT: |
| ◇ C | EXTERIOR WALL: |
| ◇ D | EXTERIOR WALL BALLOON FRAME: |
| ◇ E | FRAMED FLOOR SYSTEM: |
| ◇ F | EXTERIOR DECK SYSTEM: |
| ◇ G | RAILING SYSTEM: |
| ◇ H | STAIRS: |
| ◇ I | BASEMENT FOUNDATION WALL: |
| ◇ J | SLAB ON GRADE: |
| ◇ K | PERIMETER DRAIN SYSTEM: |
- ALL ASSEMBLY AND GENERAL NOTES REFER TO SHEETS CS1 AND SPECIFICATIONS SHEET SS1

SPECIFIC ELEVATION NOTES:

- | | |
|----|---|
| 80 | NOT USED |
| 81 | NOT USED |
| 82 | NOT USED |
| 83 | DIVIDED LIGHTS AS SHOWN. FIELD VERIFY W/CONTRACTOR PRIOR TO ORDERING AND INSTALLATION |
| 84 | FALSE STONE VENEER FIELD VERIFY ACTUAL STONE LOOK W/OWNER PRIOR TO ORDERING AND INSTALLATION |
| 85 | WINDOW AND DOOR TRIM |
| 86 | DOOR STYLE IS REPRESENTATIONAL ONLY. F.V. STYLE, MATERIAL & AVAILABILITY W/ MFG PRIOR TO ORDERING |
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| 88 | VERTICAL SIDING MATERIAL TBD PRIOR TO ORDERING & INSTALLING. F.V. W/ CONTRACTOR |
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NOTE:
FOR OTHER APPLICABLE KEYNOTES SEE GENERAL NOTE SHEET "CS1" FOR KEYNOTES AND CORRESPONDING ASSEMBLY NOTES.

ELEVATION NOTE SYMBOLS:

- | | |
|--------|-------------------------------------|
| — | = FINISH GRADE LINE |
| - - - | = EXISTING GRADE LINE |
| 01 | = EXISTING GRADE ELEVATION |
| 01 | = FINISH GRADE ELEVATION |
| TOW=07 | = TOP OF FOUNDATION WALL ELEVATION |
| MO=08 | = MAIN LEVEL FINISH FLOOR ELEVATION |

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Contact:

944 MIDLAND AVENUE

PROJECT #: 23-2337

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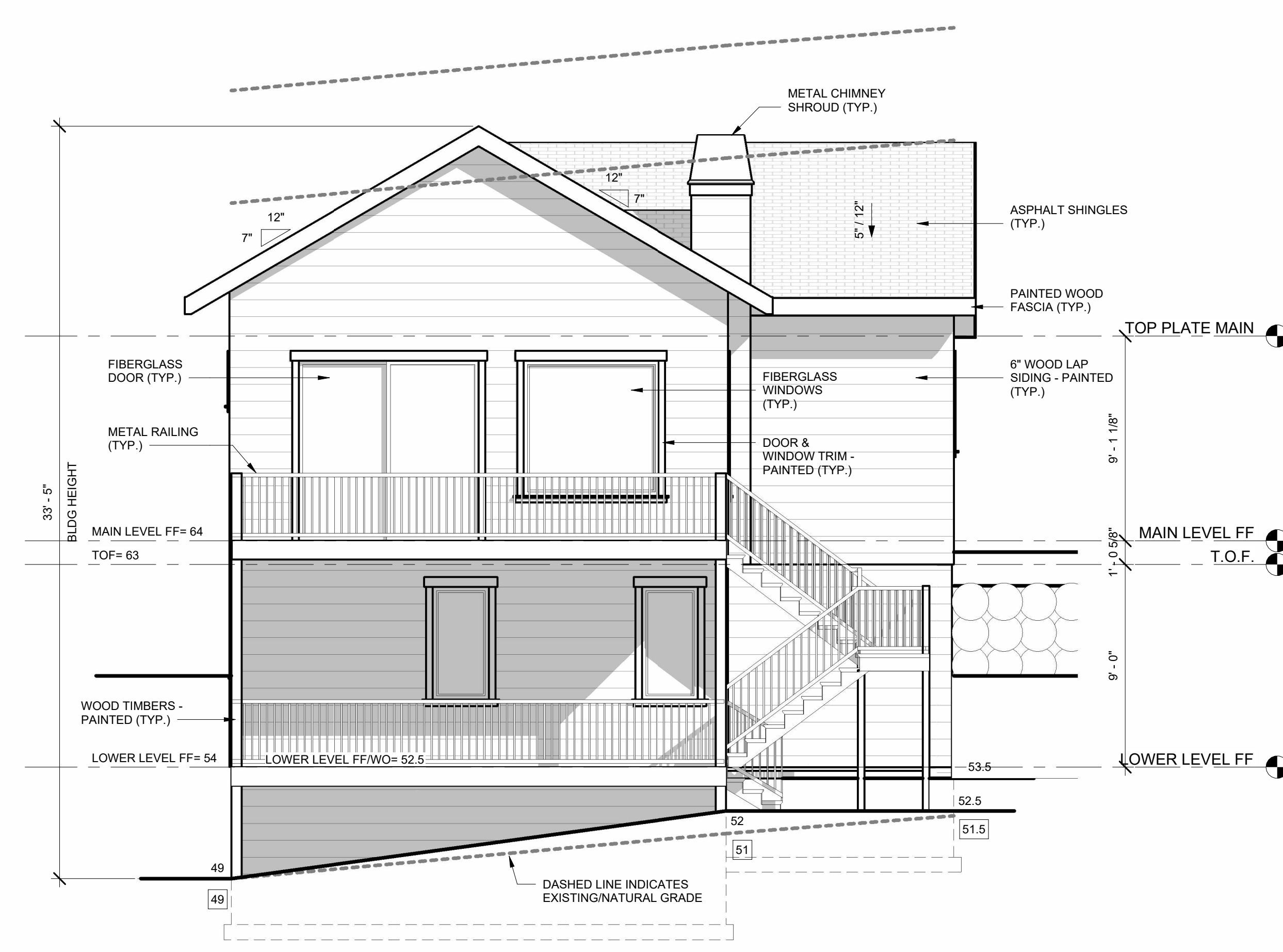
REVISION:

