



CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Nancy E. Larson, City Planner

DATE: February 22, 2016

SUBJECT: Proposed amendments to Section 28-4-6(g)(5) of the Zoning Ordinance regarding minimum building setbacks for carports within manufactured housing parks and to add a definition of “Carport” to the Glossary

Recommendation:

Accept this report to refer the item back to the Planning Board for reconsideration and direct the Board to consider the proposed amendments to Section 28-4-6(g)(5) of the Zoning Ordinance to reduce the setback for carports from 20 ft. from the front property line to 5 ft., within manufactured housing parks, and adding a new Section 28-4-6(g)(6) establishing a minimum separation for carports. Also proposed is adding a definition for “Carport” to the Glossary of terms.

Background:

During their October 29, 2014 meeting, the Planning Board considered the request of Dana M. Rood, Managing Member, Concord Terrace, LLC to revise the Zoning Ordinance to more readily allow for carports in manufactured housing parks. Carports are currently allowed, however, the minimum front yard setback of 20 ft. is quite challenging to achieve compliance within manufactured housing parks. A copy of the October 29, 2014 Planning Board minutes are attached for the Council’s convenience.

Discussion:

After considerable discussion, the Planning Board voted to leave the existing language as is, however, emphasize the need to City Council to have a permitting process in place for the installation of carports within manufactured housing parks.

Mr. Rood requests that the current front yard setback for carports be reduced from 20 ft. to no less than 4 ft. from the edge of the pavement. The roads within all of the manufactured housing parks are either privately owned and maintained or owned and maintained by all residents in a cooperative form of ownership. Staff recommends a minimum 5 ft. setback to allow adequate

room for snow storage and because even where accessory structures are permitted in side or rear yards the standard minimum setback reduction is no less than 5 feet.

The planning staff encourages City Council to refer the item back to the Planning Board for reconsideration. The Planning and Code divisions met on several occasions since the October 2014 Planning Board meeting to explore options for amending the language. The purpose of the amendments is to enable the placement of carports within manufactured housing parks so residents can enjoy the benefits of keeping their vehicle protected from the elements year-round. If adopted, staff anticipates that the reduced setback would also increase the likelihood that permits will be sought to install a carport, ensuring that these structures would be properly secured to the ground and comply with building code requirements.

These amendments would apply to all manufactured housing parks, whether privately owned or those with a cooperative form of ownership.

The park infrastructure of water and sewer is maintained by the individual park owner(s) or by a cooperative. As noted by Mr. Rood, it is the park's responsibility to make sure that no structures are placed in a manner to inhibit the access and repair of these services.

All other utilities; gas, phone, cable, electric, etc. are maintained by the service provider. Dig Safe should be contacted before the installation of a carport to ensure that these services are accessible for repair and maintenance.

Cc: File