



## Planning Division

### Supplemental Worksheet for Cottage Clusters

Unit Address: \_\_\_\_\_

Number of cottages planned on lot (min. of 4, max. of 8): \_\_\_\_\_

Is there a preexisting detached single-family home being retained on the lot? Yes  No

Indicate which of the following applies:

This is the first unit permitted in the cluster, excluding any preexisting home, and no other units are being permitted concurrently

This is one of multiple units being permitted concurrently.

Addresses of other concurrent units: \_\_\_\_\_

Other cluster units have previously been permitted on the lot.

Addresses of previously permitted cluster units: \_\_\_\_\_

This is a permit for a community building (if so, fill out only Community Building Standards below)

Staff Use: Section Complete  Section Incomplete  Information in Section not approvable  Notes: \_\_\_\_\_

### Common Courtyard Standards: See WC 4.113 (.14) F. 1.,7.,8.

Does the cottage abut a common courtyard or directly connect via a pedestrian path? Yes  No

A minimum of 50% of cottages must meet the following standards. Which of the following does this cottage meet?

Cottage has a main entrance facing the common courtyard

Cottage is within 10 feet of the common courtyard

Distance to common courtyard (measured from façade to nearest edge of courtyard): \_\_\_\_\_

Attached site plan shows cottage connected to the common courtyard by a pedestrian path

For any of the above standards the cottage does not meet, explain how the standards have already been met or will be met. Include references to other cottages by address and/or provide attached drawings demonstrating compliance.

Explanation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Common Courtyard Design Standards:**

Is each common courtyard one contiguous piece: Yes  No

Is the common courtyard abutted on at least two sides by cottages? Yes  No

Common courtyard area (min. 150 square feet per associated cottage, if multiple courtyards list courtyard size followed by number of associated cottages): \_\_\_\_\_

Width of common courtyard(s) at narrowest point (min. 15 feet): \_\_\_\_\_

Percent of courtyard area impervious (75% max.): \_\_\_\_\_

Pedestrian paths are included in the common courtyard (paths contiguous to courtyard can be counted part of area)? Yes  No

Parking, driveway, and setback areas not included in courtyard area calculation? Yes  No

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**Cottage Size and Siting Standards: See WC 4.113 (.14) F. 3.-6.**

Distance from adjacent structures (min. 6 feet): \_\_\_\_\_ Building Height (max. 25 feet): \_\_\_\_\_

Building Footprint (max. 900 square feet, attached garage up to 200 square feet exempted): \_\_\_\_\_

Habitable Area (max. 1,400 square feet): \_\_\_\_\_

Staff Use: Section Complete  Section Incomplete  Information in Section not approvable  Notes: \_\_\_\_\_

**Entry Orientation: See WC 4.113 (.14) F. 7.**

- Cottages within 20 feet of a street may orientate their entry to the street or an abutting courtyard, or if not abutting a courtyard, to a pedestrian path
- Cottages not within 20 feet of a street must orientate to a courtyard, if abutting. If not abutting a courtyard, they must orientate to a pedestrian path.

Indicate the entrance orientation for each unit by listing by number followed by orientation (street, courtyard, ped. path): \_\_\_\_\_

Staff Use: Section Complete  Section Incomplete  Information in Section not approvable  Notes: \_\_\_\_\_

**Community Buildings Standards: See WC 4.113 (.14) F. 9.** Leave blank except for community buildings

Community building floor area (max. 1,400 square feet): \_\_\_\_\_

Does the community building meet the definition of a dwelling unit? Yes  No

If a community building meets the definition of dwelling unit it must either (a) have a 900 square feet or less footprint or (b) have a recorded covenant stating it will not be used as a dwelling. Indicate which applies:

- Does not meet definition of dwelling unit
- 900 square feet or less footprint
- Restrictive covenant (attach documentation)

Staff Use: Section Complete  Section Incomplete  Information in Section not approvable  Notes: \_\_\_\_\_

**Pedestrian Access: See WC 4.113 (.14) F. 10.**

An accessible pedestrian path must be provided that connects the main entrance of the cottage to the following:

- The common courtyard(s)
- Shared parking area(s)
- Community building
- Sidewalks in public right-of-way

Attach a scale site drawing that shows the main entrance of the cottage and the destinations listed above showing required paths are provided. Site drawing attached: Yes  No

List all widths of pedestrian paths (min. four feet): \_\_\_\_\_

List surface material of pedestrian paths (required hard surface): \_\_\_\_\_

Staff Use: Section Complete  Section Incomplete  Information in Section not approvable  Notes: \_\_\_\_\_

**Parking Design Standards: See WC 4.113 (.14) F. 12.**

Parking location requirements:

Attached site drawings show no parking spaces, driveways, or drive aisles located between the street and the front façade of cottages located closest to street. Yes  No

Attached site drawings show no parking spaces within 10 feet of a property line, except if property line abuts an alley. Yes  No

Is any parking arranged in clusters rather than individual spaces? Yes  No

Number of parking clusters: \_\_\_ NA  Number of spaces in each cluster: \_\_\_\_\_ NA

Is each parking cluster separated from other parking by a min. 4-foot landscape buffer? Yes   
No  NA

Does landscaping, fencing, or walls of at least three feet in height separate clustered parking from common courtyards and public streets? Yes  No  NA

Is a garage or carport proposed with this permit? Yes  No

Does the garage or carport abut common courtyards (required no)? Yes  No  NA

Is the garage attached or detached? Attached  Detached  No Garage

Standards for All Garages:

Garage door width (max. 20 feet): \_\_\_\_\_

Attached Garage Standards

Area of attached garage (square feet): \_\_\_\_\_ If more than 200 square feet, combined footprint of attached garage and cottage (max. 1,100 square feet with cottage not max. 900 square feet): \_\_\_\_\_

Detached Garage Standards

Area of detached garage (max. 400 square feet): \_\_\_\_\_

Staff Use: Section Complete  Section Incomplete  Information in Section not approvable  Notes: \_\_\_\_\_

**Other Accessory Buildings and Existing Structures: See WC 4.113 (.14) F. 13.**

Are accessory buildings, besides community buildings or garages, proposed with this permit? Yes  No

Floor area of any of these accessory building (max. 400 square feet each ): \_\_\_\_\_

Does any existing single-family dwelling meet all the expansion restrictions in WC 4.113 (.14) F. 14. and is excluded from calculation of number of units orienting toward common courtyard?

Yes  No  NA

Staff Use: Section Complete  Section Incomplete  Information in Section not approvable  Notes: \_\_\_\_\_

**Staff Notes/Comments:**

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