Project Status	Issue Date
DATE: _____	MDW
DRAWN BY: _____	EV
CHECKED BY: _____	

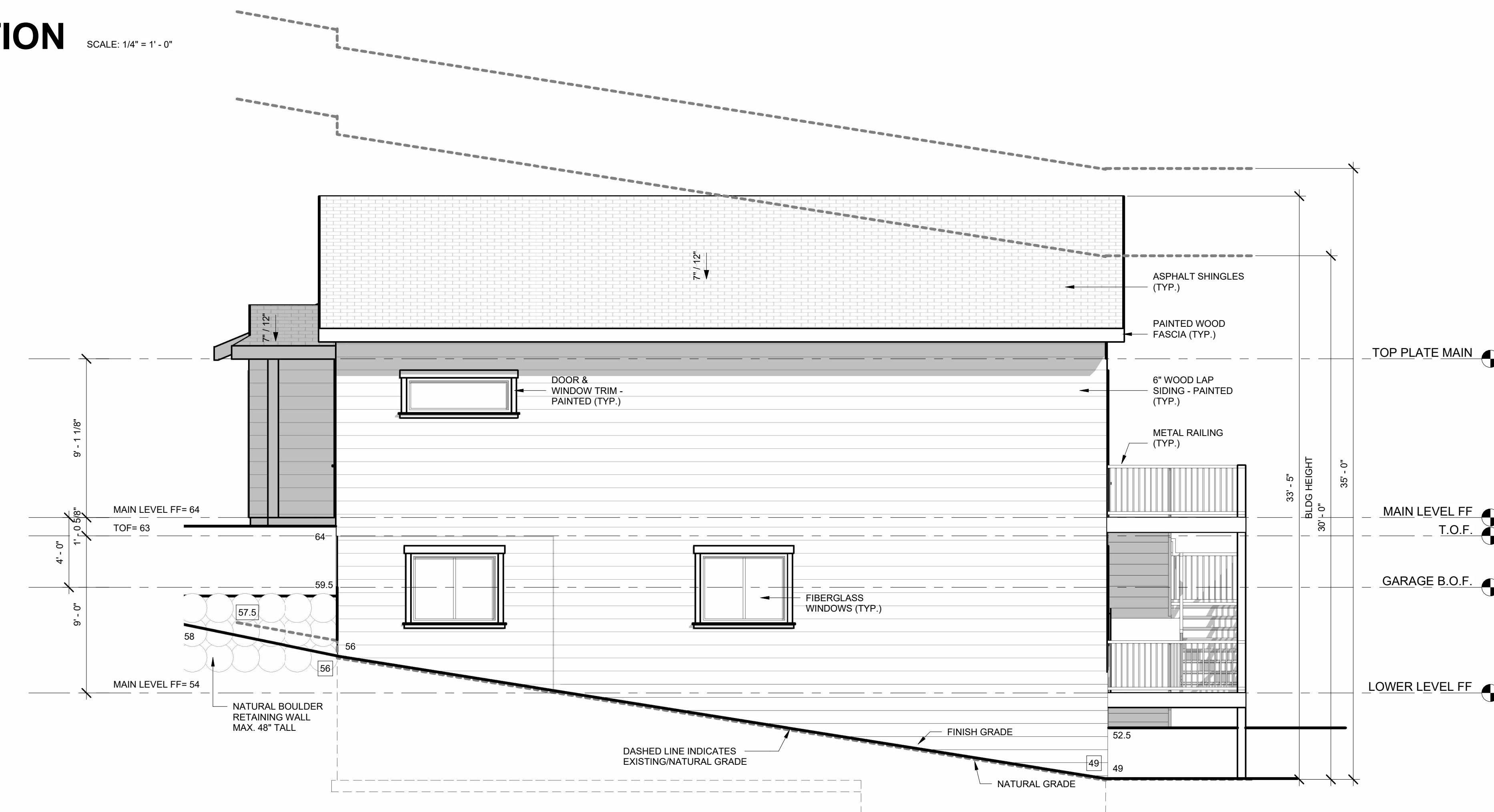
ELEVATIONS
REAR AND RIGHT ELEVATIONS

A7

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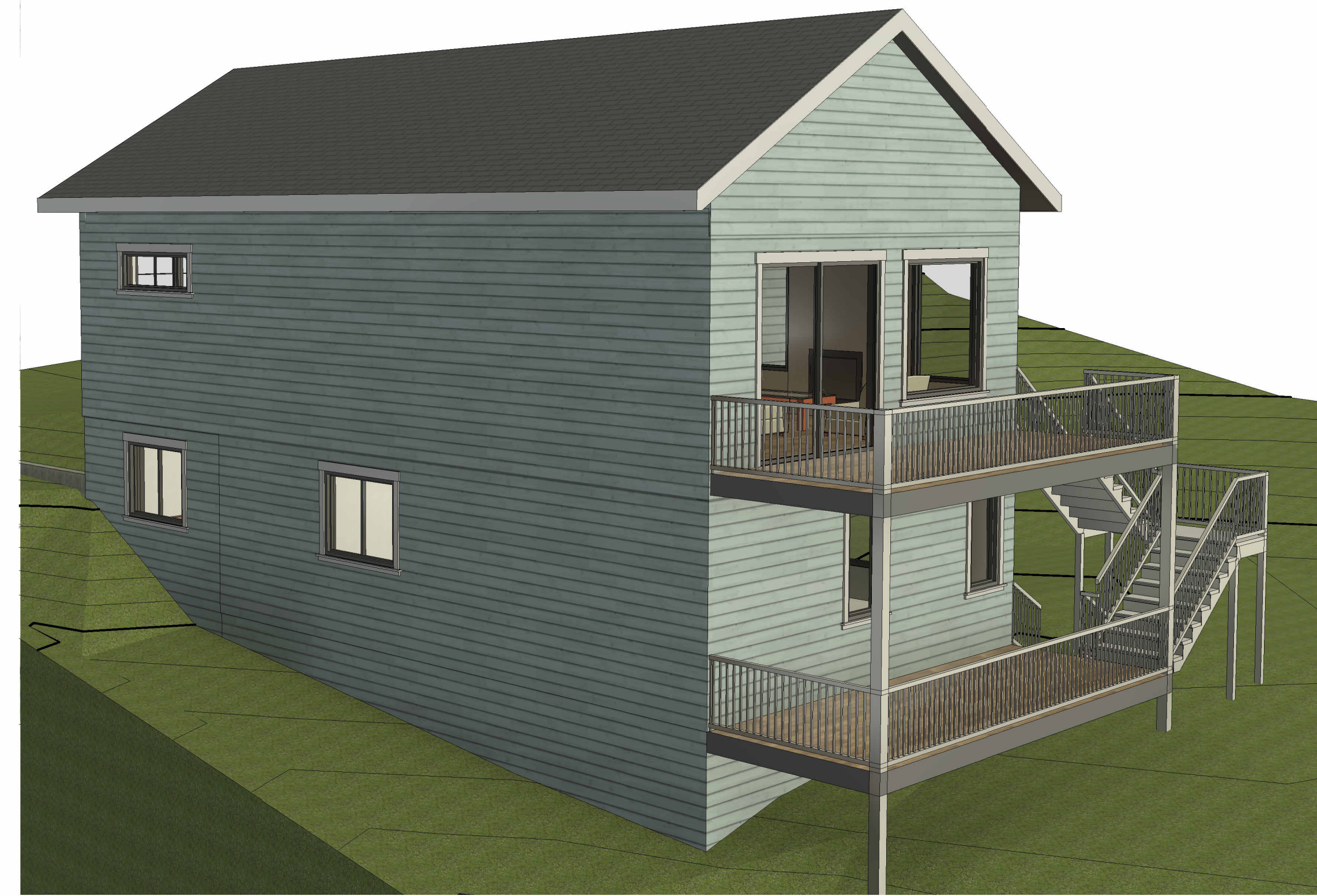
REAR ELEVATION SCALE: 1/4" = 1' - 0"



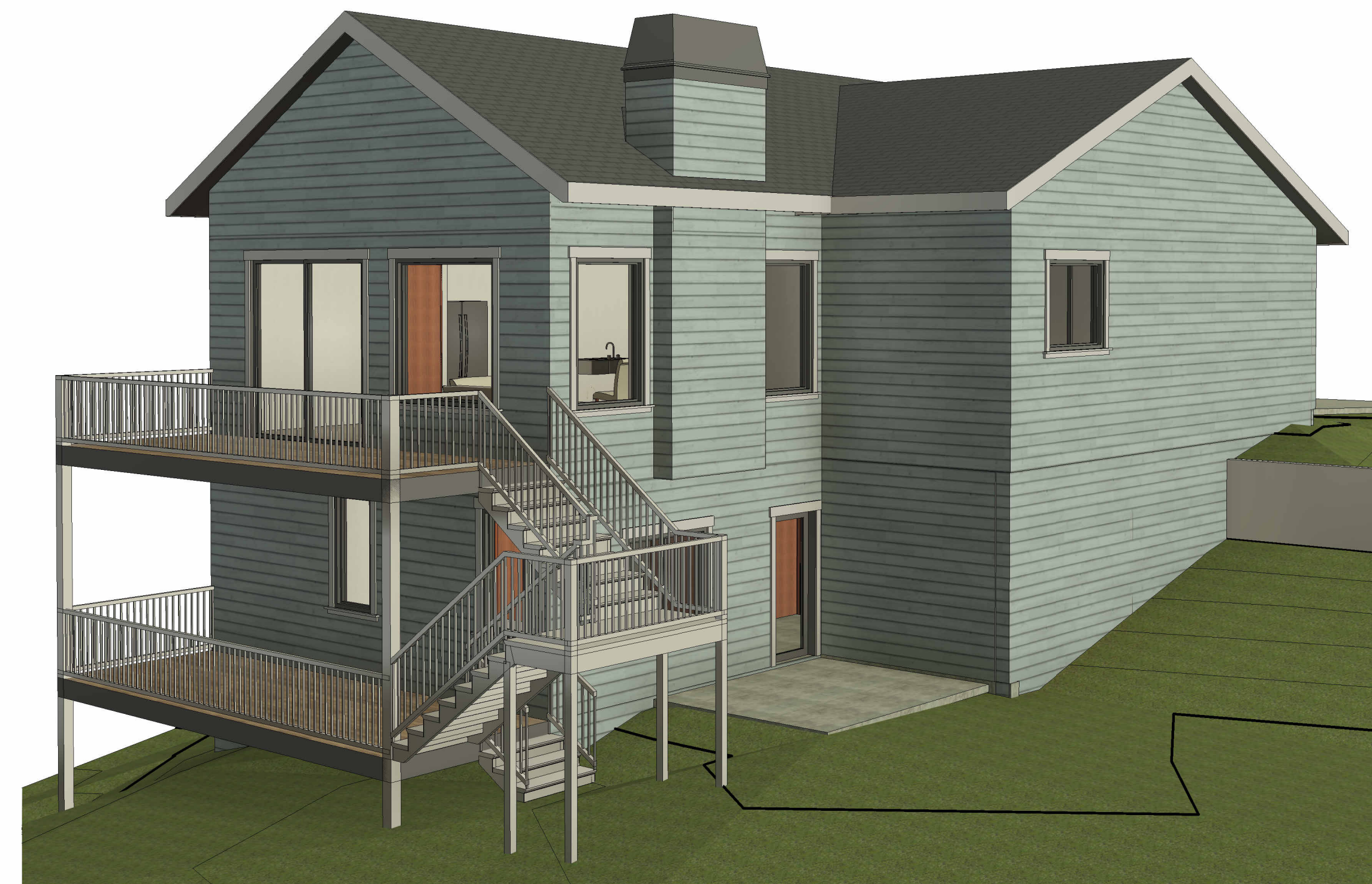
RIGHT ELEVATION SCALE: 1/4" = 1' - 0"



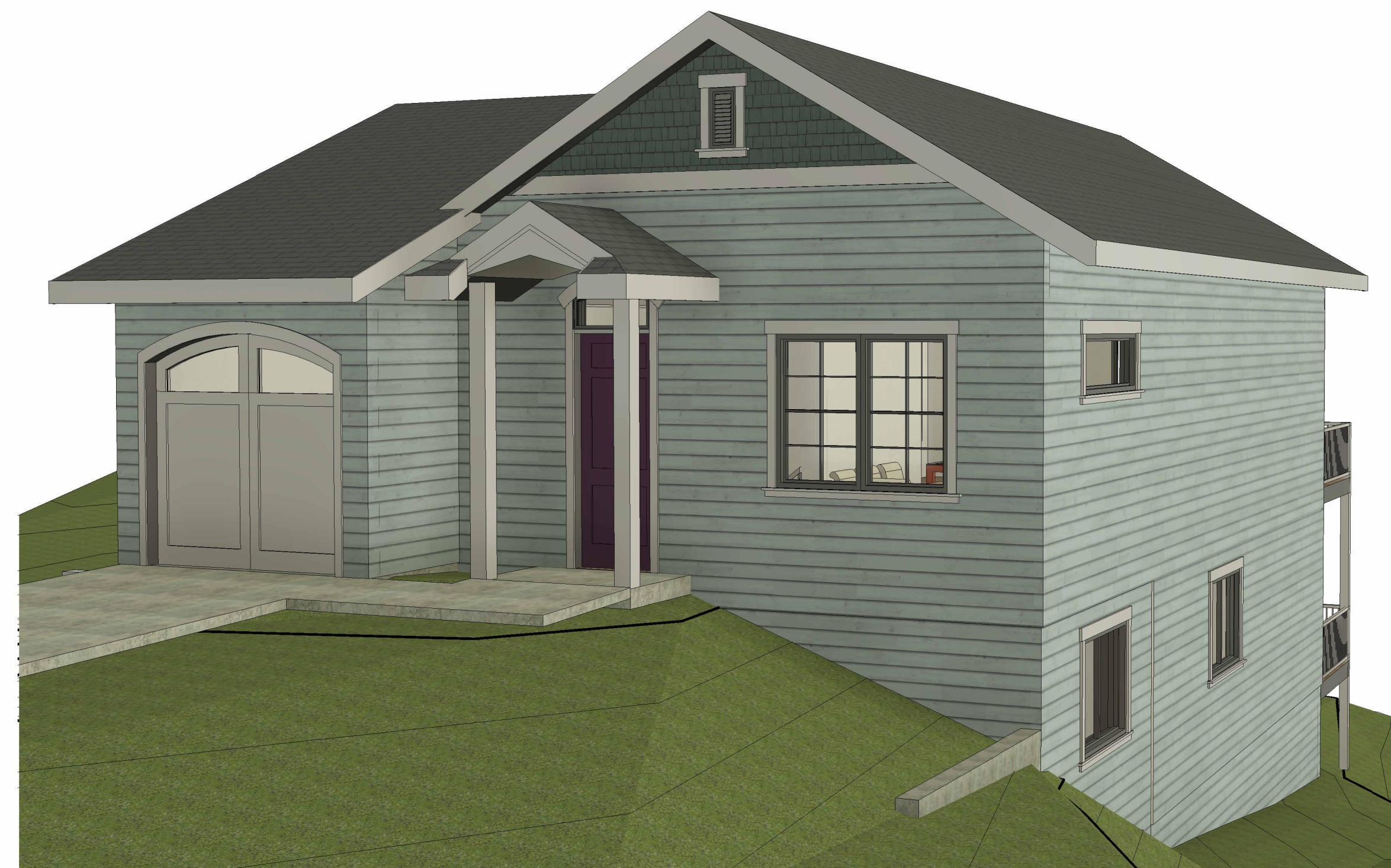
1 3D VIEW 1



2 3D VIEW 2



4 3D VIEW 3



3 3D VIEW 4

Contact:

