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Planning & Community Development Dept.  
El Paso County  
2880 International Circle  
Colorado Springs, CO 80910

Please confirm in the letter of intent that drainage will not adversely affect the adjacent or downstream properties.

Dear El Paso County PCD:

This letter of intent is to accompany a request for an Administrative Special Use – Extended Family Dwelling. It is the desire of the applicant to construct a second residential dwelling on the referenced property to house immediate family members for the purpose of aiding and caring for both aging and youth family members as well as assist with post-fire property rehabilitation.

As required, the following information applies to and demonstrates qualification for this request:

- 1.) Applicant is the owner of the property associated with this request.
- 2.) The property is a 29.32 acre lot in Black Forest that is zoned RR5 and is applicant's primary residence.
- 3.) This request is for the purpose of housing and caring for immediate family members.
- 4.) Existing and proposed structures:
  - a. A single-family dwelling and a detached garage currently exist on the lot. This dwelling is a 2014 rebuild after the Black Forest Fire in 2013.
  - b. The existing driveway would serve both the current and proposed dwellings without the need for a second point of access to the street.
- 5.) A waiver request is also being made for the stipulation that extended family dwelling must share electrical service with the existing primary residence.
  - a. Correspondence with Engineering at Mountain View Electric stated their requirement is to have a separately metered electric service to support the new dwelling. A second service can be taken from the on-property transformer (avoiding a second main service line from the street), but would need to be separately metered. The existing underground service from the street to the on-property transformer is adequate to support both dwellings, however, the service from the on-property transformer to the current residence is insufficient to support two dwellings.

The proposed project is expected to commence upon successful petitioning for a special use permit and a duly executed building permit.

Respectfully,

*Craig A. McDermott*  
Craig A. McDermott

Per LDC 5.2.28(H), you must provide proof of a family hardship that justifies the need for the accessory housing. You will need to specify which family members are moving into the accessory living quarters and why it is needed. You do not need to be overly specific if you are uncomfortable divulging personal information, but the letter should justify the need.

Above, you request a "second residential dwelling." This is not accurate, as an accessory living quarters is different than a second dwelling unit. Specifically, you are requesting an accessory living quarters for permanent occupancy by an immediate family member.

You need to provide an accessory living quarters affidavit indicating that the accessory living quarters will not be rented.

You will need to provide copy of written correspondence from MVEA regarding their requirement for additional meter. MVEA has supplied a response letter for the Special Use and has not indicated whether or not such restriction applies. Additionally, even if second meter is required, billing should be on one account.

Special use criteria (LDC 5.3.2(C)) not addressed in Letter of Intent. You need to demonstrate compliance with this section in the letter.