944 MIDLAND AVENUE

PROJECT #: 23-2337

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CHECKED BY:	EV

3D VIEWS

3D VIEWS

A8

4/30/2025 4:45:12 PM

MAIN LEVEL	1084 SF
GARAGE	208 SF
DECK	176 SF
COV PORCH	78 SF
LOWER LEVEL FINISHED	968 SF
LL UNFIN.	110 SF
PATIO	176 SF

GENERAL LOWER LEVEL NOTES:

- UNLESS NOTED OTHERWISE ALL CONCRETE FOUNDATION WALL HEIGHTS THIS LEVEL TO BE A 9'-4" POUR w/INTERIOR WALL HEIGHTS TO BE 9'-0"± FIELD VERIFY.
- PROVIDE 'LOW RESISTANCE' RETURN AIR PATH FOR ALL CLOSED ROOMS - USE T-GRILLS OR UNDER-CUT DOORS PER CODE.
- ALL NON-BEARING WALL, STAIRS AND LANDINGS MUST FLOAT.
- MAINTAIN MINIMUM CLEAR SPACE PER THE MANUFACTURER IN FRONT OF THE CONTROL SIDE OF FURNACE & WATER HEATER. WATER HEATER MUST BE PLACED SO THE VENT IS ADJACENT & CLOSEST TO THE VENT STACK. PROVIDE COMBUSTION AIR PATH TO ALL GAS FIRED APPLIANCES PER CODE.



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Evergreen, CO
Boise, ID
Austin, TX
Colorado Springs, CO

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inspections@evstudio.com
design@evstudio.com
www.evstudio.com

Contact:

SPECIFIC ELECTRICAL NOTES / SYMBOLS

- (F) EXHAUST FAN (VENT TO EXTERIOR) FANS VENTED THROUGH UNCONDITIONED SPACE MAX 25'-0" & MIN R-6 INSUL
- (S) SMOKE HARDWIRED & INTERLOCK SMOKE ALARM DETECTOR w/BATTERY BACK-UP
- (CO) CARBON MONOXIDE DETECTOR

NOTES:
ALL PLACEMENT OF LIGHTING, OUTLETS, TV, PHONES, SECURITY, COMPUTER, STEREO/VIDEO WIRING, INTERCOM OR ANY OTHER ELECTRICAL FIXTURES SHALL BE VERIFIED PRIOR TO CONSTRUCTION w/CONTRACTOR. ELECTRICAL SHALL BE WIRING PER THE NATIONAL ELECTRICAL CODE AND LOCAL CODES. SEE SPECIFICATIONS DIVISION 260000 BASIC ELECTRICAL REQUIREMENTS.

ASSEMBLY NOTES:

- A ROOF:
- B FASCIA/SOFFIT:
- C EXTERIOR WALL:
- D EXTERIOR WALL BALLOON FRAME:
- E FRAMED FLOOR SYSTEM:
- F EXTERIOR DECK SYSTEM:
- G RAILING SYSTEM:
- H STAIRS:
- I BASEMENT FOUNDATION WALL:
- J SLAB ON GRADE:
- K PERIMETER DRAIN SYSTEM:

ALL ASSEMBLIES AND GENERAL NOTES REFER TO SHEET CS1 AND SPECIFICATIONS SHEET SS1

SPECIFIC LOWER LEVEL NOTES:

- 49 METAL WINDOW WELL AS GRADE REQUIRES. PROVIDE 36" MIN CLEAR SQUARE EGRESS WELL W/ LADDER PER IRC 2021 R310.4 (9 SQ' MIN CLR)
- 50 TOP OF WINDOW WELL SHALL BE 36" MIN BELOW BOTTOM OF FLOOR/DECK OVERHANG ABOVE. AT DECK PROVIDE MAX 36" EGRESS PATH FROM UNDER DECK TO YARD OR COURT PER IRC 2021 R310.2.4
- 51 PROVIDE MECHANICAL VENTILATION PER IRC 2021 SECTION R303.1.1 AND ARTIFICIAL LIGHT PER SECTION R303.1.3
- 52 PROVIDE FIRE PROTECTION OF FLOORS PER 2021 IRC R302.13 @ ENTIRE CEILING
- 53 2x4 FURRED WALL WITH MINIMUM INSULATION PER INTERNATIONAL ENERGY CONSERVATION CODE CERTIFICATE, AS REQUIRED

946 MIDLAND AVENUE

PROJECT #: 23-2414

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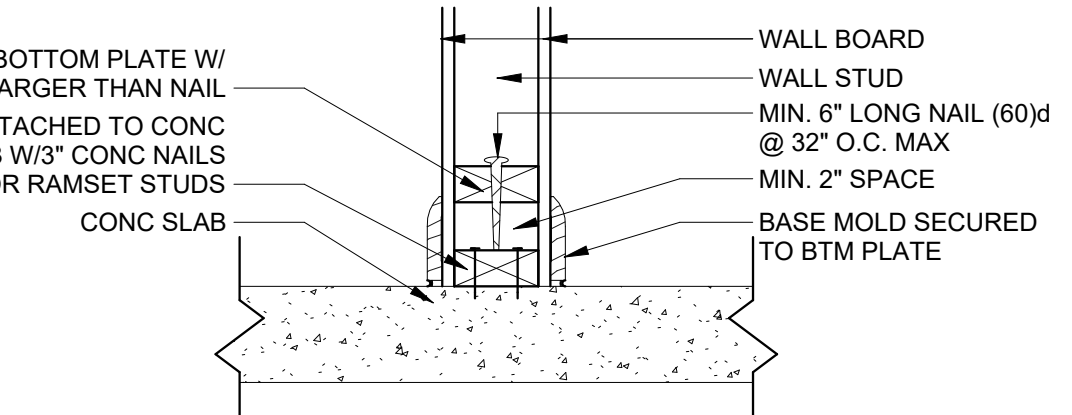
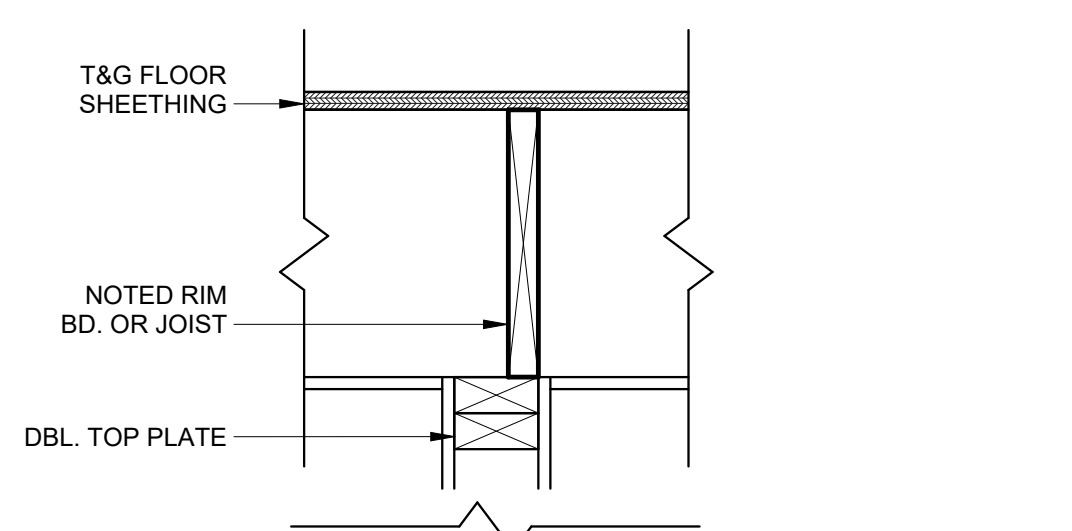
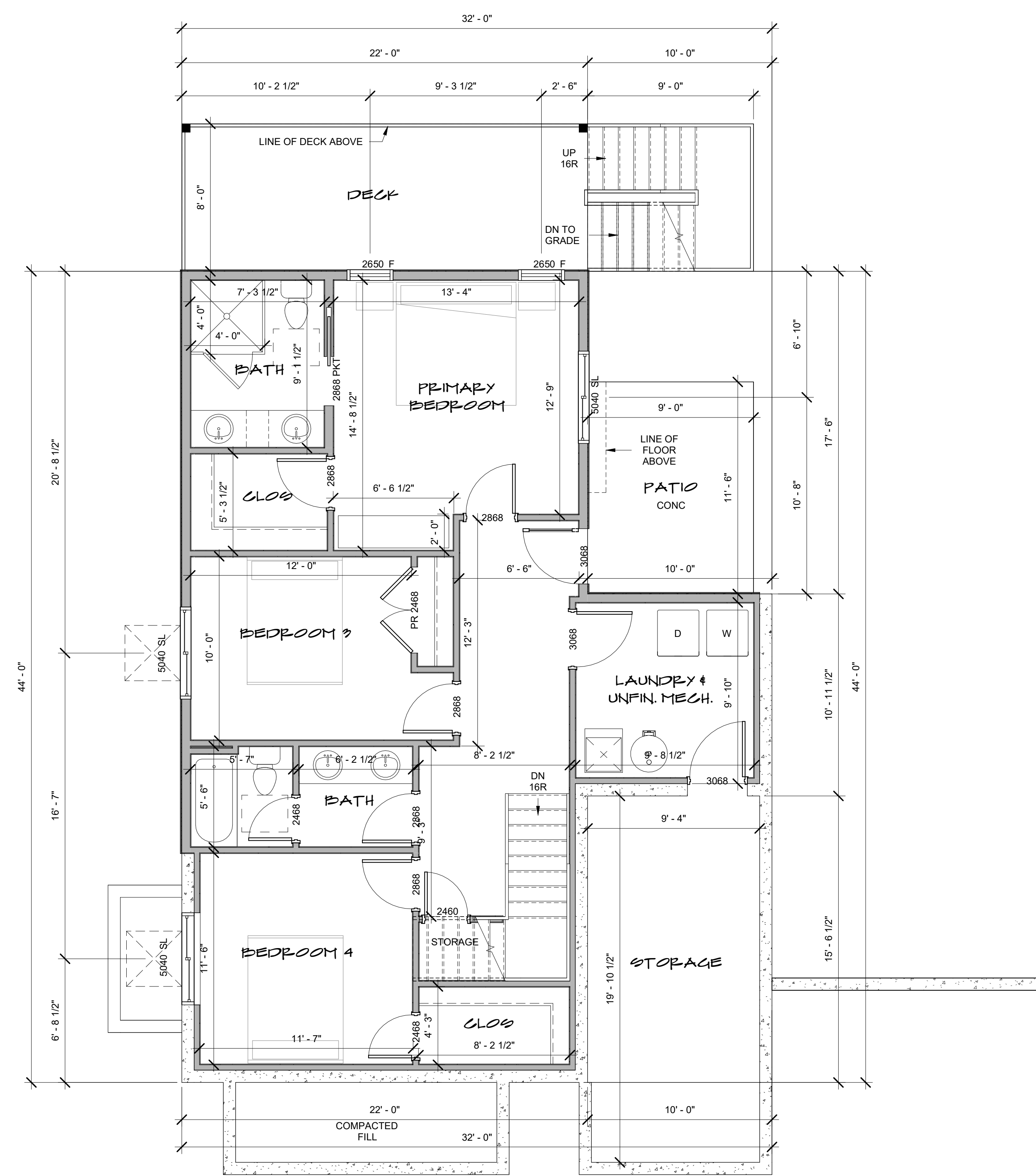
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Project Status Issue Date
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CHECKED BY: EV

LOWER LEVEL FLOOR PLAN AND DETAILS
LOWER LEVEL FLOOR PLAN

A2



D2 TYP FLOATING WALL
1 1/2" = 1'-0"

MAIN LEVEL	1084 SF
GARAGE	208 SF
DECK	176 SF
COV PORCH	78 SF
LOWER LEVEL FINISHED	968 SF
LL UNFIN.	110 SF
PATIO	176 SF

GENERAL MAIN LEVEL NOTES:

- UNLESS NOTED OTHERWISE ALL WALL HEIGHTS THIS LEVEL TO BE 9'- 1 1/8".
- PROVIDE 'LOW RESISTANCE' RETURN AIR PATH FOR ALL CLOSED ROOMS - USE T-GRILLS OR UNDER-CUT DOORS PER CODE.



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SPECIFIC ELECTRICAL NOTES / SYMBOLS

- (F) EXHAUST FAN (VENT TO EXTERIOR) FANS VENTED THROUGH UNCONDITIONED SPACE MAX 25'-0" & MIN R-6 INSUL
- (SMOKE) HARDWIRED & INTERLOCK SMOKE ALARM DETECTOR w/BATTERY BACK-UP
- (CO) CARBON MONOXIDE DETECTOR

NOTES:
 ALL PLACEMENT OF LIGHTING, OUTLETS, TV, PHONES, SECURITY, COMPUTER, STEREO/VIDEO WIRING, INTERCOM OR ANY OTHER ELECTRICAL FIXTURES SHALL BE VERIFIED PRIOR TO CONSTRUCTION w/CONTRACTOR. ELECTRICAL SHALL BE WIRED PER THE NATIONAL ELECTRICAL CODE AND LOCAL CODES. SEE SPECIFICATIONS DIVISION 260000 BASIC ELECTRICAL REQUIREMENTS.

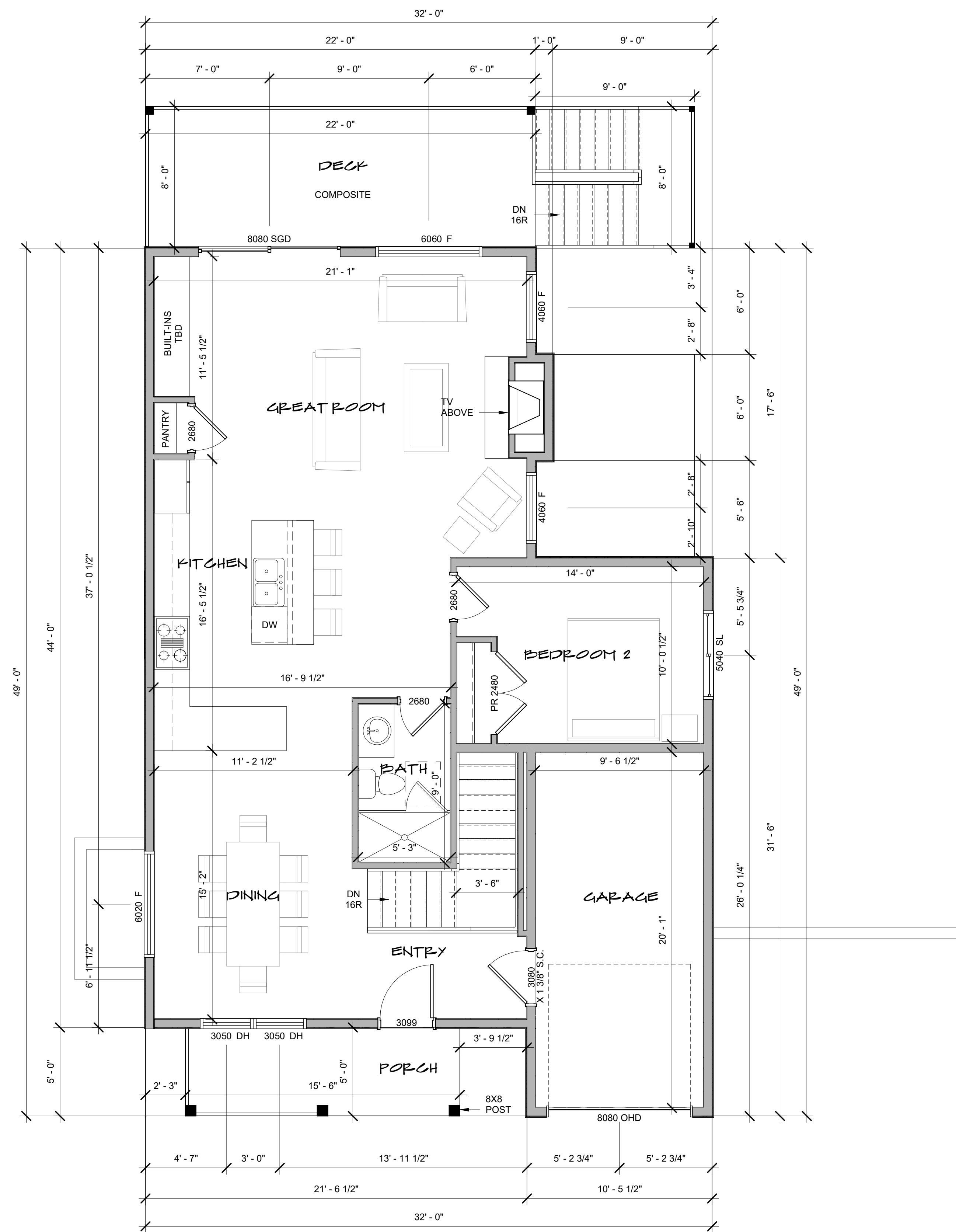
ASSEMBLY NOTES:

- (A) ROOF:
- (B) FASCIA/SOFFIT:
- (C) EXTERIOR WALL:
- (D) EXTERIOR WALL BALLOON FRAME:
- (E) FRAMED FLOOR SYSTEM:
- (F) EXTERIOR DECK SYSTEM:
- (G) RAILING SYSTEM:
- (H) STAIRS:
- (I) BASEMENT FOUNDATION WALL
- (J) SLAB ON GRADE:
- (K) PERIMETER DRAIN SYSTEM:

ALL ASSEMBLIES AND GENERAL NOTES REFER TO SHEET CS1 AND SPECIFICATIONS SHEET SS1

SPECIFIC MAIN LEVEL NOTES:

- (55) NOT USED



Contact:

946 MIDLAND AVENUE
 PROJECT #: 23-2414

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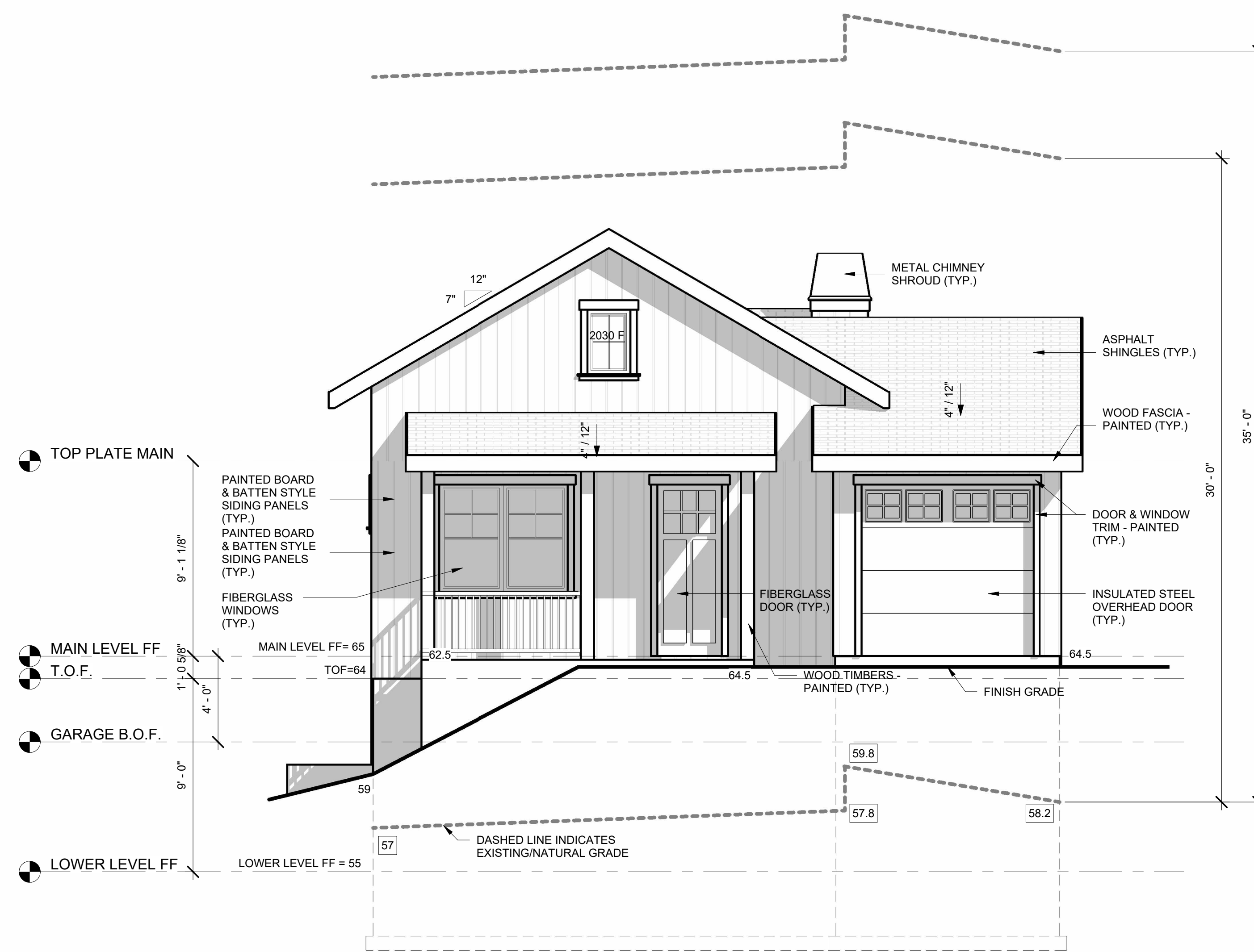
REVISION:

Project Status Issue Date
 DATE: MDW
 DRAWN BY: EV
 CHECKED BY:

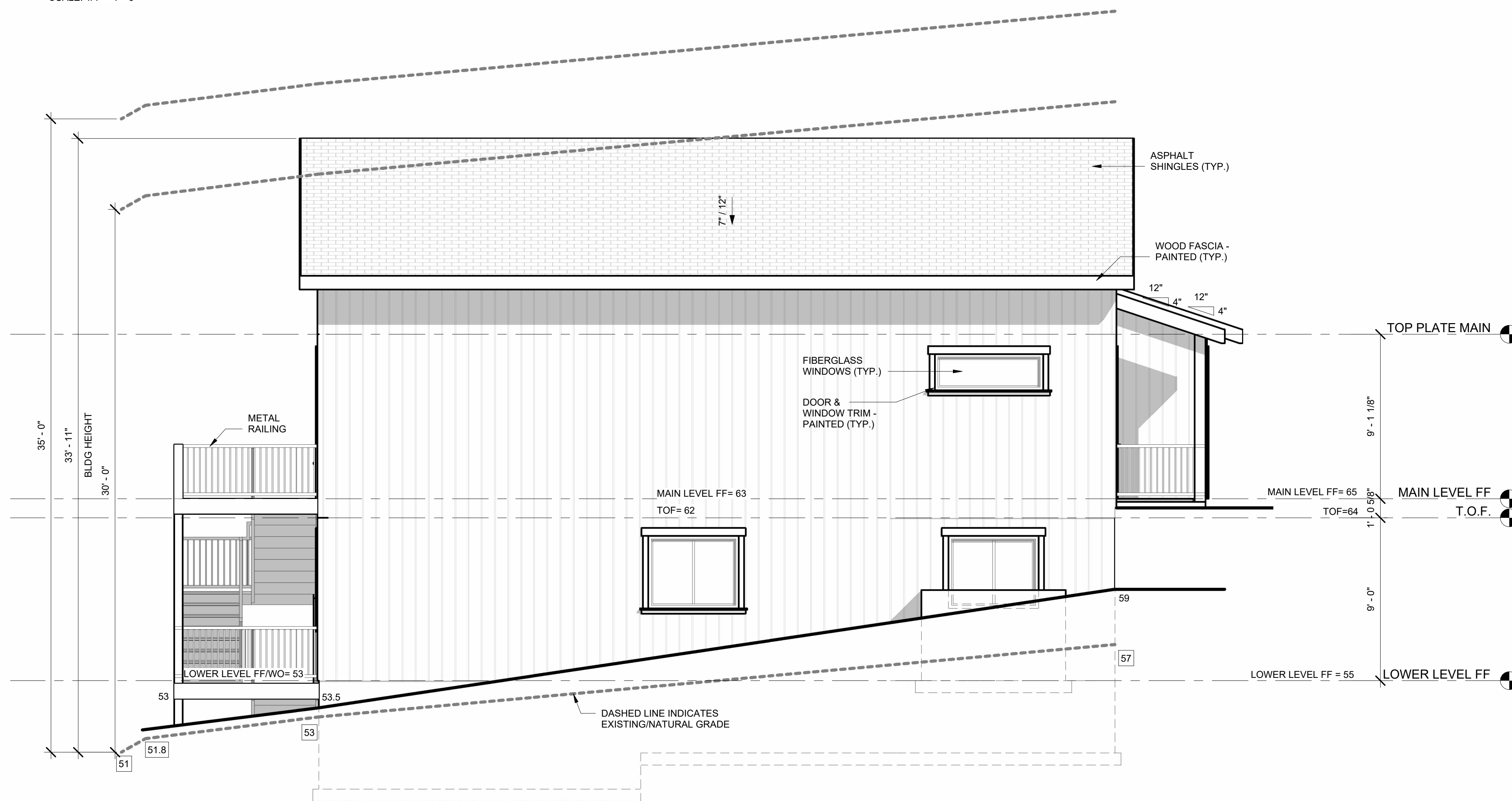
MAIN LEVEL FLOOR PLAN, DETAILS
MAIN LEVEL FLOOR PLAN

A3

NOTE:
 FOR OTHER APPLICABLE KEYNOTES SEE GENERAL NOTE SHEET 'CS1' FOR KEYNOTES AND CORRESPONDING ASSEMBLY NOTES.



FRONT ELEVATION SCALE: 1/4" = 1' - 0"



LEFT ELEVATION SCALE: 1/4" = 1' - 0"

GENERAL ELEVATION NOTES:

1. PROVIDE 6" MIN. GUTTER AT ALL OVERHANGS AND DOWN SPOUTS AT ALL CORNERS OR AT ALL 30' OF GUTTER RUNS. FIELD LOCATE ALL DOWN SPOUTS SUCH THAT THEY SHALL DRAIN 700sf OF ROOF SURFACE PER 2"x4" DOWN SPOUT. ALL DOWN SPOUTS SHALL HAVE TIPOUTS THAT ALLOW FOR DRAINAGE PAST BACK FILL AREAS APPROX 7'-0" FROM VERTICAL WALL TO PROVIDE DRAINAGE AWAY FROM STRUCTURE IN ALL DIRECTIONS.
2. ROOF VENTILATION SHALL COMPLY WITH 2021 IRC R806.2. - _____ SQ. FT. OF VENTILATING AREA.
3. NOTES SHALL APPLY TO ALL ELEVATION CONDITIONS OF LIKE OR SIMILAR CONDITIONS.
4. ANY BOULDER RETAINAGE WALL SHOWN SHALL BE LESS THAN 48" IN HEIGHT w/60" MIN APART IF MORE THAN (1) WALL OR SHALL BE DESIGNED BY SOILS ENGINEER. ANY RETAINING WALLS ARE SHOWN FOR REFERENCE. FIELD VERIFY WITH SITE PLAN AND ACTUAL SITE CONDITIONS PRIOR TO BACK FILL. IN ADDITION, VERIFY WITH CONTRACTOR ACTUAL RETAINING WALL CONSTRUCTION.
5. ICE AND SNOW SHIELD REQUIRED ABOVE 7,000 FEET ABOVE SEA LEVEL.

ASSEMBLY NOTES:

- A ROOF:
- B FASCIA/SOFFIT:
- C EXTERIOR WALL:
- D EXTERIOR WALL BALLOON FRAME:
- E FRAMED FLOOR SYSTEM:
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- G RAILING SYSTEM:
- H STAIRS:
- I BASEMENT FOUNDATION WALL:
- J SLAB ON GRADE:
- K PERIMETER DRAIN SYSTEM:

ALL ASSEMBLIES AND GENERAL NOTES REFER TO SHEET CS1 AND SPECIFICATIONS SHEET SS1

SPECIFIC ELEVATION NOTES:

- 80 NOT USED
- 81 NOT USED
- 82 NOT USED
- 83 DIVIDED LIGHTS AS SHOWN. FIELD VERIFY w/CONTRACTOR PRIOR TO ORDERING AND INSTALLATION
- 84 FALSE STONE VENEER FIELD VERIFY ACTUAL STONE LOOK W/OWNER PRIOR TO ORDERING AND INSTALLATION
- 85 WINDOW AND DOOR TRIM
- 86 DOOR STYLE IS REPRESENTATIONAL ONLY. F.V. STYLE, MATERIAL & AVAILABILITY W/ MFG PRIOR TO ORDERING
- 87 FALSE DECO GABLE END TRUSS. SCREW INTO GABLE END TRUSS WEBS OR BLOCKING BETWEEN WEBS.
- 88 VERTICAL SIDING MATERIAL TBD PRIOR TO ORDERING & INSTALLING. F.V. W/ CONTRACTOR
- 89 HORIZONTAL SIDING MATERIAL TBD PRIOR TO ORDERING & INSTALLING. F.V. W/ CONTRACTOR

NOTE:
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ELEVATION NOTE SYMBOLS:

- = FINISH GRADE LINE
- - - = EXISTING GRADE LINE
- 01 = EXISTING GRADE ELEVATION
- 01 = FINISH GRADE ELEVATION
- TOW=07 = TOP OF FOUNDATION WALL ELEVATION
- MO=08 = MAIN LEVEL FINISH FLOOR ELEVATION

Contact:

946 MIDLAND AVENUE

PROJECT #: 23-2414

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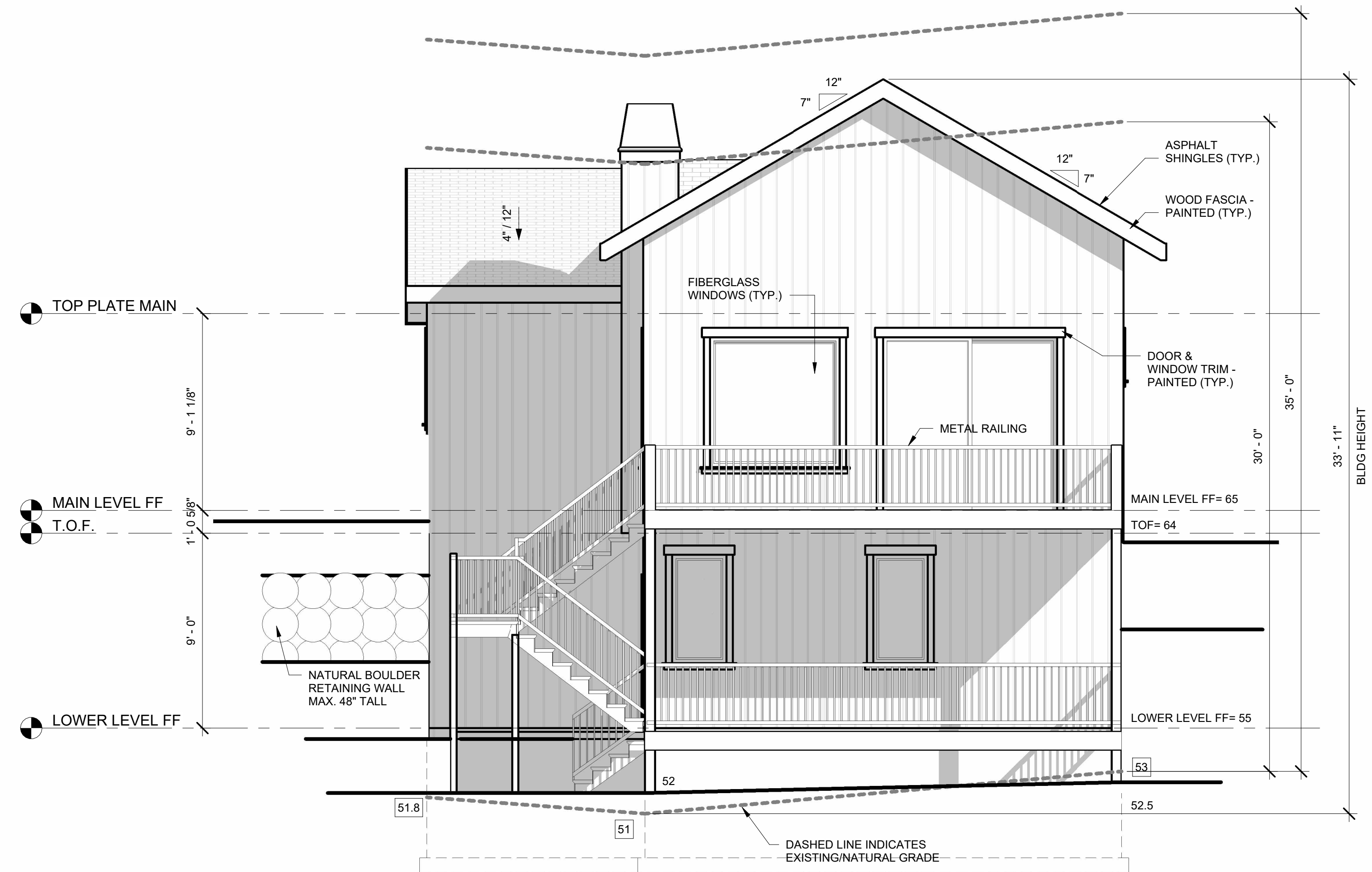
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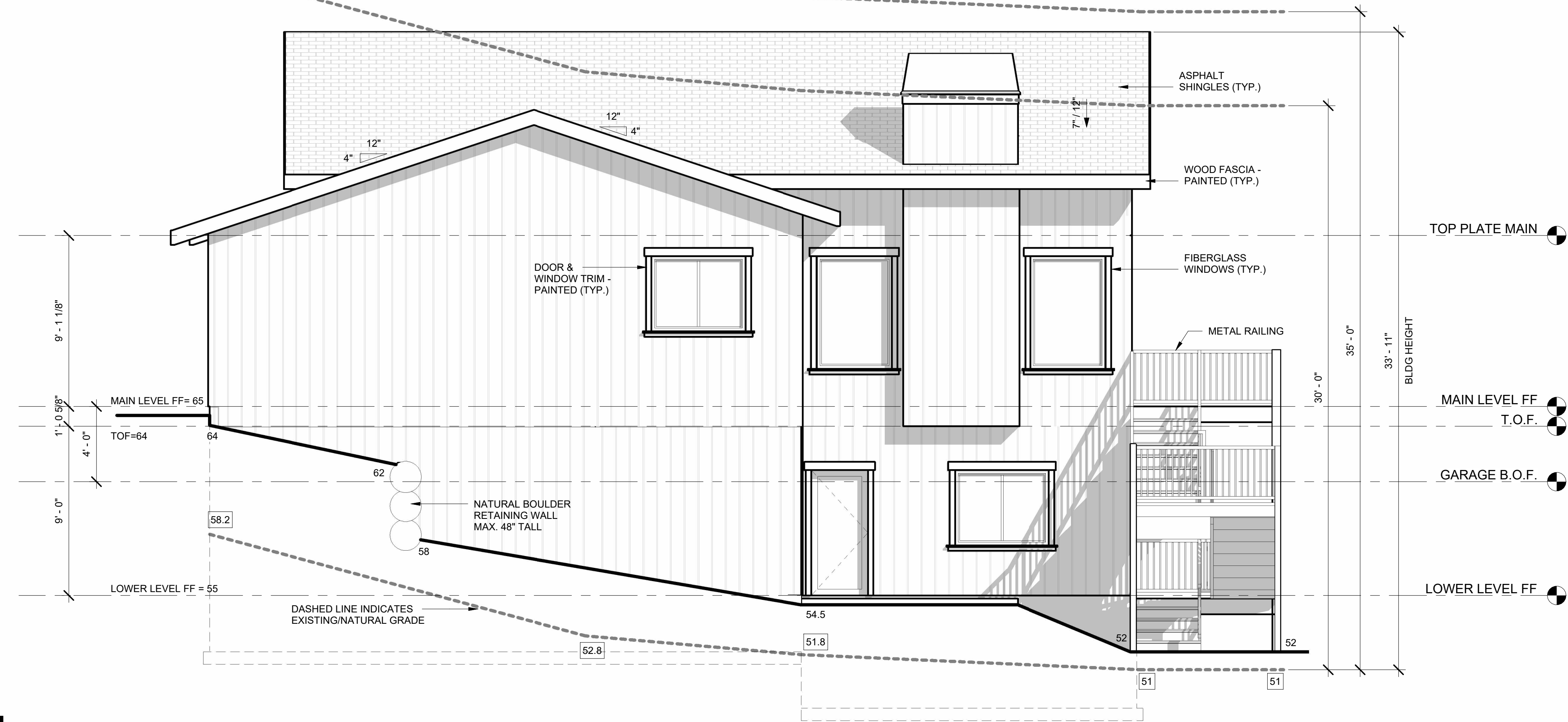
ELEVATIONS
FRONT AND LEFT ELEVATIONS

A6



REAR ELEVATION

SCALE: 1/4" = 1' - 0"



RIGHT ELEVATION

SCALE: 1/4" = 1' - 0"

GENERAL ELEVATION NOTES:

1. PROVIDE 6" MIN. GUTTER AT ALL OVERHANGS AND DOWN SPOUTS AT ALL CORNERS OR AT ALL 30' OF GUTTER RUNS. FIELD LOCATE ALL DOWN SPOUTS SUCH THAT THEY SHALL DRAIN 700sf OF ROOF SURFACE PER 2"x4" DOWN SPOUT. ALL DOWN SPOUTS SHALL HAVE TIPOUTS THAT ALLOW FOR DRAINAGE PAST BACK FILL AREAS APPROX 7'-0" FROM VERTICAL WALL TO PROVIDE DRAINAGE AWAY FROM STRUCTURE IN ALL DIRECTIONS.
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946 MIDLAND AVENUE

PROJECT #: 23-2414

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CHECKED BY: EV

ELEVATIONS
REAR AND RIGHT ELEVATIONS

A7

Contact:

946 MIDLAND AVENUE

PROJECT #: 23-2414

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REVISION:

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CHECKED BY:		EV

3D VIEWS

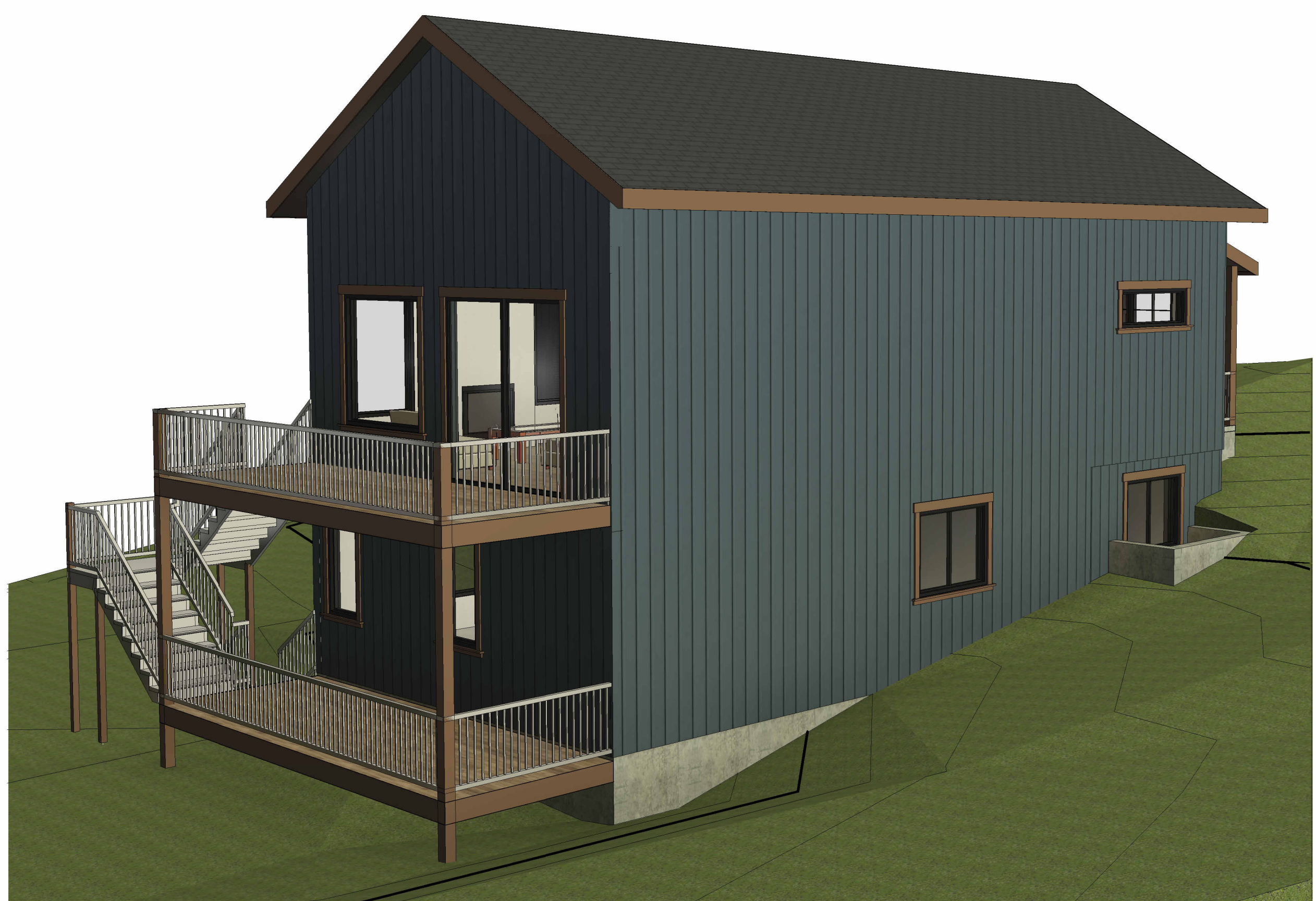
3D VIEWS

A8

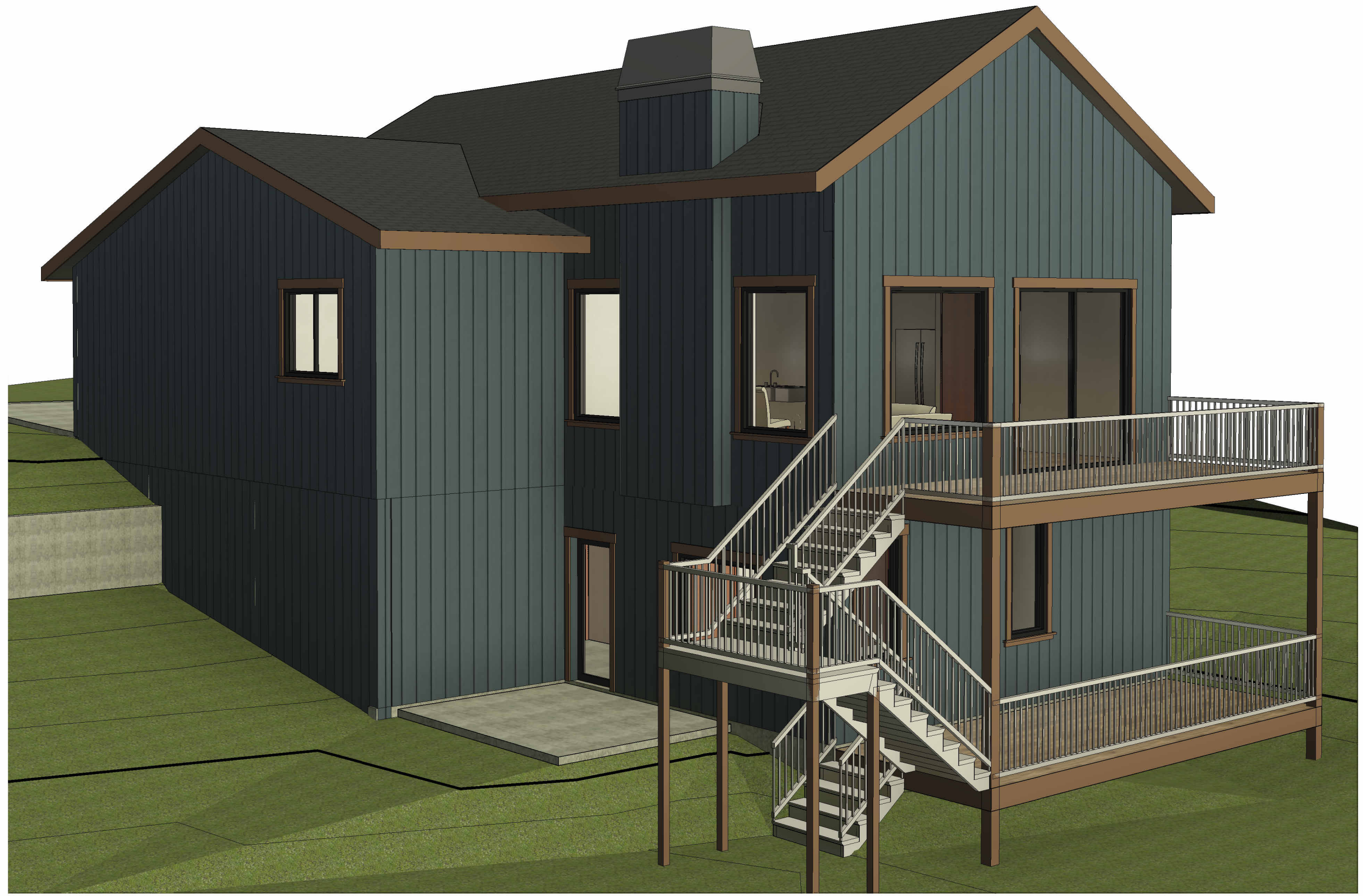
4/8/2026 4:35:05 PM



1 3D VIEW 1



2 3D VIEW 2



4 3D VIEW 3



3 3D VIEW 4



Title: MNR 2602 - Minor Development Plan for the new construction of two single household detached dwelling units on two lots
From: Chelsea Royston, AICP
To: City Planning Commission
Address of Proposal: 944 and 946 Midland Avenue
Applicant: LGA Studios, applicant, on behalf of Summit Ministries, property owner

May 13, 2026

Proposal:

The applicant proposes a Minor Development Plan for the construction of two new single-household detached dwelling units. The application also includes a height variance and front setback variance, which are detailed in those respective staff reports.

Zone District:

General Residential

Background & Existing Conditions:

The Minor Development Plan proposes two single-household detached dwelling units, each on an individual lot. This application could be reviewed as two minor site plans, however, with the inclusion of the variances, staff recommended the applicant combine the review into one Minor Development Plan to be reviewed concurrently by the City Planning Commission. The owner intends to rent the units to staff with families.

Both proposed structures are two-stories, have 1,502 square foot footprints, which includes decks and attached single-car garages. The 944 Midland lot is 4,904 square feet whereas the 946 Midland lot is 4,500 square feet. There was previously a residential structure on the site that was legally demolished in 2014 in accordance with the procedure set forth by the Manitou Springs Municipal Code.

The properties are in the Historic District, and have been reviewed by the Historic Preservation Commission (HPC). The HPC granted height relief of up to five feet (30 feet, where 25 feet is the maximum) for both properties, and side setback relief of five feet where 7.5 feet is required for 946 Midland. These allowances are permitted under footnote 1 in Table 18.02.2.1-1. Since the HPC review on March 4, 2026, the applicant has identified the need for additional height due to the site topography.

Application Detail:

The submittal package for the Minor Development Plan includes a site plan showing both parcels and the proposed structures, retaining walls, and other impermeable area. The plans also show two existing accessory structures that have been designated as non-contributing to the Historic District and are intended to be removed. A landscape plan was required in accordance with Section 18.03.6.4, however, installation of landscaping isn't required for single-household development, except for the General Landscape Standards requiring lot coverage. Development



of two single-household dwelling units at the same time does not meet the definition of Multi-Household Dwellings and, therefore, does not require landscaping.

A drainage plan was also required, however, the Grading Permit is not required as part of the Minor Development Plan application package. The Grading Permit is within the purview of the Planning Director and the technical documents will be reviewed by the City's engineering reviewer. No site disturbance will be permitted prior to the approval of a Grading Permit.

Public Involvement:

The application was noticed in accordance with Section 18.06.3.7. No comments have been received as of the publication of this report.

Findings & Review Criteria:

Section 18.06.4.12.F of the LUDC states The Planning Commission shall consider the following criteria in the review of all *Minor Development Plan* applications:

1. General conformance with the goals and policies of the Comprehensive Plan and other plans and policies adopted by the City Council;

Staff finds the proposed development to conform with the Comprehensive Plan, specifically:

Goal HN-1: Encourage a diverse range of housing types and living situations to support safe, affordable, and accessible housing options that meet the needs of residents of all ages, abilities, and income levels.

Policy HN-1.4: Workforce Housing

Goal HN-3: Collaborate with local, regional, state, and federal partners to meet the City's affordable housing needs.

Goal LU-4: Encourage the use of sustainable development practices and site planning techniques and technologies in all public and private development.

2. The details of the use, site design, building location, orientation, and exterior building materials are compatible and harmonious with the surrounding neighborhood;

The neighborhood is zoned General Residential and is developed primarily with single-household detached dwelling units, making the proposed use compatible with nearby uses. Summit Ministries owns several lots in the neighborhood and intends to retain the proposed development for use as residential rental units for staff. The proposed structures are comparable in size and scale to existing structures in the neighborhood and along Midland Avenue. Due to the topography of the area, houses



on the south side of Midland Avenue appear taller than the houses on the north side of the street. Setbacks also vary in the area and can impact how building massing is perceived. The site is on the north side of the street and the proposed structure is two-story. Should the variance for the reduced front setback be approved by CPC, the structure may appear larger and taller than others nearby, however, staff does not find it to be incompatible.

3. The project meets dimensional standards applicable to the zone district, such as but not limited to building *setbacks*, *building height*, and *building area*, or any applicable requirement;

The applicant is seeking variances to building height and front setbacks (see variance staff reports). All other dimensional standards are met.

4. The project grading, drainage, flood protection, stormwater quality, and stormwater mitigation complies with the applicable Sections of this LUDC;

The project will seek a Grading and Erosion Control Plan prior to any site work. The project does not meet applicable thresholds for stormwater quality and mitigation.

5. The project complies with all the *development* standards of this section; and The project complies with all applicable development standards except for those identified in the variance requests. Though one of the variance requests seeks to reduce the front yard setback, the driveway length remains sufficient to meet off-street parking requirements in conjunction with the single car attached garage.

6. The project preserves, protects, integrates, or mitigates impacts to any identified sensitive or hazardous natural features associated with the site.

The steepest slope on the site is immediately adjacent to the roadway. The site design and front yard variance request is intended to avoid manipulating the grade as much as possible.

Staff Recommendation:

Motion Language Options:



Title: VAR 2603 - Height Variance - thirty-five feet (35') where twenty-five feet (25') is permitted.

From: Chelsea Royston, AICP

To: City Planning Commission

Address of Proposal: 944 and 946 Midland Avenue

Applicant: LGA Studios

May 13, 2026

Proposal:

The applicant is requesting a variance to allow height up to 35 feet where 25 feet is permitted by code. The Historic Preservation Commission has granted additional height up to 30 feet as permitted under Section 18.02.1.4.C Building Height.

Zone District:

General Residential

Background & Existing Conditions:

The requested variance is associated with the Minor Development Plan MNR 2602 which proposes two single-household detached dwelling units, each on an individual lot. This application could be reviewed as two minor site plans, however, with the inclusion of the variances, staff recommended the applicant combine the review into one Minor Development Plan to be reviewed concurrently by the City Planning Commission. The owner intends to rent the units to staff with families.

Both proposed structures are two-stories, have 1,502 square foot footprints, which includes decks and attached single-car garages. The 944 Midland lot is 4,904 square feet whereas the 946 Midland lot is 4,500 square feet. There was previously a residential structure on the site that was legally demolished in 2014 in accordance with the procedure set forth by the Manitou Springs Municipal Code.

The properties are in the Historic District, and have been reviewed by the Historic Preservation Commission (HPC). The HPC granted height relief of up to five feet (30 feet, where 25 feet is the maximum) for both properties, and side setback relief of five feet where 7.5 feet is required for 946 Midland. These allowances are permitted under footnote 1 in Table 18.02.2.1-1. Since the HPC review on March 4, 2026, the applicant has identified the need for additional height due to the site topography.

Application Detail:

The proposed structure is comparable in size and scale to existing structures along Midland Avenue. Due to the topography of the area, houses on the south side of Midland Avenue appear taller than the houses on the north side of the street. Setbacks also vary in the area and can impact how building massing is perceived. The site is on the north side of the street and the



proposed structure is two-story. Should the variance for the reduced front setback be approved by CPC, the structure may appear larger and taller than others nearby, however, staff does not find it to be incompatible.

The structure at 944 Midland is proposed to have a height of approximately 17 feet on the front façade adjacent to Midland Avenue. Due to site topography and the way height is measured, the rear façade is proposed to be approximately 33'5".

The structure at 946 Midland is proposed to have a height of approximately 20 feet on the front façade adjacent to Midland Avenue. Due to site topography and the way height is measured, the rear façade is proposed to be approximately 34'.

Public Involvement:

The application was noticed in accordance with Section 18.06.3.7. No comments have been received as of the publication of this report.

Findings & Review Criteria:

This application is reviewed in accordance with Section 18.06.4.2

E. Approval Criteria. No variance shall be authorized unless the Planning Commission finds that all of 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

The application was reviewed by the City's contracted engineer and the Colorado Geological Survey. While the Grading and Erosion Control Permit falls within the authority of the Planning Director, neither entity objected to the proposed plans. Additional information regarding the drainage letter and retaining wall design was requested.

2. No adverse impact will result on adjacent properties;

During the public hearing at the Historic Preservation Commission, an adjacent property owner to the north (rear) expressed concerns about the potential for shadows cast by the height of the proposed structures. The proposed siting of the structures in the southern portion of the site allows for a rear yard of approximately 32 feet, which exceeds the required 20 feet. Staff does not anticipate any reduction in light to adjacent properties which would constitute an adverse impact.

- 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;

It is unclear if the applicant would suffer unnecessary hardship if this variance is not granted.

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*;

The extent of this variance is necessary for the design to include steep roof pitches, which are encouraged by the Historic District Design Guidelines. The roof pitches could be lessened to reduce the scope of the variance.

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;

The proposed structure is comparable in size and scale to existing historic structures along Midland Avenue. Due to the topography of the area, houses on the south side of Midland Avenue appear taller than the houses on the north side of the street.

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;

While the owner of the properties is proposing new infill development, the topography of the site is not a self-imposed hardship.

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;

It does not appear that this criteria is met.

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

While this application does not preserve a structure, the site is in the High Road historic subdistrict and the Historic Preservation Commission has found the proposed design to be in conformance with the Historic District Design Guidelines.

Staff Recommendation:



Motion Language Options:



Title: VAR 2604 - Front Setback Variance - ten feet (10') where fifteen feet (15') is required
From: Chelsea Royston, AICP
To: City Planning Commission
Address of Proposal: 944 and 946 Midland Avenue
Applicant: LGA Studios

May 13, 2026

Proposal:

The applicant is requesting a variance to the front yard setback to allow ten feet (10') where fifteen feet (15') is required.

Zone District:

General Residential Zone

Background & Existing Conditions:

The requested variance is associated with the Minor Development Plan MNR 2602 which proposes two single-household detached dwelling units, each on an individual lot. This application could be reviewed as two minor site plans, however, with the inclusion of the variances, staff recommended the applicant combine the review into one Minor Development Plan to be reviewed concurrently by the City Planning Commission. The owner intends to rent the units to staff with families.

Both proposed structures are two-stories, have 1,502 square foot footprints, which includes decks and attached single-car garages. The 944 Midland lot is 4,904 square feet whereas the 946 Midland lot is 4,500 square feet. There was previously a residential structure on the site that was legally demolished in 2014 in accordance with the procedure set forth by the Manitou Springs Municipal Code.

The properties are in the Historic District, and have been reviewed by the Historic Preservation Commission (HPC). The HPC granted height relief of up to five feet (30 feet, where 25 feet is the maximum) for both properties, and side setback relief of five feet where 7.5 feet is required for 946 Midland. These allowances are permitted under footnote 1 in Table 18.02.2.1-1. Since the HPC review on March 4, 2026, the applicant has identified the need for additional height due to the site topography.

Application Detail:

The design proposes the front-most facade planes to be set back ten feet from the property line. While this is compliant for a portion of the front facade, the General Residential Zone District requires garages to be set back an additional five feet (fifteen feet total). The applicant states that the slope of the site, which is most severe in the proposed front yards, requires the houses to be built as close to the front property line as possible so there is adequate overhead clearance for vehicles entering and exiting the garage. The plans also show the front property line is



approximately twelve feet (12') from the edge of the Midland Avenue pavement. The additional right of way between the developed roadway and the front property line will create the appearance of a larger front yard.

Section 18.03.8.3-1 requires two off-street parking spaces per dwelling unit. The proposed plans meet this requirement with single-car garages and driveways.

Public Involvement:

The application was publicly noticed in accordance with Section 18.06.3.7 of the LUDC. No comments have been received as of the publication of this report.

Findings & Review Criteria:

This application is reviewed in accordance with Section 18.06.4.2.

E. Approval Criteria. No variance shall be authorized unless the Planning Commission finds that all of 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

The application was reviewed by the City's contracted engineer and the Colorado Geological Survey. While the Grading and Erosion Control Permit falls within the authority of the Planning Director, neither entity objected to the proposed plans. Additional information regarding the drainage letter and retaining wall design was requested.

2. No adverse impact will result on adjacent properties;

Staff is not aware of any adverse impacts to adjacent properties caused by the front yard setback variance request.

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;

It is unclear if the applicant would suffer unnecessary hardship if this variance is not granted.

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*;

There do not appear to be design alternatives that include a garage. The significant slope away from the roadway presents a challenge to any configuration containing a garage due to the overhead clearance concern. While rear alley access is typically required for properties with garages that are not incorporated into the primary facade, these properties do not have rear alley access. It is unclear which alternatives have been considered that meet the minimum parking requirement without a garage.

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;

There is no clear development pattern along Midland Avenue, setbacks vary as do parking arrangements. It does appear that the properties with garages are situated closer to the street in order to overcome the topographic challenges. The properties that have developed off-street parking without garages appear to have engineered level parking platforms through substantial fill and grade manipulation. These solutions are also situated within the front yard setback but likely did not require variances.

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;

While the owner of the properties is proposing new infill development, the topography of the site is not a self-imposed hardship.

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;



It does not appear that this criteria is met.

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

While this application does not preserve a structure, the site is in the High Road historic subdistrict and the Historic Preservation Commission has found the proposed design to be in conformance with the Historic District Design Guidelines.

Staff Recommendation:

Motion Language Options: