



Community Planning & Permitting

Courthouse Annex • 2045 13th Street • Boulder, Colorado 80302
Mailing Address: P.O. Box 471 • Boulder, Colorado 80306
303-441-3930 • www.BoulderCounty.gov

MEMO TO: Boulder County Commissioners
FROM: Pete L'Orange – CP&P Development Review Team
DATE: March 27, 2025
RE: Call-up of SPR-24-0070: Ritzer Additions

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Staff Memo	2
Determination Letter (Attachment A)	A1 – A60
Public Comments (Attachment B)	B1

On March 5, 2025, the Community Planning & Permitting Department (CPP) issued a Determination Letter conditionally approving docket SPR-24-0070 Ritzer Additions, an application for Site Plan Review to deconstruct 242 square feet of residential floor area and construct 1,219 square feet of additions to an existing 5,044-square-foot house resulting in a total residential floor area of 6,021 square feet where the presumed compatible size is 5,536 square feet at 5775 Jay Road. On March 19, 2025, the Board of County Commissioners (BOCC) requested that the application be called up to a Business Meeting to determine whether or not a public hearing for the proposal should be held. Staff request that the BOCC determine whether or not a public hearing shall be held for SPR-24-0070 Ritzer Additions.

The original application proposed the deconstruction of 302 square feet of existing above grade residential floor area and construction of a 376-square-foot addition to the first story and 748-square-foot addition to the second story of an existing 5,044-square-foot house. The applicant also proposed to construct a 288-square-foot detached accessory residential structure. The total residential floor area original proposed by the applicant was 6,154 square feet, which exceeded the presumed compatible size of 5,536 square feet. During the course of the application review, the applicant requested the application be placed on hold while they considered revisions to the proposal. The applicant submitted revised plans which included the deconstruction of 242 square feet of existing residential floor area and construction of a 1,219 square feet addition to the second story. The total resulting residential floor area proposed was 6,021 square feet.

The applicant proposed to overcome the presumed compatible size by using existing underground floor area in accordance with Article 4-806.A.2.b(i)(A)(1)(b) of the Boulder County Land Use Code (the Code). Specifically, the existing residence includes a 582-square-foot

basement, which is completely below grade and not visible. As such, the resulting above grade and visible floor area proposed is 5,536 square feet of residential floor area.

With the condition that the above grade and visible residential floor area does not exceed the presumed compatible size, staff found the proposed development was compatible with the character of the defined neighborhood. The above grade and visible residential floor areas in the defined neighborhood range between 987 square feet and 7,618 square feet. As such, the Determination Letter approved a maximum above grade and visible floor of 5,536 square feet. Staff did not identify any particular concerns related to the visual impact of the proposed development, as the proposed additions are to an existing structure, on a moderately large parcel, located away from other residences.

Following the issuance of the Determination Letter, CPP staff received one comment from a member of the public stating that they had no objections to the proposal as it would not have any significant impact on their property (Attachment B).

Staff request that the BOCC determine whether or not to call up the Director's Determination for SPR-24-0070 Ritzer Additions for review at a public hearing.



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Claire Levy County Commissioner

Marta Loachamin County Commissioner

Ashley Stolzmann County Commissioner

3/5/2025

Josh Ritzer
 5775 Jay Road
 Boulder, CO 80301

Dear Applicant(s):

This letter certifies that in accordance with section 4-800 of the Boulder County Land Use Code, the Boulder County CPP Director has Approved with Conditions the site plan for the following, effective March 5, 2025.

Docket: SPR-24-0070 Ritzer Additions and Accessory Structure

Request: APPROVED: Site Plan Review to deconstruct 242 square feet of residential floor area and construct 1,219 square feet of additions to an existing 5,044-square-foot house resulting in a total residential floor area of 6,021 square feet where the presumed compatible size is 5,536 square feet at 5775 Jay Road.

REVISED: Site Plan Review to deconstruct 242 square feet of residential floor area and construct 1,219 square feet of additions to an existing 5,044-square-foot house resulting in a total residential floor area of 6,021 square feet where the presumed compatible size is 5,536 square feet at 5775 Jay Road.

ORIGINAL: Site Plan Review to deconstruct 302 square feet of residential floor area and construct 1,124 square feet of additions to an existing 5,044-square-foot house and construct a 288-square-foot accessory residential structure resulting in a total residential floor area of 6,154 square feet where the presumed compatible size is 5,536 square feet at 5775 Jay Road.

Location: 5775 JAY ROAD

Zoning: Rural Residential

Applicant: Josh Ritzer

This is a Conditional Approval made by the CPP Director, and is not final until a 14-day referral period has transpired. During the next 14 days, the Board of County Commissioners (BOCC) may choose to call this docket up for a public hearing. If no hearing is required, this letter will serve as the final determination. Building, grading and access permits will be subject to any and all conditions of approval.

If the BOCC should decide to modify the CPP Director's approval, or determines that further review is necessary, a public hearing will be held. Upon completion of the public hearing and approval by the BOCC, if a building, grading or access permit has been applied for, it will continue in the process and permits may be issued subject to any and all conditions of approval.

In the event that you wish to appeal any conditions of the CPP Director's determination, you are entitled to appeal the determination to the BOCC. You must file an appeal for this purpose with the CPP Department in writing no later than 14 days after the date of this letter. If an appeal is requested, the BOCC will review the CPP Director's determination at a public meeting.

Please be aware that the attached Conditions of Approval become final if the docket is not called up by the BOCC at the end of the 14-day review period. There are no other administrative means to appeal. If you wish to resubmit information with regards to complying with any of the attached Conditions of Approval, and have this information reviewed for approval by staff prior to the end of the 14-day review period, your submissions must be received by the office no later than 10 days from the date of this letter.

Site Plan Review approval is valid for three years from the date of this letter although any changes in County regulations could affect the proposal prior to application for a building permit. In order to be issued a building permit, the project must comply with all policies and regulations in effect at the time of permit application.

A Building Permit cannot be issued for this project until the applicable conditions above have been met. Furthermore, a Certificate of Occupancy cannot be issued for this project until the applicable conditions above have been met. A SPR inspection will need to be scheduled with this department prior to the issuance of a Certificate of Occupancy. None of the conditions of approval will be waived or a Certificate of Occupancy issued for this project based upon the applicant's need to meet financial obligations (i.e., construction cost overruns or loan closing dates). Any future additions to the approved structure, regardless of size, will require SPR approval to amend this SPR.

The Public Notice sign must remain posted for 14 days after the date of this letter and then returned to the CPP Department in a timely manner after this date. Or, if your Site Plan Review application requires a public hearing, please return the sign after the final public hearing. We will begin processing a refund for the \$25 sign deposit when your sign is returned, and a check will be mailed to you within approximately 2 weeks.

Please carefully review the attached conditions of approval. Compliance with these conditions will be confirmed as is necessary throughout the process.

Sincerely,



Pete L'Orange
Senior Planner

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APPLICATION #: SPR-24-0070
APPLICANT: Josh Ritzer
PROJECT LOCATION: 5775 Jay Road
PROJECT SUMMARY: REVISED: Site Plan Review to deconstruct 242 square feet of residential floor area and construct 1,219 square feet of additions to an existing 5,044-square-foot house resulting in a total residential floor area of 6,021 square feet where the presumed compatible size is 5,536 square feet at 5775 Jay Road.

ORIGINAL: Site Plan Review to deconstruct 302 square feet of residential floor area and construct 1,124 square feet of additions to an existing 5,044-square-foot house and construct a 288-square-foot accessory residential structure resulting in a total residential floor area of 6,154 square feet where the presumed compatible size is 5,536 square feet at 5775 Jay Road.

CONDITIONS OF APPROVAL

Article 4-802.A.2 of the Boulder County Land Use Code (the Code) states that Site Plan Review shall be required for any increase in residential floor area which results in a total residential floor area greater than 125% of the median residential floor area for the defined neighborhood in which the subject parcel is located. Given that, in this case, the applicant is proposing an increase in residential floor area to a total resulting size of 6,154 square feet, which would exceed 125% of the median residential floor area for the defined neighborhood, Site Plan Review is required.

Article 4-806.A of the Land Use Code states that no Site Plan Review can be approved without compliance with the following standards. All site plan review applications shall be reviewed in accordance with the following standards which the Director has determined to be applicable based on the nature and extent of the proposed development. ***Only those standards applicable to this project are included in this list.***

1. ***To provide a greater measure of certainty as to the applicable neighborhood relevant for comparison, the following definition of neighborhood shall be used to review proposed Site Plan Review applications:***
 - c. ***For applications outside of platted subdivisions with seven or more developed lots or the townsites of Allenspark, Eldora, Eldorado Springs,***

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Raymond, and Riverside, the defined neighborhood is the area within 1,500 feet from the applicable parcel. The neighborhood shall not include any parcels inside municipal boundaries, platted subdivisions with seven or more developed lots or the townsites of Allenspark, Eldora, Eldorado Springs, Gold Hill Historic District, Raymond, and Riverside.

The applicable neighborhood for the subject parcel is the area within 1,500 feet of the subject parcel, excluding any parcels inside municipal boundaries, platted subdivisions with seven or more developed lots or the townsites of Allenspark, Eldora, Eldorado Springs, Gold Hill Historic District, Raymond, and Riverside.

2. ***The size of the resulting development (residential or nonresidential) must be compatible with the general character of the defined neighborhood.***
 - a. ***In determining size compatibility of residential structures within the defined neighborhood, it is presumed that structures of a size within the larger of a total residential floor area of either (1) 125% of the median residential floor area for that defined neighborhood or (2) of a total residential floor area of 1,500 square feet in the mapped townsites of Allenspark, Eldora, Eldorado Springs, Raymond, and Riverside, or 2,500 square feet for all other areas of the County, are compatible with that neighborhood, subject also to a determination that the resulting size complies with the other Site Plan Review standards in this section 4-806.A.***

A. SIZE PRESUMPTION

The presumed compatible size of residential structures within the defined neighborhood (see Standard 1 above for the applicable neighborhood) is 5,536 square feet.

Median (total residential floor area) in the defined neighborhood*	4,429 square feet
125% of the median residential floor area in the defined neighborhood	5,536 square feet
Total existing residential floor area on the subject parcel*	5,044 square feet
Total proposed residential floor area	6,021 square feet

**Source: Boulder County Assessor's records, as verified by CPP staff for the subject parcel.*

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b. Either the applicant or the Director may demonstrate that this presumption does not adequately address the size compatibility of the proposed development with the defined neighborhood.

i. Factors to be considered when determining the adequacy of this presumption and whether it can be overcome include:

A. The visibility of the proposed development from other private parcels within the defined neighborhood, as well as public roads and open space both within and outside that defined neighborhood.

1. The proposed development must be minimally visible from the above-listed areas. Mitigation of visibility impacts may be achieved by:

(b) underground construction to screen the proposed development; existing underground residential floor area may be considered.

B. ABILITY TO OVERCOME THE SIZE PRESUMPTION

There is an existing 5,044-square-foot residence on the subject parcel, including the following: a 1,782-square-foot first floor; an 1,872-square-foot second story; a 582-square-foot basement; a 748-square-foot attached garage; and a 460-square-foot greenhouse. Per Article 18-189D of the Code, gazebos, carports, greenhouses, and hoopouses are exempt from residential floor area, up to a combined size of 400 square feet; as such, only 60 square feet of the existing greenhouse is included in the existing residential floor area calculations.

The applicant proposes to deconstruct 242 square feet of existing residential floor area on the second story; the applicant then intends to construct a new 748-square-foot second story addition above the existing garage and a 471-square-foot second story addition on the northwest side of the residence. The total proposed residential floor area is 6,021 square feet with 5,439 square feet aboveground and visible.

This exceeds the presumed compatible size of 5,536 square feet by 582 square feet.

Article 4-806.A.2.b of the Code provides that either the applicant or Director may demonstrate that the presumed compatible size does not adequately address the size compatibility of the proposed development within the defined neighborhood. Per Article 4-806.A.2.b(i)(A)(1)(b), a proposed development may be able to overcome the presumed compatible size if visual impacts are

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sufficiently mitigated by underground construction to screen the proposed development; existing underground residential floor area may be considered in seeking to overcome the presumed compatible size.

Staff finds that the visibility of the proposed development from other private parcels within the defined neighborhood or area is partially mitigated as there is an existing 582-square-foot basement, which is completely underground and is not visible. The proposed resulting aboveground and visible floor area is 5,439 square feet. Aboveground and visible floor area totals within the defined neighborhood range from 987 square feet to 7,618 square feet, with a median size of 4,429 square feet. In order to ensure that the proposed development is compatible with development within the defined neighborhood, the aboveground floor area must not exceed a maximum of 5,536 square feet.

As such, staff finds the size presumption can be overcome pursuant to Article 4-806.A.2.b(i)(A) of the Code as the underground construction provides sufficient screening of the proposed development, and the resulting aboveground and visible floor area is in character with the surrounding area. Staff support the size as proposed since the aboveground and visible residential floor area does not exceed the presumed compatible size and is found to be compatible with the defined neighborhood.

C. APPROVED SIZE

RESIDENTIAL FLOOR AREA*	
Total existing residential floor area on the subject parcel	5,044 square feet
Total existing residential floor area on the subject parcel to remain	4,802 square feet
Approved NEW residential floor area	Approximately 1,219 square feet
TOTAL approved resulting residential floor area	Approximately 6,021 square feet; Maximum of 5,536 square feet above grade.

**Residential Floor Area includes all attached and detached floor area on a parcel including principal and accessory structures used or customarily used for residential purposes, such as garages, studios, pool houses, home offices, and workshops, excluding covered deck. Floor area does not include the area of any covered porch. Gazebos, carports, greenhouses and hoopouses up to a total combined size of 400 square feet are also exempt.*

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3. ***The location of existing or proposed buildings, structures, equipment, grading, or uses shall not impose an undue burden on public services and infrastructure.***

ACCESS REQUIREMENTS

The subject property is accessed via Jay Road, an asphalt Boulder County owned and maintained right-of-way (ROW) with a Functional Classification of Minor Arterial. Legal access has been demonstrated via adjacency to this public ROW.

The driveway design must comply with the [Multimodal Transportation Standards](#) (the Standards) for residential development, including without limitation:

- a. Table 5.5.1 – Parcel Access Design Standards (1-Lane Plains Access)
- b. Standard Drawing 11 – Private Access
- c. Standard Drawing 14 – Access with Roadside Ditch
- d. Standard Drawing 15 – Access Profiles Detail
- e. Standard Drawing 16 – Access Grade & Clearance
- f. Standard Drawing 17 – Access Pull-Outs
- g. Standard Drawing 18 – Access Turnaround
- h. Standard Drawing 19 – Typical Turnaround & Pullout Locations

The driveway has an asphalt apron that does not extend ten feet from Jay Road. The asphalt apron will need to extend at least ten feet from Jay Road per Standard Drawing 14. The driveway is over 400 feet in length, and there is no proposed emergency turnaround on the proposed plans. An emergency pullout is required every 400 feet, and an emergency turnaround is required to be at least 50 feet from the front of the house per Standard Drawings 17, 18, and 19 respectively.

At building permit, submit revised plans that show a 10 foot asphalt apron, emergency pullouts every 400 feet, and an emergency turnaround that comply with the Standards.

The eastern inlet of the existing culvert in the roadside ditch along Jay Road is dented and the headwall is destroyed. The slope above the headwall is steep and eroded. The headwall around the western inlet is cracked. Standard Drawing 11 shows that the slope to the top of the culvert must be no steeper than 2:1.

At building permit, plans submitted for permitting must demonstrate how the eastern inlet of the culvert will be restored, how both headwalls will be replaced

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or restored, and regrading of the slope from the driveway to the top of the eastern headwall to comply with the Standards.

During construction, all vehicles shall be staged on the subject property or to one side of Jay Road to not impede the travel way. Materials, machinery, dumpsters, and other items shall be staged on the subject property.

At the final inspection, Boulder County Community Planning & Permitting must verify that the access and driveway has been constructed and that the culvert work has been completed to meet the Parcel Access Design Standards in the [Boulder County Multimodal Transportation Standards](#).

4. ***The proposed development shall avoid natural hazards, including those on the subject property and those originating off-site with a reasonable likelihood of affecting the subject property. Natural hazards include, without limitation, expansive soils or claystone, subsiding soils, soil creep areas, or questionable soils where the safe-sustaining power of the soils is in doubt; landslides, mudslides, mudfalls, debris fans, unstable slopes, and rockfalls; flash flooding corridors, alluvial fans, floodways, floodplains, and flood-prone areas; and avalanche corridors. Natural hazards may be identified in the Comprehensive Plan Geologic Hazard and Constraint Areas Map or through the Site Plan Review process using the best available information. Best available information includes, without limitation, updated topographic or geologic data, Colorado Geologic Survey landslide or earth/debris flow data, interim floodplain mapping data, and creek planning studies. Development within or affecting such natural hazards may be approved, subject to acceptable measures that will satisfactorily mitigate all significant hazard risk posed by the proposed development to the subject property and surrounding area, only if there is no way to avoid one or more hazards, no other sites on the subject property can be reasonably developed, or if reasonably necessary to avoid significant adverse impacts based upon other applicable Site Plan Review criteria.***

GEOLOGICAL HAZARDS

The subject property lies within a [Major Geologic Hazard Area](#) as identified by the [Boulder County Comprehensive Plan](#). Specifically, the northern most portion of the subject parcel is located within a designated High Swelling Soil Potential area. However, no development is proposed within this area as part of this application. Therefore, staff have no concerns related to natural or geological hazards.

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5. ***The site plan shall satisfactorily mitigate the risk of wildfire both to the subject property and those posed to neighboring properties in the surrounding area by the proposed development. In assessing the applicable wildfire risk and appropriate mitigation measures, the Director shall consider the referral comments of the County Wildfire Mitigation Coordinator and the applicable fire district, and may also consult accepted national standards as amended, such as the Urban-Wildland Interface Code; National Fire Protection Association (NFPA); International Fire Code; and the International Building Code.***

WILDFIRE MITIGATION

The proposed project is in Wildfire Zone 2 (eastern area of unincorporated Boulder County). In response to catastrophic wildfire events of the recent past and continued hazards of a changing climate, on May 12, 2022, the Board of County Commissioners adopted revisions to the Boulder County Building Code to ensure a minimum level of ignition resistance for all structures in Wildfire Zone 2. The approved updates to the Building Code took effect on June 6, 2022, and require the use of ignition-resistant materials for construction and a minimum three-foot non-combustible perimeter around the residence.

8. ***The development shall avoid agricultural lands of local, state or national significance as identified in the Comprehensive Plan or through the site plan review process. Development within or affecting such lands may be approved, subject to acceptable mitigation measures and in the discretion of the Director, only if no other sites on the subject property can be reasonably developed, or only if reasonably necessary to avoid significant adverse impacts based upon other applicable site plan review criteria.***

The property is designated as having agricultural lands of statewide significance, as identified by the [Boulder County Comprehensive Plan](#). However, the proposed additions to the existing residence will only result in minimal changes to the footprint of the residence, in an area which has previously been disturbed. Therefore, staff find the proposal will not result in any adverse impacts to, or fragmentation of, significant agricultural lands.

10. ***The development shall not have a significant negative visual impact on the natural features or neighborhood character of surrounding area. Development shall avoid prominent, steeply sloped, or visually exposed portions of the property. Particular consideration shall be given to protecting views from public lands and rights-of-way, although impacts on views of or from private properties shall also be considered. Development within or affecting features***

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or areas of visual significance may be approved, subject to acceptable mitigation measures and in the discretion of the Director, only if no other sites on the subject property can be reasonably developed, or only if reasonably necessary to avoid significant adverse impacts based upon other applicable site plan review criteria.

b. For development anywhere in the unincorporated areas of the county, mitigation of visual impact may include changing structure location, reducing or relocating windows and glazing to minimize visibility, reducing structure height, changing structure orientation, requiring exterior color and materials that blend into the natural environment, and/or lighting requirements to reduce visibility at night.

	APPROVED
Location:	As shown on the site plan dated January 15, 2025
Elevations:	As shown in the received materials dated January 15, 2025
Height:	Maximum 30' from existing grade
Exterior Materials:	Residence Additions: Hardi board siding; Asphalt & metal roofing
Exterior Colors:	Residence Additions: Light gray siding; Charcoal & dark gray roofing

A. HEIGHT VERIFICATION

The existing residence is approximately 32 feet 6 inches from the existing grade. This exceeds the maximum allowed height of 30 feet above grade in the Rural Residential zoning district. However, the existing residence was constructed in 1979. At that time, the maximum allowed height in the Rural Residential zoning district was 35 feet above grade. As such, staff find the existing residence is non-conforming. The applicant has not proposed any changes to the height of the existing residence and the proposed additions meet the current limit of 30 feet above existing grade. As such, staff find a variance is not required for the proposed additions.

Because the proposed height of the additions is within two feet of the maximum allowed 30 feet above existing grade, a licensed Surveyor must complete a Height Survey Verification Form.

Please note that the height verification is a two-part process that requires a licensed Surveyor to establish existing grade (the grade before any site work)

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prior to construction, in addition to a follow-up survey once all roof framing is in place. The two-part form must sufficiently establish existing grade in accordance with standard surveying practice.

Prior to issuance of building, [the first part of the Height Survey Verification form](#) is included as an attachment to this letter and must be completed and submitted to the Community Planning & Permitting Department.

Prior to rough frame inspection, the [second part of the form](#) will be provided upon building permit application and must be submitted to the Community Planning & Permitting Department.

B. EXTERIOR COLORS AND MATERIALS

The application materials indicate the exterior materials for the additions to the residence will include light gray Hardi board siding and charcoal asphalt shingles and dark gray metal roof; however, no materials or color samples were provided. To ensure that the proposed development is minimally visible as discussed in Criterion 2 above, exterior colors must be selected to minimize visual impacts of the development and help the development blend in with the natural environment and the neighborhood character of the surrounding area. These colors should be carefully selected from the dark to medium brown, tan, or gray color range to ensure that they are compatible with the policies and goals established by the Comprehensive Plan and provisions of the Code and will not result in an adverse impact on surrounding properties. Metal materials must have a matte finish.

Prior to issuance of building permits, submit to the Community Planning & Permitting Department for review and approval, exterior color samples (color chips, brochure, or catalog page) and material samples to be used including roof, siding, and trim. Please note that all samples need to be digital or small enough to fit into a file and will be kept for the record. Samples should be included as part of the building plan set required at the time of permit application.

Prior to issuance of a Certificate of Occupancy, the Community Planning & Permitting Department must inspect and verify that the approved color samples are used on the new structure.

C. EXTERIOR LIGHTING

The locations and types of exterior lighting fixtures were not provided in the application.

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Prior to issuance of building permits, one copy of a proposed lighting plan must be submitted to the Community Planning & Permitting Department for review and approval. Down lighting is required, meaning that all bulbs must be fully shielded to prevent light emissions above a horizontal plane drawn from the bottom of the fixture. The lighting plan must indicate the location of all exterior fixtures on the site and structure, and must include cut sheets (manufacturer's specifications with picture or diagram) of all proposed fixtures. The lighting plan must be included as part of the building plan set required at the time of permit application.

Prior to issuance of a Certificate of Occupancy, the full installation of the approved lighting plan must be inspected and approved by the Community Planning & Permitting Department.

- 11. *The location of the development shall be compatible with the natural topography and existing vegetation and the development shall not cause unnecessary or excessive site disturbance. Such disturbance may include but is not limited to long driveways, over-sized parking areas, or severe alteration of a site's topography. Driveways or grading shall have a demonstrated associated principal use.***

A. LOCATION

The locations of the additions to the residence as shown on the site plan dated January 15, 2025, are approved as proposed.

B. EARTHWORK AND GRADING

No earthwork and grading numbers were provided by the applicant. However, given the limited amount of earthwork and grading anticipated for the proposed additions to the residence, and given the minimal earthwork anticipated for the required culvert work, staff do not have concerns related to earthwork and grading.

Prior to issuance of building and grading permits, submit to the Community Planning & Permitting Department for review and approval calculations for any proposed earthwork and grading in excess of 50 cubic yards. All reasonable efforts shall be made to minimize the site disturbance associated with this development proposal.

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C. UTILITIES

To minimize disturbances to the site, all utility service lines must be routed underground (see [Article 7-1200](#) of the Code) and should be located in areas already disturbed or proposed to be disturbed (e.g., along driveway).

Prior to issuance of building and grading permits, submit to the Community Planning & Permitting Department for review and approval a plan depicting the routing of all utility services. The utility routing plan must be included as part of the building plan set required at the time of permit application.

At the time of building inspections, full installation of the utilities per the approved plan must be inspected and confirmed by the Community Planning & Permitting Department.

12. ***Runoff, erosion, and/or sedimentation from the development shall not have a significant adverse impact on the surrounding area.***

A. REVEGETATION REQUIREMENT

Prior to issuance of a Certificate of Occupancy, all areas of exposed soil must be revegetated. If weather is not conducive to seeding or if adequate revegetation efforts have not occurred and vegetation is not adequately established at the time of final inspection request, an irrevocable letter of credit or monies deposited into a County Treasurer account must be provided to assure completion of revegetation. What is considered “adequate revegetation” is influenced by the amount of site disturbance, potential for significant erosion (steep slopes), and visibility. In all cases some level of germination and growth is required. Note that areas of disturbance not included on the revegetation plan are still subject to reseeding and matting. Please note that no species on List A, B or C in the county’s [Noxious Weed Management Plan](#) may be used to meet Revegetation requirements.

Site disturbance must be minimized, and final grading and seeding must be conducted prior to the issuance of a Certificate of Occupancy. Incomplete revegetation is the leading cause for delays in obtaining Occupancy.

B. EROSION CONTROL

Erosion control measures (such as a silt barrier) must be installed down slope of all disturbed areas prior to construction and maintained throughout the

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construction process until revegetation has been established. Erosion control construction must be in accordance with the Colorado Storm Water regulations. If any surface water is channeled around or through the disturbed areas, anchored straw bale barriers must also be installed to filter and slow channeled flow.

Prior to issuance of building or grading permits, details regarding the placement and construction of the erosion control measures must be submitted to and approved by the Community Planning & Permitting Department. The placement and profile of the erosion control measures may be shown on the Revegetation Plan. The erosion control measures must be installed before construction commences and remain in place until vegetation is sufficiently established on the disturbed soil.

Prior to any grading or site disturbance, the erosion control measures locations and materials must be installed as required per the approved plans.

At the time of the footing foundation inspection and all subsequent inspections, the Community Planning & Permitting Department must confirm the erosion control measures location and materials have been installed as required per the approved plans. Any other areas on site are subject to installation of silt fences, if needed.

15. ***The proposal shall be consistent with the Comprehensive Plan, any applicable intergovernmental agreement affecting land use or development, and this Code.***

As conditioned this proposal will be consistent with the Comprehensive Plan, intergovernmental agreements, and this Code.

ADDITIONAL REQUIREMENTS AND INFORMATION:

BUILDING PERMITS: A building permit, plan review, inspection approvals, and a Certificate of Occupancy ("C.O.") are required for the proposed residence.

We have updated the Building Code Amendment, the effective date for this new code is March 31, 2025. You can review the new [Boulder County Building Code Amendments, effective March 31, 2025](#).

Current building code amendment - [2015 Building Code Adoption & Amendments](#).

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Floor area is measure to the outside of outside walls and includes the stairs on each level. The 2015 Building Code Adoption & Amendments definitions:

AREA, FLOOR. The area of the building, existing or new, under consideration including basements and attached garages calculated without deduction for corridors, stairways, closets, the thickness of interior walls, columns, or other features as measured from the exterior face of the exterior walls.

AUTOMATIC FIRE SPRINKLER SYSTEM: According to R313.2.1 of the currently adopted 2015 Boulder County Building Code this addition triggers the requirement for an automatic residential fire sprinkler system to be installed throughout the home. This system shall be designed and installed in accordance with NFPA 13D or IRC Section P2904.

R313.2.1 Additions to existing one- and two-family dwellings. An automatic residential fire sprinkler system shall be installed throughout existing one- and two-family dwellings with additions when the sum of the total floor area of the addition plus the existing one- and two-family dwelling is increased to 4,800 sq. ft. or greater. The floor area of detached structures having floor areas of 120 square feet or greater that are located less than 50 feet from the dwelling shall be included in the floor area calculated for the dwelling.

Exceptions:

1. One-time additions not exceeding 200 square feet in floor area, and
2. Carport additions which are exempt from the definition of "Residential Floor Area" in Section 18-189D of the Boulder County Land Use Code.

DESIGN WIND AND SNOW LOADS: The design wind and snow loads for the property are 155 mph (Vult) and 40 psf, respectively.

BUILDSMART: Please refer to the county's adoption and amendments to Chapter 11 of the IRC, the county's "BuildSmart" program, for the applicable requirements for energy conservation and sustainability for residential additions and new residential buildings. Please be aware that there are energy related requirements of this code that may require the use of renewable energy systems (such as rooftop solar systems) that will also need to be approved by your electric utility provider. In some cases, there may be limitations on the size of on-site systems allowed by your utility provider that could constrain the project design. We strongly encourage discussions between the design team and the utility company as early in the process as possible in order to identify these constraints.

IGNITION-RESISTANT CONSTRUCTION AND DEFENSIBLE SPACE: Please refer to Section R327 of the Boulder County Building Code for wildfire hazard mitigation requirements, including ignition-resistant construction and defensible space.

SPR-24-0070: Ritzer Additions
5775 Jay Road
Page 14 of 15
March 6, 2025

PLAN REVIEW: The items listed above are a general summary of some of the county's building code requirements. A much more detailed plan review will be performed at the time of building permit application, when full details are available for review, to assure that all applicable minimum building codes requirements are to be met. Our Residential Plan Check List and other Building Safety publications can be found at: [Building Publications, Applications and Forms - Boulder County](#).

ONSITE WASTEWATER TREATMENT SYSTEM (OWTS):

1. Boulder County Public Health issued a new permit for the installation of an absorption bed system on March 5, 1979. The permit was issued for an onsite wastewater treatment system (OWTS) adequate for a 5-bedroom house. BCPH approved the installation of the OWTS on April 21, 1980.
2. On July 13, 2014, BCPH issued a repair permit for the installation of a 2000-gallon septic tank. The permit was issued for a tank adequate for a 5-bedroom house. BCPH approved the installation of the OWTS on August 19, 2014. According to the application, the home has/will have 5 bedrooms after the addition.
3. Setbacks between all buildings and the OWTS serving this property and OWTS serving neighboring properties, must be in accordance with the Boulder County OWTS Regulations, Table 7-1. The house addition and the garden shed must be no closer than 20 feet to the absorption area and 5 feet to the septic tank. The garden cannot be on top of the absorption area. No activities or anything but native grasses should be in the absorption area. For the complete regulations, go to: <https://assets.bouldercounty.gov/wpcontent/uploads/2017/05/boulder-county-ows-regulations.pdf>

AVOID DAMAGE TO OWTS:

1. Heavy equipment should be restricted from the surface of the absorption field during construction to avoid soil compaction, which could cause premature absorption field malfunction. Caution should be used in conducting trenching and excavation activities so that sewer lines and other OWTS components are not damaged.

TRANSFERABLE DEVELOPMENT CREDITS (TDC) REQUIREMENTS: Boulder County's TDC program, effective August 8, 2008, requires that, in general, homeowners who wish to build residences with floor areas greater than 6,000 square feet in unincorporated Boulder County purchase TDC Certificates. Please be aware that it appears one development credit would be required for this proposed project. The actual number of development credits necessary will be determined during the building permit review, once the exact square footage of your project is calculated. The number of development credits you need to purchase will be based on the total residential floor area on your parcel, including the proposed project and all other existing residential floor area. The TDC Clearinghouse will provide you with information on Boulder County's new TDC

SPR-24-0070: Ritzer Additions
5775 Jay Road
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March 6, 2025

program, help you to obtain TDC Certificates for sale or purchase, and facilitate the market for TDCs. See <https://www.bouldercounty.org/property-and-land/land-use/planning/transferable-development-credits-tdc/marketplace/> for more information.

BOULDER RURAL FIRE: Per the referral response from the Boulder Rural Fire Protection District, with driveway alone being just over 1,400 feet long, a cistern will be required. A pull-out or hammerhead may also be needed in the driveway. Additionally, any overhead obstructions will need to be mitigated.

XCEL ENERGY: Please be aware PSCo owns and operates existing natural gas and electric facilities within the subject property. As a safety precaution, PSCo would like to remind the developer to contact Colorado 811 for utility locates prior to construction.

The property owner/developer/contractor must complete the application process for any new natural gas or electric service, or modification to existing facilities including relocation and/or removal via xcelenergy.com/InstallAndConnect, particularly if any meters are involved.

If additional easements need to be acquired by separate PSCo document, a Right-of-Way Agent will need to be contacted.



Boulder County Land Use Department

Courthouse Annex Building • 2045 13th Street • PO Box 471
Boulder, Colorado 80302

Phone: 303-441-3925 • Fax: 303-441-4856
Email: building_official@bouldercounty.org
<http://www.bouldercounty.org/lu/>

Office Hours: Monday — Friday 8:00 AM to 4:30 PM

Intake Stamp

BP -

Existing Grade Verification Form

This verification form is to be completed by a Professional Land Surveyor licensed in the State of Colorado.

Surveyor Contact Information

Surveyor Name		
Company Name		
Address	Email Address	
	Phone	Fax
City	State	Zip Code

Field Survey Information

Site Location	Date of Survey	
City	State	Zip Code

Surveyor Verification

I (surveyor named above) am a Professional Land Surveyor licensed in the State of Colorado. I have conducted a field survey on the site named above of the existing grade (grade before any site work, including grading or excavation has occurred).

Surveyor Signature	Date
--------------------	------

Surveyor's Seal



Community Planning & Permitting

Courthouse Annex • 2045 13th Street • Boulder, Colorado 80302
Mailing Address: P.O. Box 471 • Boulder, Colorado 80306
303-441-3930 • www.BoulderCounty.gov

MEMO TO: County Health and Parks Departments, FPD
FROM: Pete L'Orange, Senior Planner
DATE: October 9, 2024
RE: Site Plan Review application SPR-24-0070

Docket SPR-24-0070: Ritzer Additions and Accessory Structure

Request: Site Plan Review to deconstruct 302 square feet of residential floor area and construct 1,124 square feet of additions to an existing 5,044-square-foot house and construct a 288-square-foot accessory residential structure resulting in a total residential floor area of 6,154 square feet where the presumed compatible size is 5,479 square feet at 5775 Jay Road.

Location: 5775 Jay Road, Section 15, Township 1N, Range 70W
Zoning: Rural Residential (RR) Zoning District
Owner: Luna Family Revocable Trust
Applicant: Josh Ritzer

Site Plan Review by the Boulder County Community Planning & Permitting Director is required for new building/grading/access or floodplain development permits in the plains and mountainous areas of unincorporated Boulder County. The subject review process considers potential significant impact to the ecosystem, surrounding land uses and infrastructure, and safety concerns due to natural hazards.

The Community Planning & Permitting staff values comments from individuals and referral agencies. Please check the appropriate response below or send a letter to the Community Planning & Permitting Department at P.O. Box 471, Boulder, Colorado 80306 or via email to planner@bouldercounty.gov. All comments will be made part of the public record and given to the applicant. Only a portion of the submitted documents may have been enclosed; you are welcome to call the Community Planning & Permitting Department at 303-441-1418 or email plorange@bouldercounty.gov to request more information.

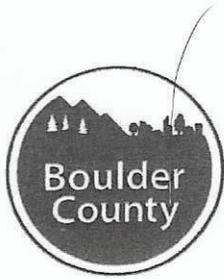
Please return responses by **October 28, 2024.**

We have reviewed the proposal and have no conflicts.
 Letter is enclosed.

Signed Name _____ Printed Name _____

Agency or Address _____

Date _____



Boulder County Land Use Department

Courthouse Annex Building
 2045 13th Street • PO Box 471 • Boulder, Colorado 80302
 Phone: 303-441-3930
 Email: planner@bouldercounty.org
 Web: www.bouldercounty.org/lu
 Office Hours: Mon., Wed., Thurs., Fri. 8 a.m. to 4:30 p.m.
 Tuesday 10 a.m. to 4:30 p.m.

Shaded Areas for Staff Use Only
Intake Stamp

Planning Application Form

The Land Use Department maintains a submittal schedule for accepting applications. Planning applications are accepted on Mondays, by appointment only. Please call 303-441-3930 to schedule a submittal appointment.

Project Number 24TMP-008969		Project Name Ritzer Remodel/Addition	
<input type="checkbox"/> Appeal <input type="checkbox"/> Correction Plat <input type="checkbox"/> Exemption Plat <input type="checkbox"/> Final Plat <input type="checkbox"/> Limited Impact Special Use <input type="checkbox"/> Limited Impact Special Use Waiver <input type="checkbox"/> Location and Extent		<input type="checkbox"/> Modification of Site Plan Review <input type="checkbox"/> Modification of Special Use <input type="checkbox"/> Preliminary Plan <input type="checkbox"/> Resubdivision (Replat) <input type="checkbox"/> Rezoning	
<input type="checkbox"/> Road Name Change <input type="checkbox"/> Road/Easement Vacation <input checked="" type="checkbox"/> Site Plan Review <input type="checkbox"/> Site Plan Review Waiver <input type="checkbox"/> Sketch Plan <input type="checkbox"/> Special Use/SSDP		<input type="checkbox"/> Special Use (Oil & Gas development) <input type="checkbox"/> State Interest Review (1041) <input type="checkbox"/> Subdivision Exemption <input type="checkbox"/> Variance <input type="checkbox"/> Other:	
Location(s)/Street Address(es) 5775 Jay Road Boulder, CO 80301			
Subdivision Name TR, NBR 803-830 Rural BO & LGT			
Lot(s)	Block(s)	Section(s) 15	Township(s) 1N
Area in Acres 12.33	Existing Zoning Rural Residential	Existing Use of Property Residential	Range(s) 70W
Proposed Water Supply LHWD (current)	Proposed Sewage Disposal Method Septic (current)		

Applicants:

Applicant/Property Owner Josh Ritzer (new owner)		Email jritzer@gmail.com	
Mailing Address 1505 Oak Ave			
City Boulder	State CO	Zip Code 80304	Phone 650-248-0106
Applicant/Property Owner/Agent/Consultant Luna Family Revocable Trust		Email	
Mailing Address 5775 Jay Road			
City Boulder	State CO	Zip Code 80301	Phone
Agent/Consultant		Email	
Mailing Address			
City	State	Zip Code	Phone

Certification (Please refer to the Regulations and Application Submittal Package for complete application requirements.)

I certify that I am signing this Application Form as an owner of record of the property included in the Application. I certify that the information and exhibits I have submitted are true and correct to the best of my knowledge. I understand that all materials required by Boulder County must be submitted prior to having this matter processed. I understand that public hearings or meetings may be required. I understand that I must sign an Agreement of Payment for Application processing fees, and that additional fees or materials may be required as a result of considerations which may arise in the processing of this docket. I understand that the road, school, and park dedications may be required as a condition of approval.

I understand that I am consenting to allow the County Staff involved in this application or their designees to enter onto and inspect the subject property at any reasonable time, without obtaining any prior consent.

All landowners are required to sign application. If additional space is needed, attach additional sheet signed and dated.

Signature of Property Owner <i>[Signature]</i>	Printed Name RICHARD J. LUNA	Date 7-13-2024
Signature of Property Owner <i>[Signature]</i>	Printed Name MARY T LUNA	Date 7-13-2024

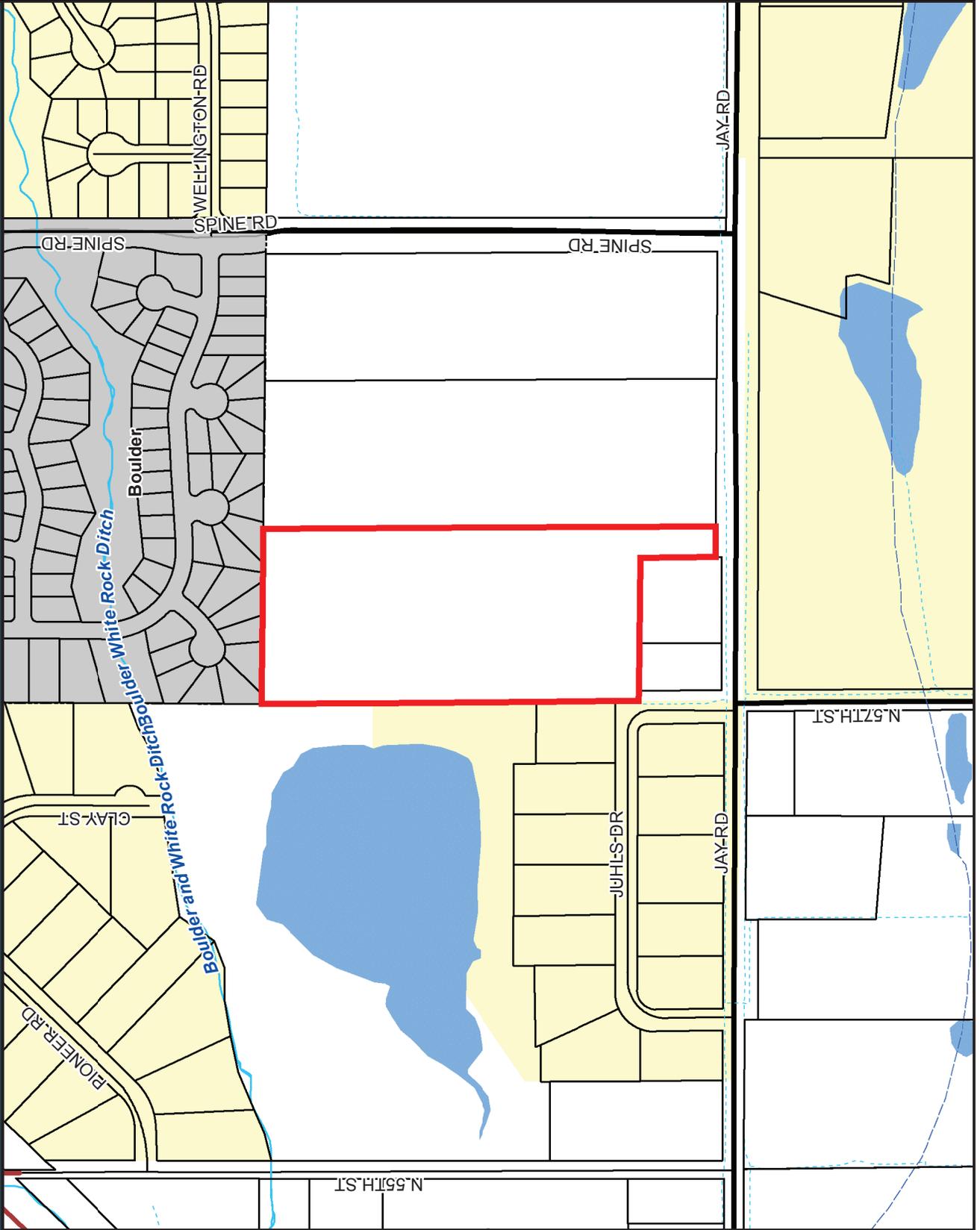
The Land Use Director may waive the landowner signature requirement for good cause, under the applicable provisions of the Land Use Code.



Community Planning & Permitting

2045 13th Street, Boulder, CO 80302 303-441-3930 www.bouldercounty.org

Location
5775 JAY

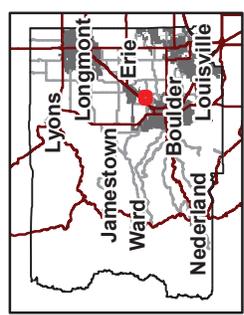


- Subject Parcel
- Subdivisions
- Subdivisions



0 0.035 0.07 Miles

Area of Detail Date: 8/23/2024



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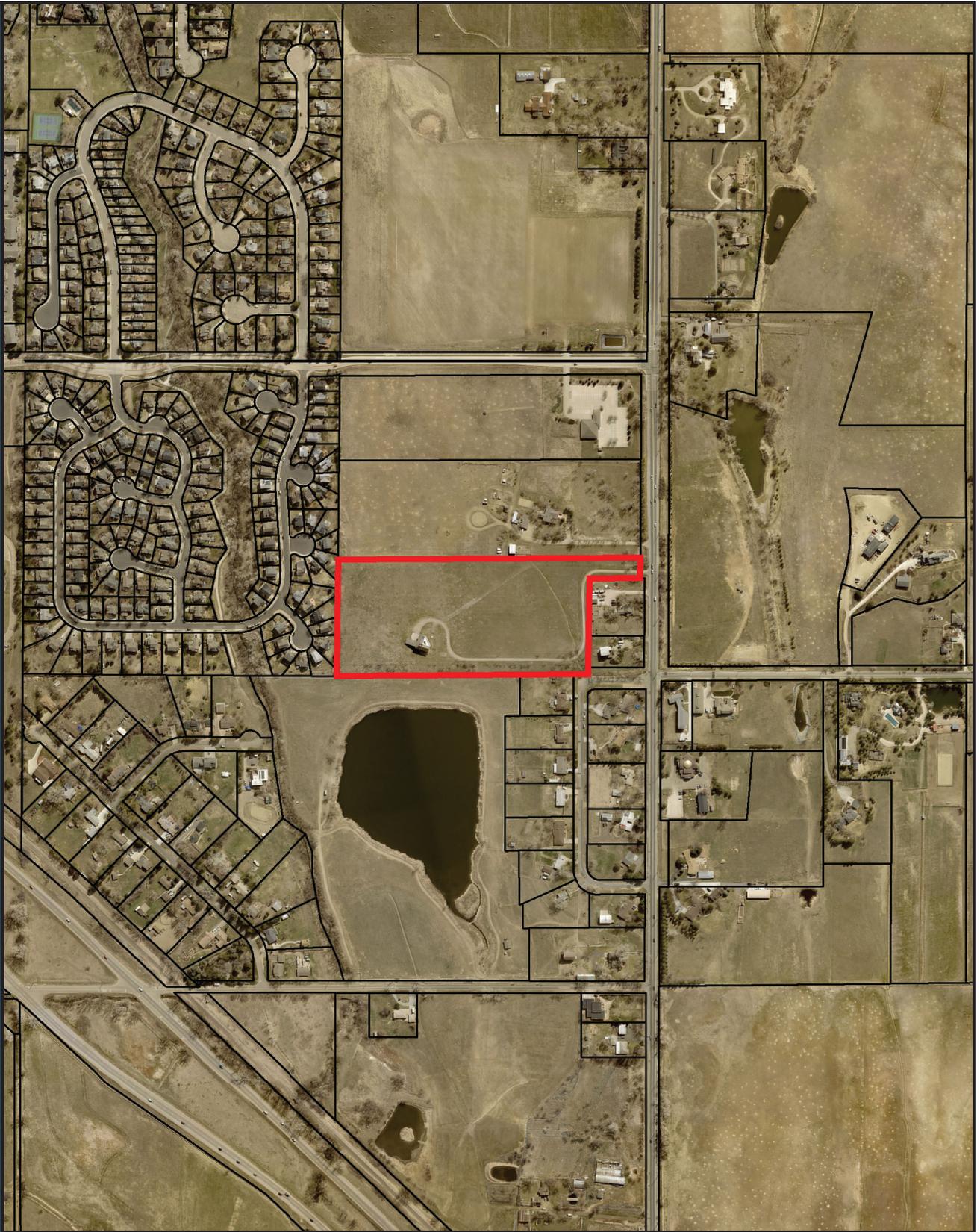
sgambrel



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Aerial
5775 JAY

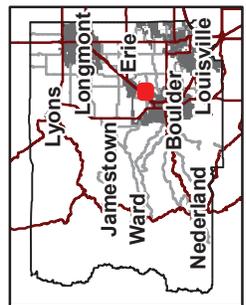


 Subject Parcel



0 0.05 0.1 Miles

Area of Detail Date: 8/23/2024



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Community Planning & Permitting

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Aerial
5775 JAY

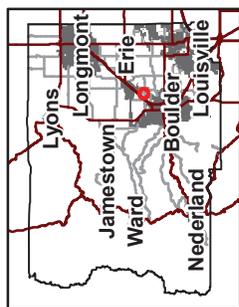


 Subject Parcel



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Area of Detail Date: 8/23/2024



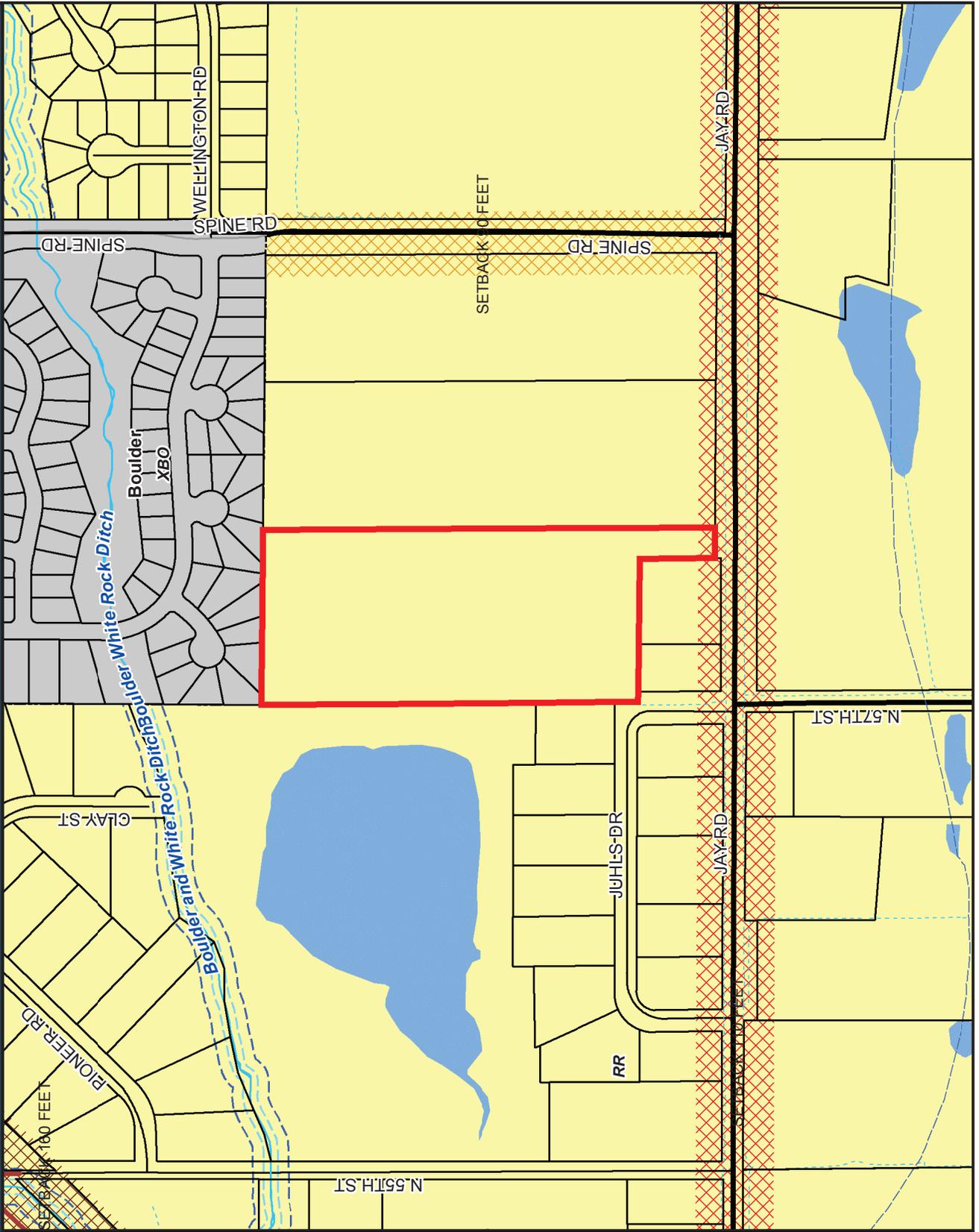
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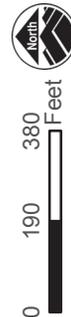
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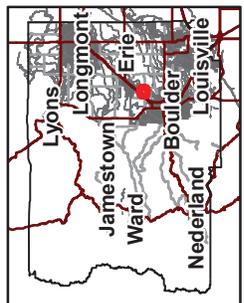
Zoning
5775 JAY



- Subject Parcel
- Zoning Districts**
- Rural Residential
- Ditch Setbacks**
- 20 feet
- 50 feet
- Major Road Setbacks**
- 90 feet
- 110 feet
- 160 feet



Area of Detail Date: 8/23/2024



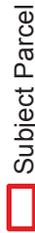
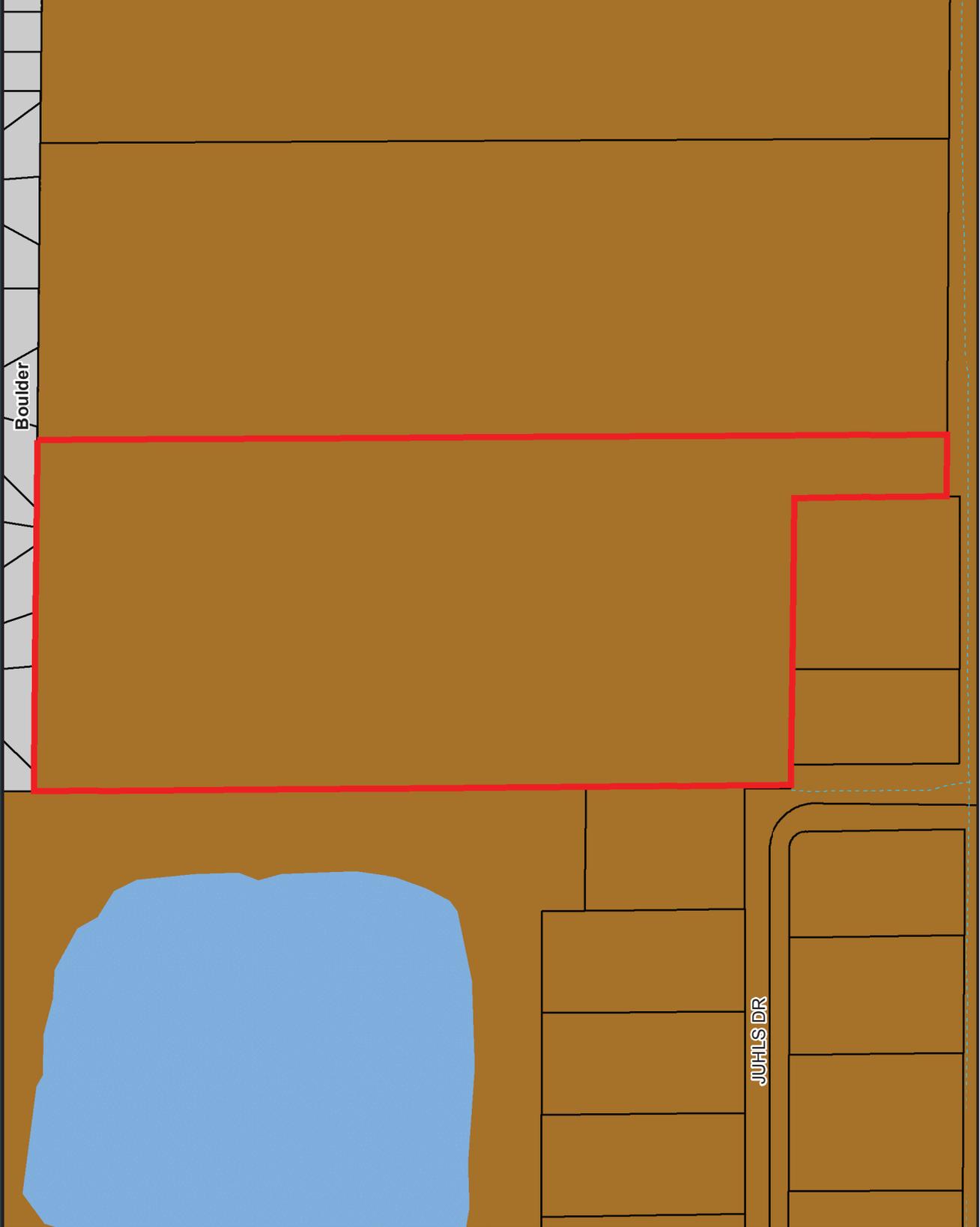
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Community Planning & Permitting

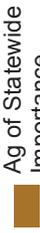
2045 13th Street, Boulder, CO 80302 303-441-3930 www.bouldercounty.org

Comprehensive Plan
5775 JAY



Subject Parcel

Significant Agricultural Land

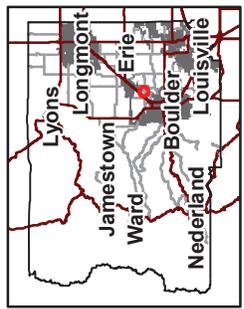


Ag of Statewide Importance



0 0.015 0.03 Miles

Area of Detail Date: 8/23/2024



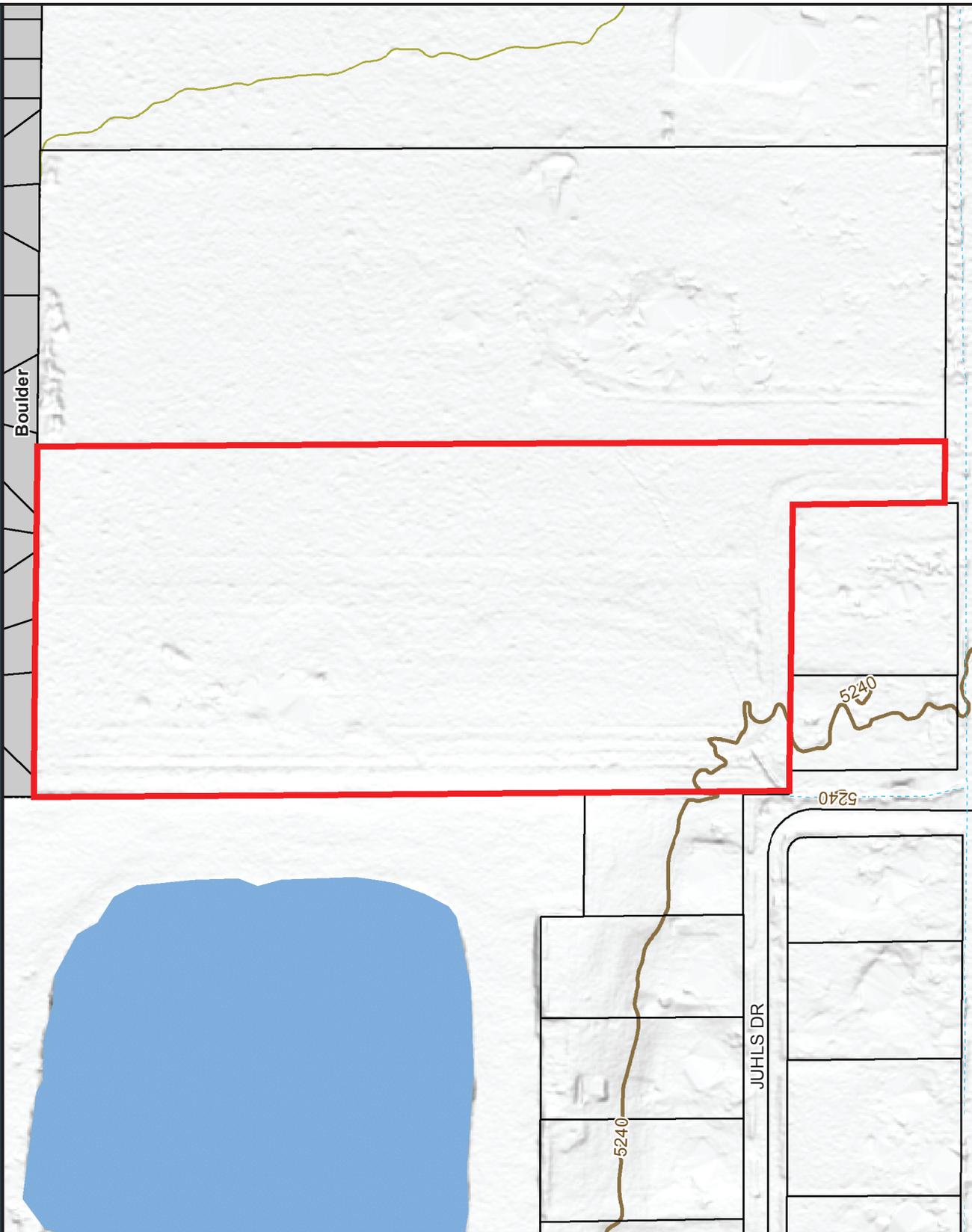
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Elevation Contours
5775 JAY

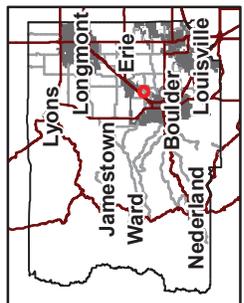


-  Subject Parcel
-  Contours 40'
-  Contours 20'



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Area of Detail Date: 8/23/2024



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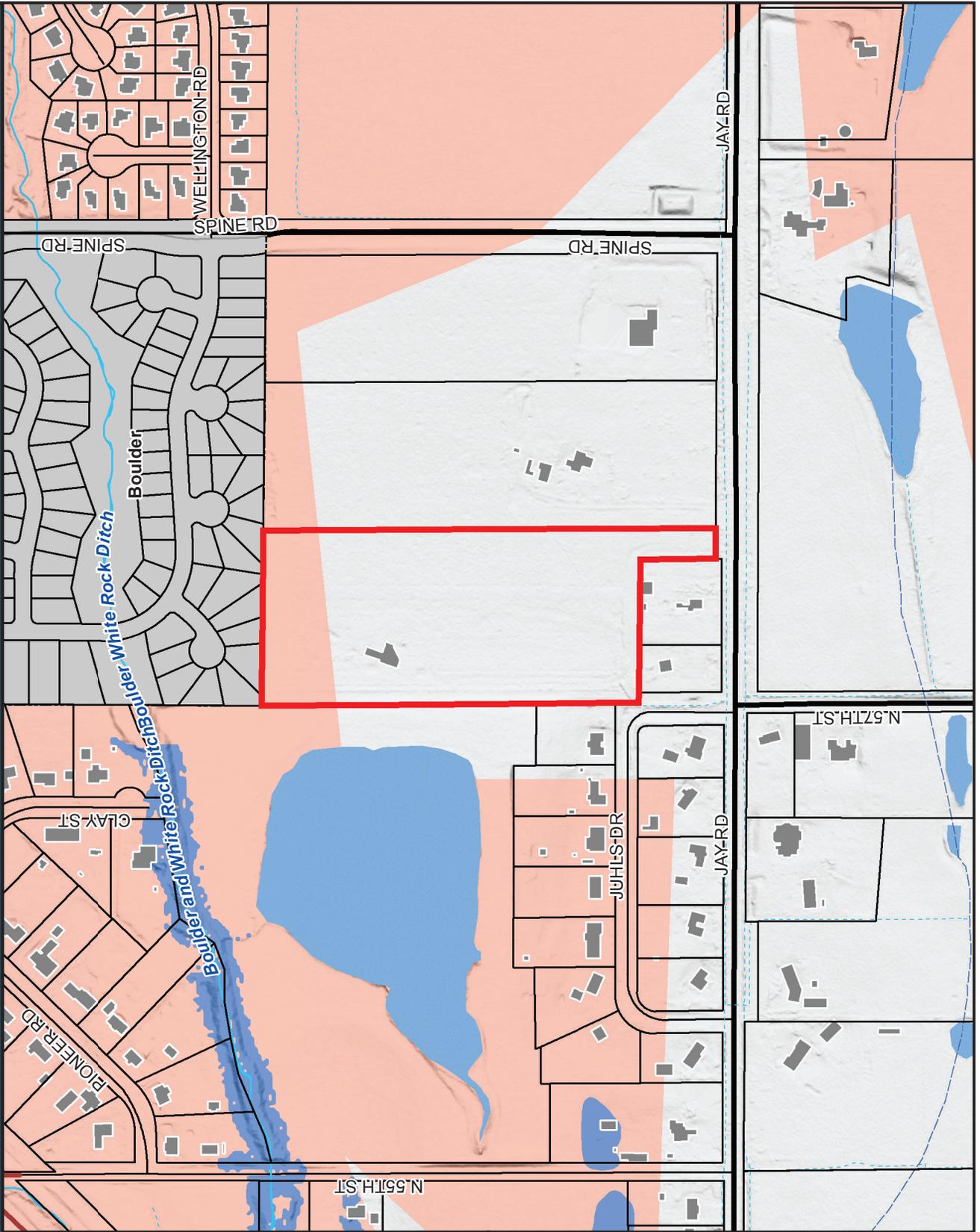


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Geologic Hazards

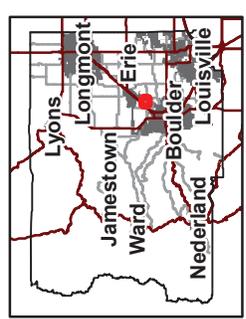
5775 JAY



-  Subject Parcel
-  High Swelling Soil Potential



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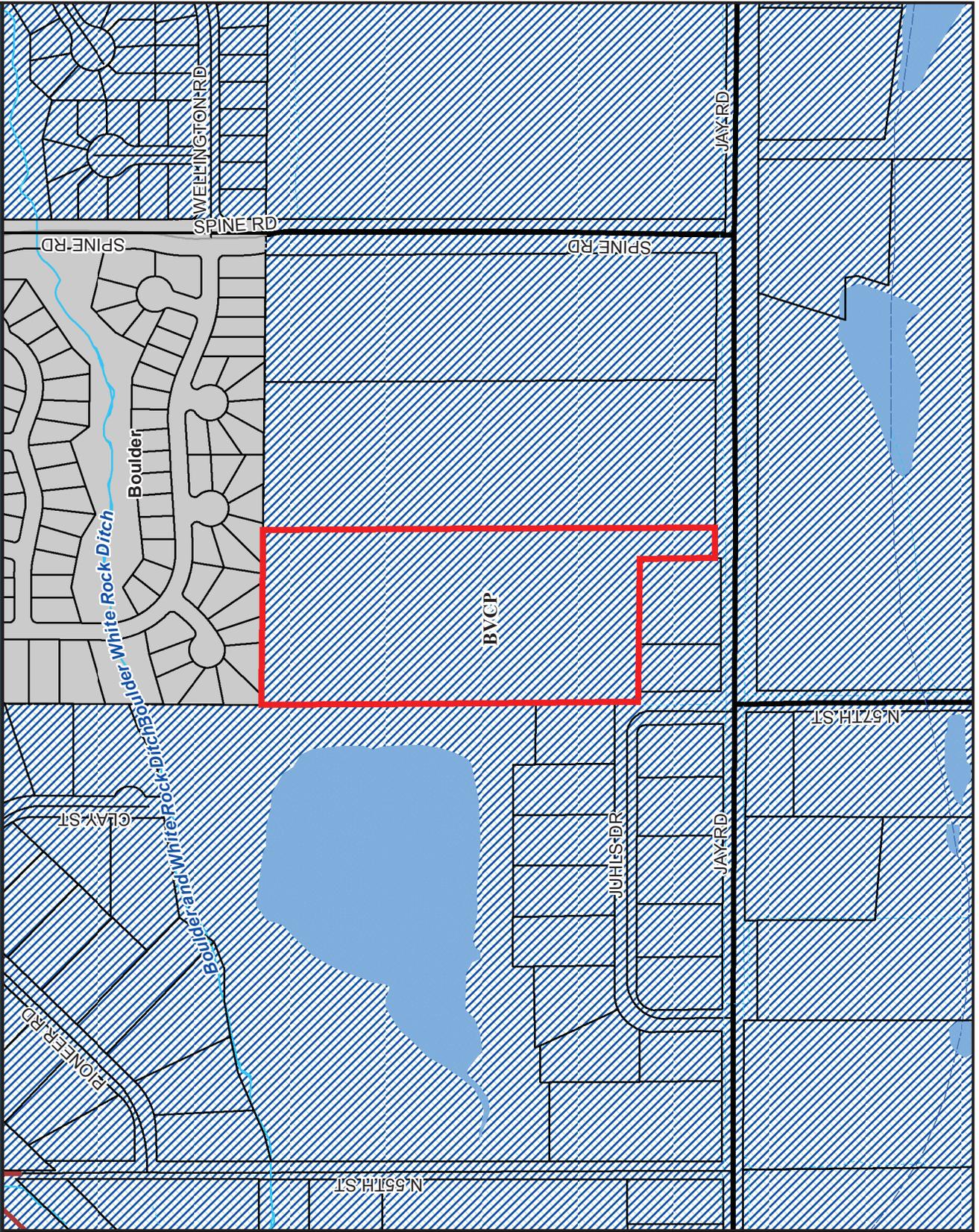


Community Planning & Permitting

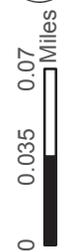
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Planning Areas

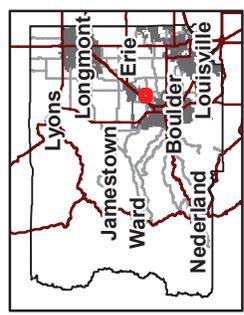
5775 JAY



-  Subject Parcel
-  Airport Influence
-  Airport Influence
-  Active IGA Boundary
-  Active IGA Designation
-  BVCP



Area of Detail Date: 8/23/2024



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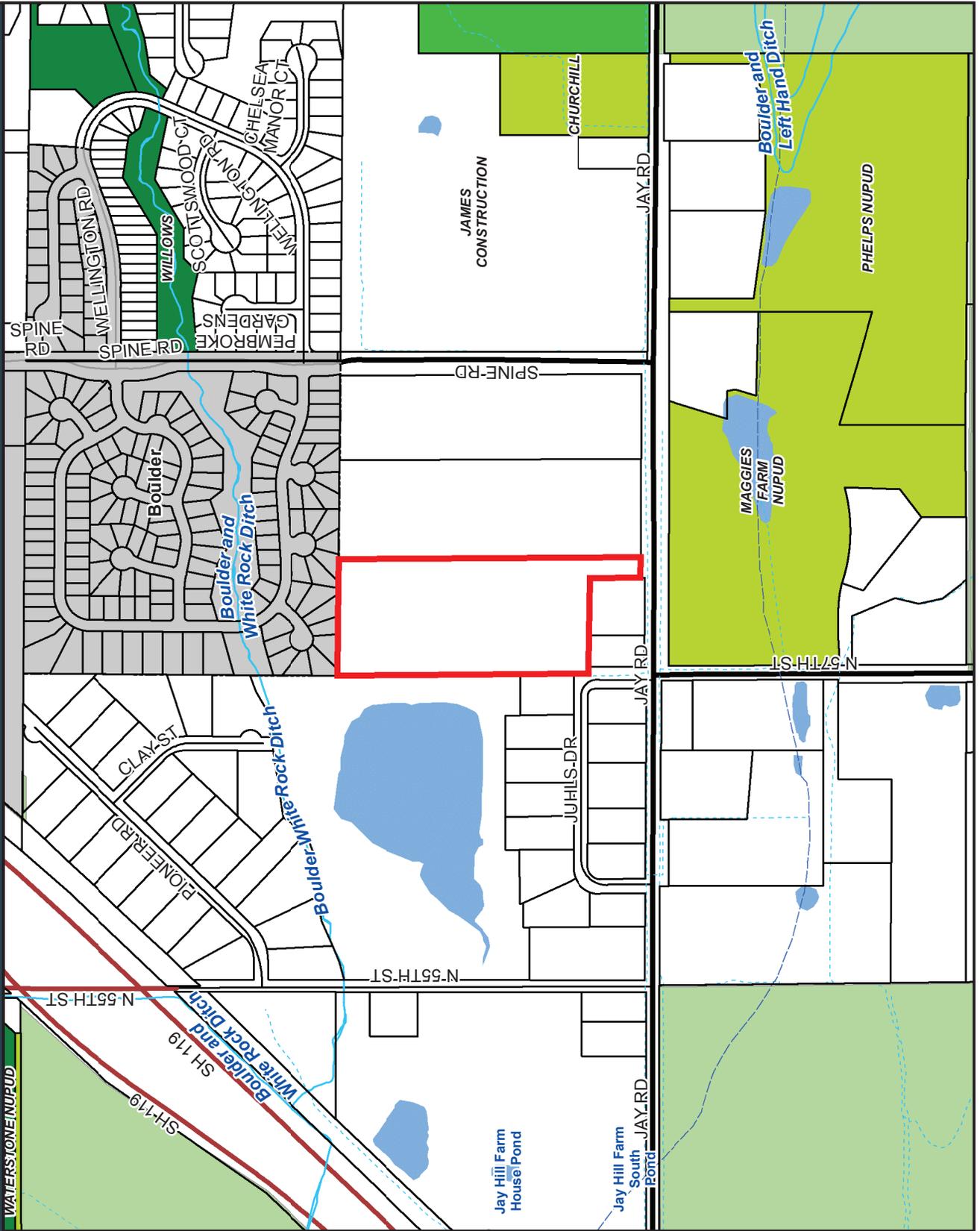


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Public Lands & CEs

5775 JAY

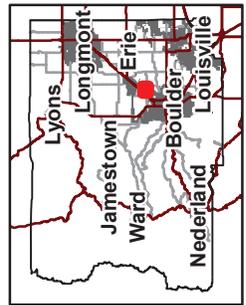


- Subject Parcel
- Boulder County Open Space**
- County Open Space
- Joint County/Municipal Open Space
- County Conservation Easement
- OSMP Properties



0 0.05 0.1 Miles

Area of Detail Date: 8/23/2024



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Narrative for 5775 Jay Road, Boulder

Project: Ritzer Addition/Remodel

Proposed Remodel and Addition Overview

We are excited to present our vision for our home remodel and small addition that we believe enhances both its aesthetic and functional value while preserving the core character of the property. These changes will significantly improve the home's visual appeal and contribute positively to the neighborhood.

The current state of the house has been recognized as an issue in the community, with people expressing concerns about the current condition and the unattractive garage roofline. Our remodel project aims to address these concerns with thoughtful, modern updates that integrate seamlessly into the neighborhood's architecture.

Most of the new square footage will be within the existing building footprint, with only 178 square feet added to the west side.

1. Addition Above the Garage

By adding a second level above the garage, we will not only improve the aesthetic harmony of the house but also create much-needed functional space for our large family. With two parents working from home and several children taking online classes, the additional space will greatly enhance the home's livability and allow for more efficient use of the interior.

- **Proposed addition:** 748 sq ft
- **Demolition of existing storage room:** 242 sq ft
- **Net addition:** 506 sq ft

2. Greenhouse Conversion into Front Door/Foyer/Exterior Front Patio Area

The front of the house currently lacks curb appeal, with no formal front entry or covered space. We propose repurposing the existing "greenhouse" space to create a traditional front door, foyer, and covered porch area, staying within the existing greenhouse footprint. This change will dramatically enhance the home's appearance without altering the roofline, providing both aesthetic and practical benefits.

- **Demolition of greenhouse:** 460 sq ft
- **New interior foyer:** 198 sq ft
- **New exterior covered front porch:** 262 sq ft
- **Total change in interior space:** -262 sq ft

3. West Wall Popout and Backyard Patio

To create a more open and inviting indoor-to-outdoor living space, we plan to align the west wall of the home, improving the flow between the kitchen, dining, and family room. This will also allow us to add a new covered patio at the back, enhancing our ability to enjoy the outdoors in a comfortable, functional space.

Narrative for 5775 Jay Road, Boulder

Project: Ritzer Addition/Remodel

- **West wall fill-in (walkway):** 80 sq ft
- **West wall fill-in (covered patio):** 98 sq ft
- **Total addition:** 178 sq ft

4. Add New Garden Shed

We would like to add a 12' x 24' garden shed to provide storage for essential gardening tools, equipment, and machinery, such as our riding mower and snow plow, which are necessary for maintaining our 12-acre parcel.

- **12 x 24 garden shed:** 288 sq ft

Summary of our proposed changes:

- **New conditioned space:** 1,124 sq ft (garage addition, foyer, west wall alignment)
- **Demolition space:** 702 sq ft (storage room above garage, greenhouse)
- **New outside covered space:** 982 sq ft (front porch, back patio)
- **New garden shed:** 288 sq ft

We believe this remodel/addition project will not only benefit our family by providing essential living space but will also significantly improve the overall appearance of the property, positively impacting the neighborhood.

Thank you for your time and consideration.

Josh and Andrea Ritzer (the new owners)

We are currently in the process of purchasing 5775 Jay Road. Our close of escrow date is October 11th, 2024. Our family will be moving in as soon as the remodel is completed.

Site Plan Review Fact Sheet

The applicant(s) is/are required to complete each section of this Site Plan Review (SPR) Fact Sheet even if the information is duplicated elsewhere in the SPR application. Completed Fact Sheets reduce the application review time which helps expedite the Director's Determination. Please make duplicates of this SPR Fact Sheet if the project involves more than two structures.

Structure #1 Information

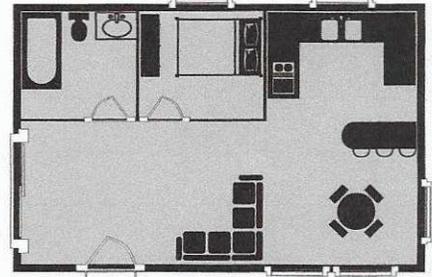
Type of Structure: (e.g. residence, studio, barn, etc.)		Residence			
Total Existing Floor Area: (Finished + Unfinished square feet including garage if attached.)		4,984 sq. ft.	Deconstruction: 702 sq. ft.		
Are new floor areas being proposed where demolition will occur? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (include the new floor area square footage in the table below)					
Proposed Floor Area (New Construction Only)				<input checked="" type="checkbox"/> Residential <input type="checkbox"/> Non-Residential	
	Finished	Unfinished	Total	Height (above existing grade)	
Basement:	sq. ft.	sq. ft.	sq. ft.	Same	
First Floor:	376 sq. ft.	sq. ft.	sq. ft.	Exterior Wall Material	Hardi siding
Second Floor:	748 sq. ft.	sq. ft.	sq. ft.	Exterior Wall Color	Light Gray
Garage: <input type="checkbox"/> Detached <input type="checkbox"/> Attached	sq. ft.	sq. ft.	sq. ft.	Roofing Material	Asphalt + Metal
*Covered Porch:	sq. ft.	sq. ft.	sq. ft.	Roofing Color	Charcoal + Dove Gray
Total:	1,124 sq. ft.	sq. ft.	sq. ft.	Total Bedrooms	5

Project Identification:

Project Name:	Ritzer Remodel/Addition
Property Address/Location:	5775 Jay Road, Boulder
Current Owner:	Luna Family Revocable Trust
Size of Property in Acres:	12.33 acres

Determining Floor Area

Floor Area is measured in terms of square feet. The total square footage is as everything within the exterior face of the exterior walls including garages and basements. Covered porch area that is attached to the principal structure is not included (see Article 18-131A). The shaded area on the diagram indicates the area counted as square feet.



Structure #2 Information

Type of Structure: (e.g. residence, studio, barn, etc.)		Garden shed			
Total Existing Floor Area: (Finished + Unfinished square feet including garage if attached.)		N/A sq. ft.	Deconstruction: 288 sq. ft.		
Are new floor areas being proposed where demolition will occur? <input type="checkbox"/> No <input type="checkbox"/> Yes (include the new floor area square footage in the table below)					
Proposed Floor Area (New Construction Only)				<input checked="" type="checkbox"/> Residential <i>shed</i> <input type="checkbox"/> Non-Residential	
	Finished	Unfinished	Total	Height (above existing grade)	
Basement:	sq. ft.	sq. ft.	sq. ft.	10'	
First Floor:	sq. ft.	sq. ft.	sq. ft.	Exterior Wall Material	Wood
Second Floor:	sq. ft.	sq. ft.	sq. ft.	Exterior Wall Color	Light Gray
Garage: <input type="checkbox"/> Detached <input type="checkbox"/> Attached	sq. ft.	sq. ft.	sq. ft.	Roofing Material	Asphalt
*Covered Porch:	sq. ft.	sq. ft.	sq. ft.	Roofing Color	Charcoal
<i>shed</i> Total:	sq. ft.	sq. ft.	288 sq. ft.	Total Bedrooms	—

Residential vs. Non-Residential Floor Area

Residential Floor Area includes all attached and detached floor area (as defined in Article 18-162) on a parcel, including principal and accessory structures used or customarily used for residential purposes, such as garages, studies, pool houses, home offices and workshops. Gazebos and carports up to a total combined size of 400 square feet are exempt. Barns used for agricultural purposes are not considered residential floor area.

Note: If an existing wall(s) and/or roof(s) are removed and a new wall(s)/roof(s) are constructed, the associated floor area due to the new wall(s)/roof(s) are considered new construction and must be included in the calculation of floor area for the Site Plan Review and shown on this Fact Sheet.

If a Limited Impact Special Review is required, then call 303-441-3930 and ask for a new Pre-Application conference for the Limited Impact Special Review.

*See Article 18-131A for definition of covered porch.

Grading Calculation

Cut and fill calculations are necessary to evaluate the disturbance of a project and to verify whether or not a Limited Impact Special Review is required. Limited Impact Special Review is required when grading for a project involves more than 500 cubic yards (minus normal cut/fill and backfill contained within the foundation footprint).

If grading totals are close to the 500 yard trigger, additional information may be required, such as a grading plan stamped by a Colorado Registered Professional Engineer.

Earth Work and Grading

This worksheet is to help you accurately determine the amount of grading for the property in accordance with the Boulder County Land Use Code. Please fill in all applicable boxes.

Note: Applicant(s) must fill in the shaded boxes even though foundation work does not contribute toward the 500 cubic yard trigger requiring Limited Impact Special Use Review. Also, all areas of earthwork must be represented on the site plan.

Earth Work and Grading Worksheet:

	Cut	Fill	Subtotal
Driveway and Parking Areas			
Berm(s)			
Other Grading			
Subtotal			Box 1
* If the total in Box 1 is greater than 500 cubic yards, then a Limited Impact Special Review is required.			
	Cut	Fill	Total
Foundation			
Material cut from foundation excavation to be removed from the property			

Excess Material will be Transported to the Following Location:

Excess Materials Transport Location:

Narrative

Use this space to describe any special circumstances that you feel the Land Use Office should be aware of when reviewing your application, including discussion regarding any factors (listed in Article 4-806.2.b.i) used to demonstrate that the presumptive size limitation does not adequately address the size compatibility of the proposed development with the defined neighborhood. If more room is needed, feel free to attach a separate sheet.

see Narrative pages included

Is Your Property Gated and Locked? *No*

Note: If county personnel cannot access the property, then it could cause delays in reviewing your application.

Certification

I certify that the information submitted is complete and correct. I agree to clearly identify the property (if not already addressed) and stake the location of the improvements on the site within four days of submitting this application. I understand that the intent of the Site Plan Review process is to address the impacts of location and type of structures, and that modifications may be required. Site work will not be done prior to issuance of a Grading or Building Permit.

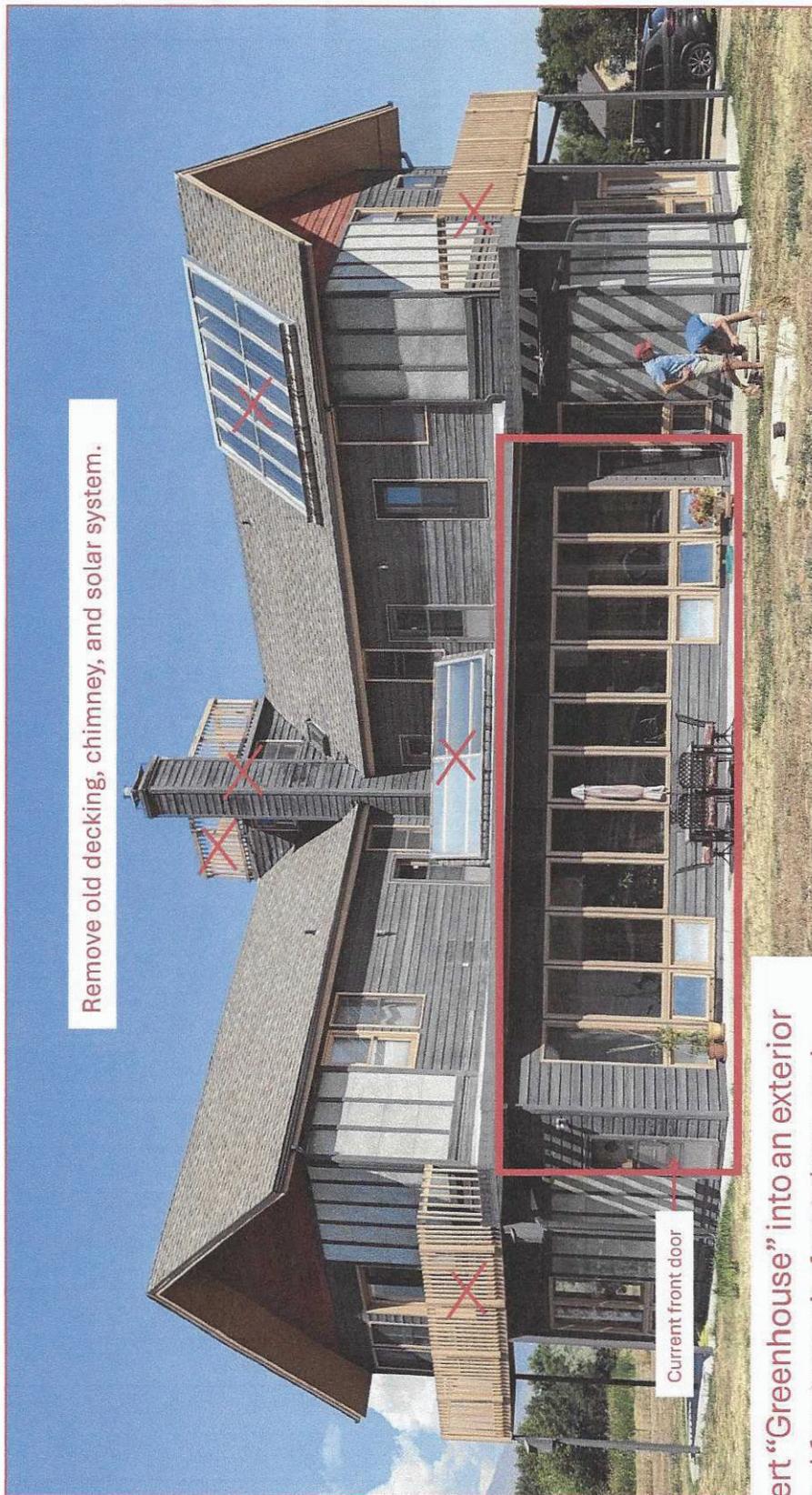
Signature <i>Josh Ritter</i>	Print Name <i>Josh Ritter</i>	Date <i>9/30/24</i>
------------------------------	-------------------------------	---------------------

5775 Jay Road

Ritzer Addition/Remodel

South Side

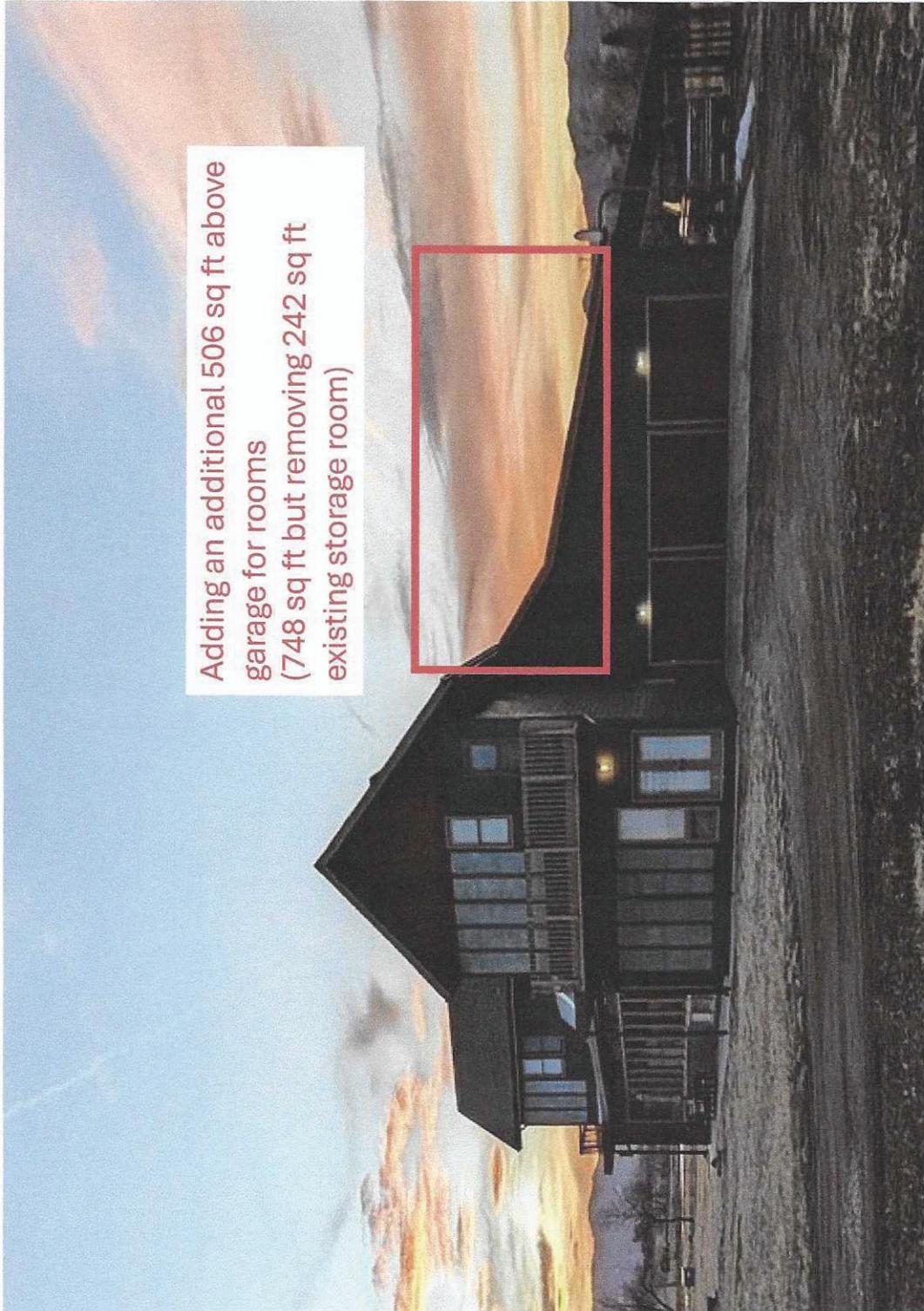
East Side



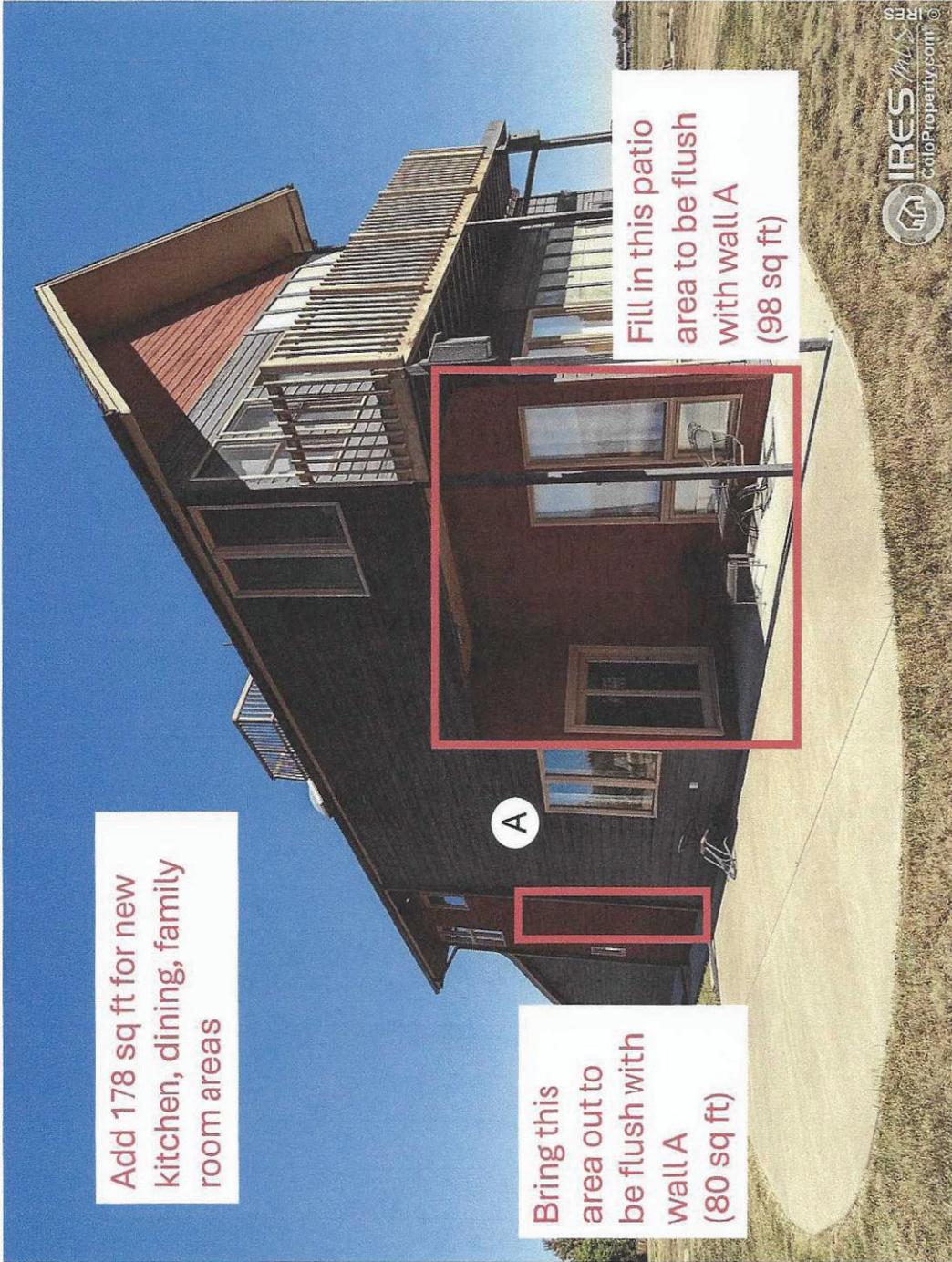
Convert "Greenhouse" into an exterior covered front porch, front door, and interior foyer to increase curb appeal

Southeast Side

5775 Jay Road - East Side



5775 Jay Road - West Side



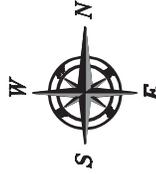
Add 178 sq ft for new kitchen, dining, family room areas

Bring this area out to be flush with wall A (80 sq ft)

Fill in this patio area to be flush with wall A (98 sq ft)

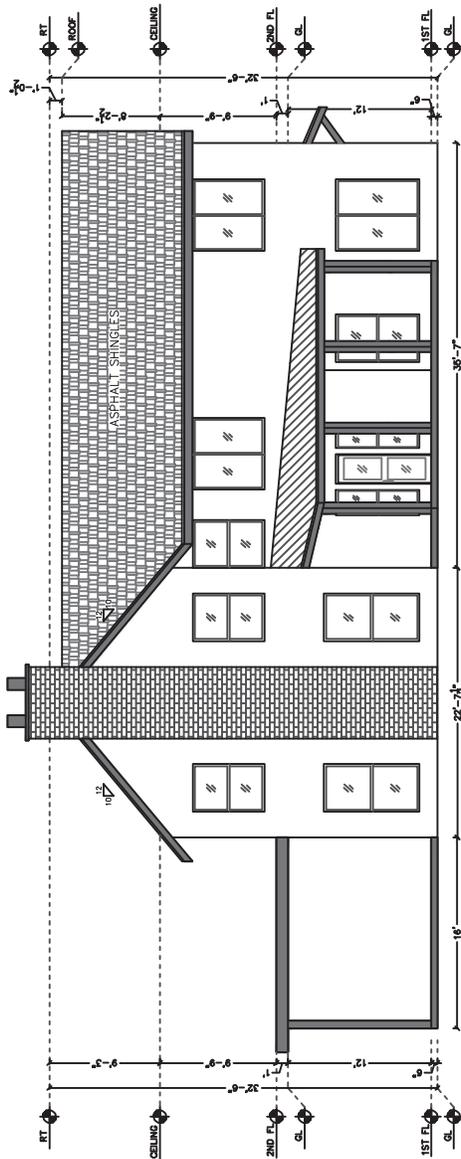


PROJECT INFO:
5775 Joy Road, Boulder,
Ritzer Addition/Remodel
DATE - 9/30/24



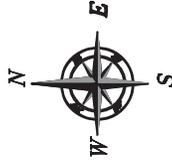
SCALE BAR
SCALE - 1/16" = 1'-0" @ 11x8.5

EAST ELEVATION



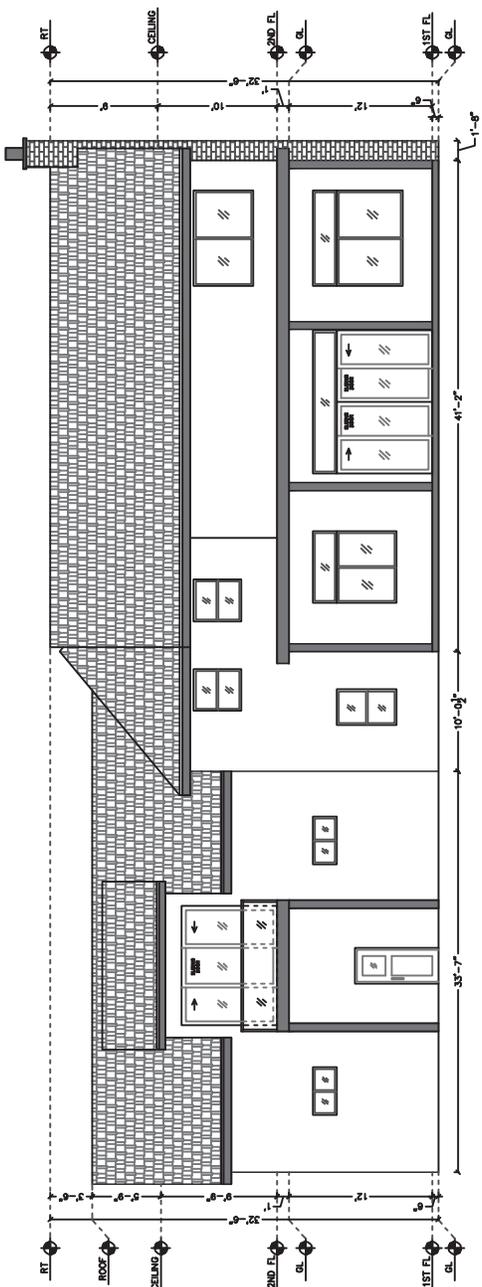
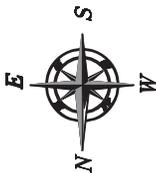
SCALE BAR
 SCALE = 1/16" = 1'-0" @ 11x8.5

SOUTH ELEVATION



PROJECT INFO:
 5775 Jay Road, Boulder,
 Ritzer Addition/ Remodel
 DATE - 9/30/24

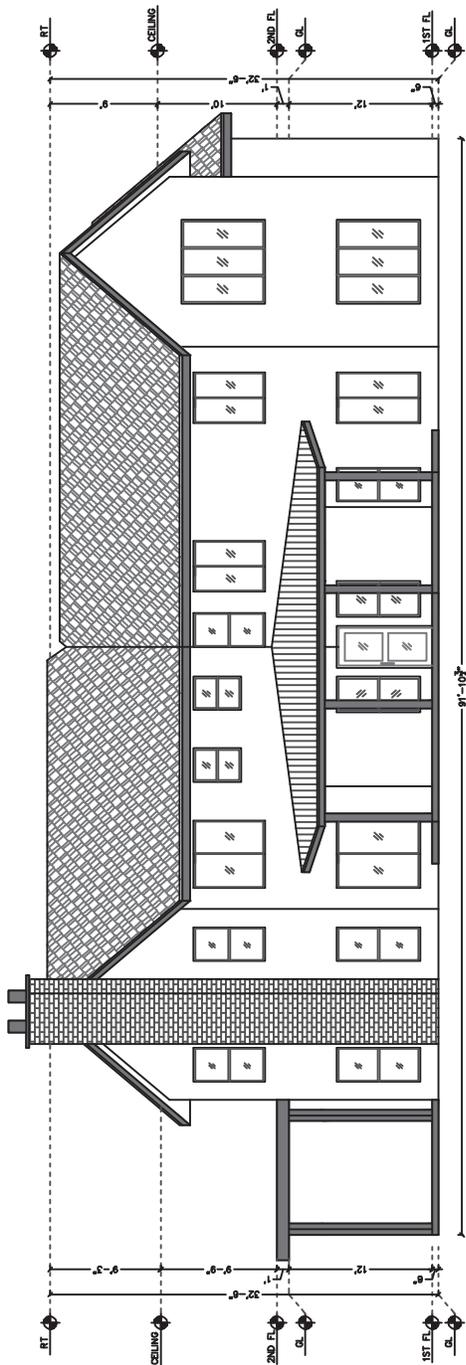
PROJECT INFO:
5775 Jay Road, Boulder,
Ritzer Addition/Remodel
DATE - 9/30/24



SCALE BAR
SCALE - 1/16" = 1'-0" @ 118&5

WEST ELEVATION

PROJECT INFO:
5775 Jay Road, Boulder,
Ritzer Addition/
Remodel
DATE - 9/30/24



SCALE BAR
SCALE - 1/16" = 1'-0" @ 11x8.5

SOUTH-EAST ELEVATION

Add Garden Shed



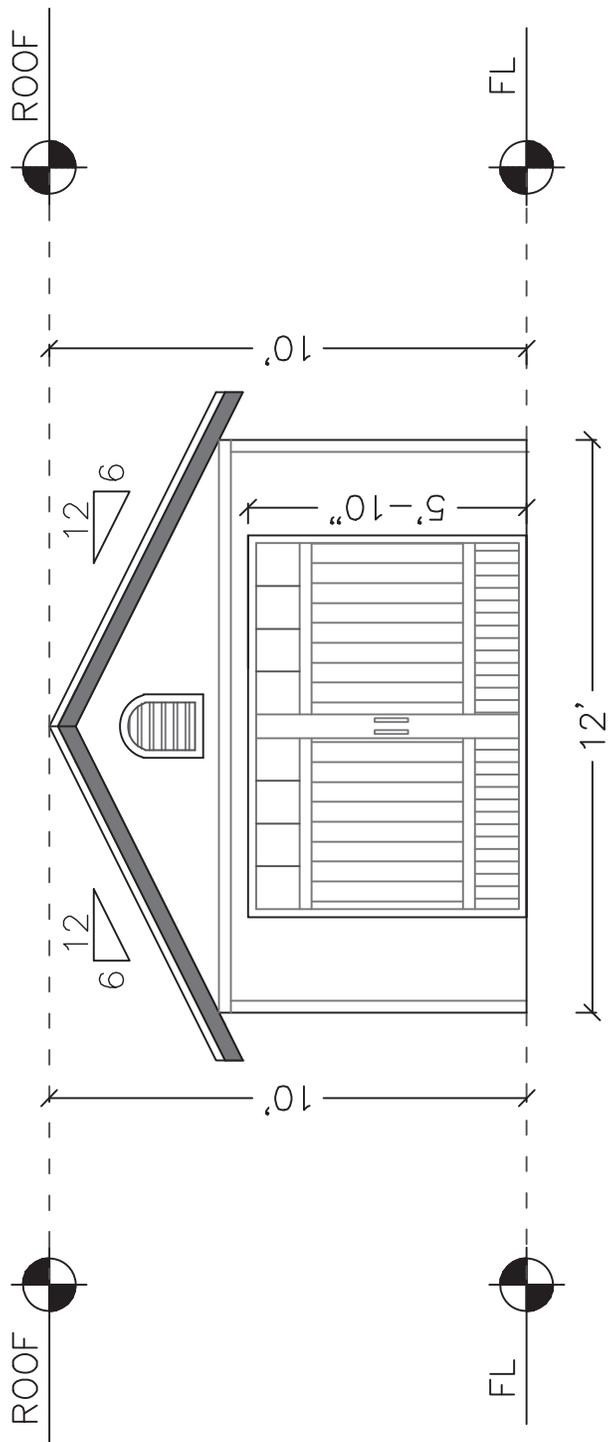
12' wide x 24' long x 10' high

288 sq ft

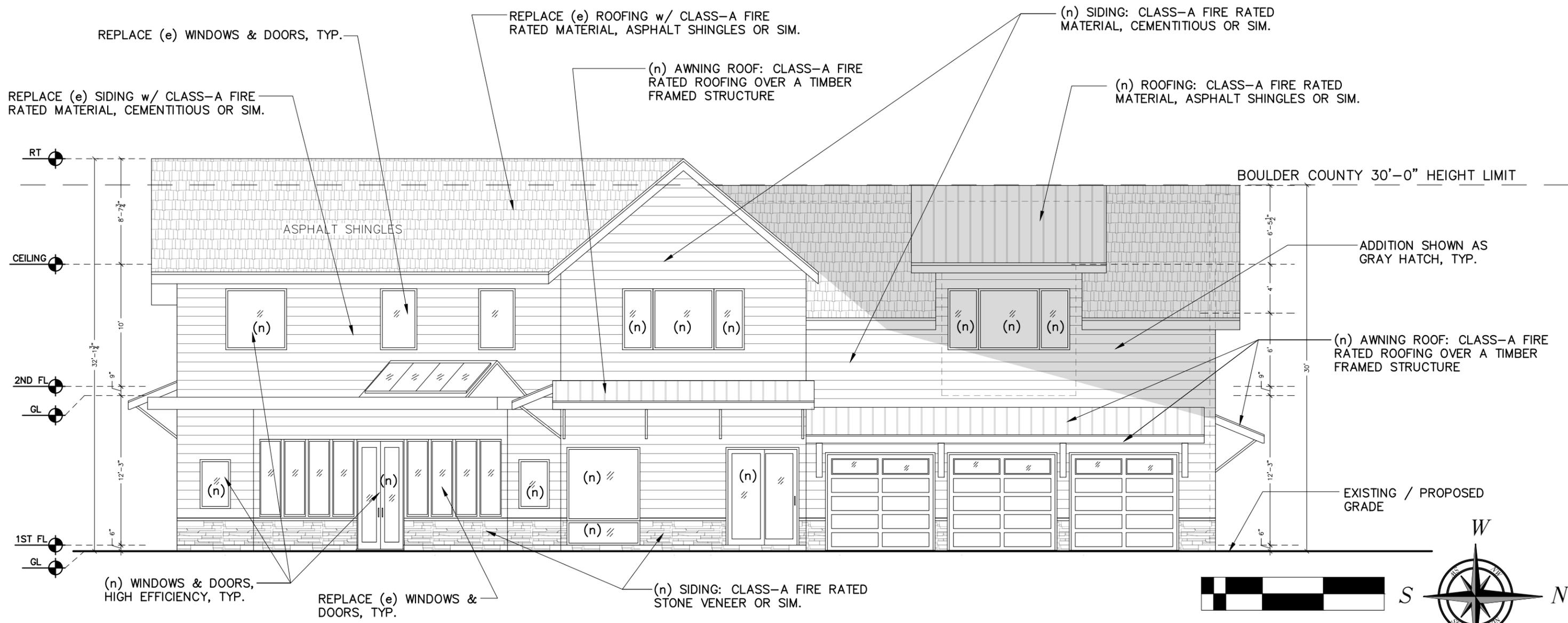
Install northwest of the house where the new garden is going.

5775 Jay Road, Boulder,
Ritzer Addition/Remodel
DATE - 9/30/24

PROJECT INFO:



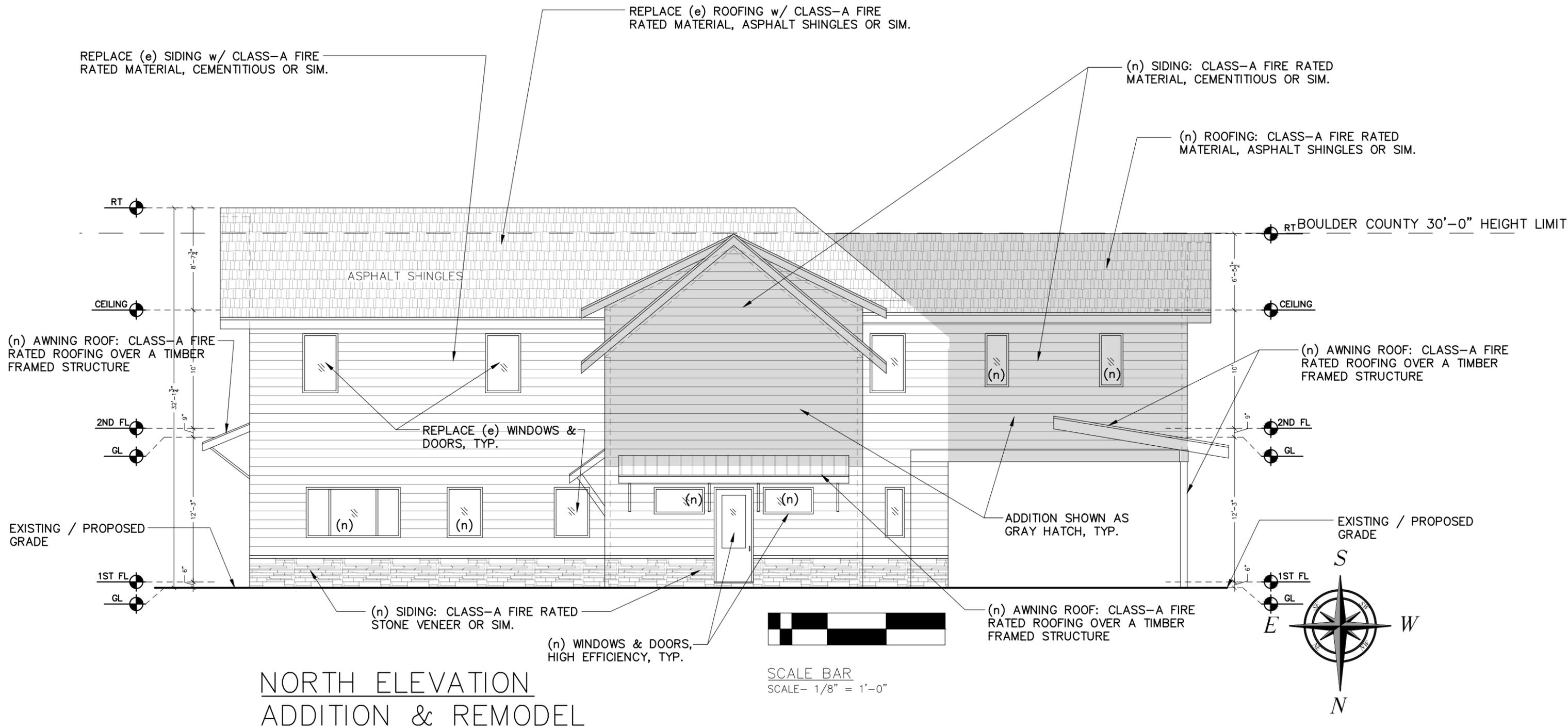
GARDEN SHED FRONT ELEVATION
SCALE- 1/4" = 1'-0" @ 11X8.5



EAST ELEVATION
ADDITION & REMODEL

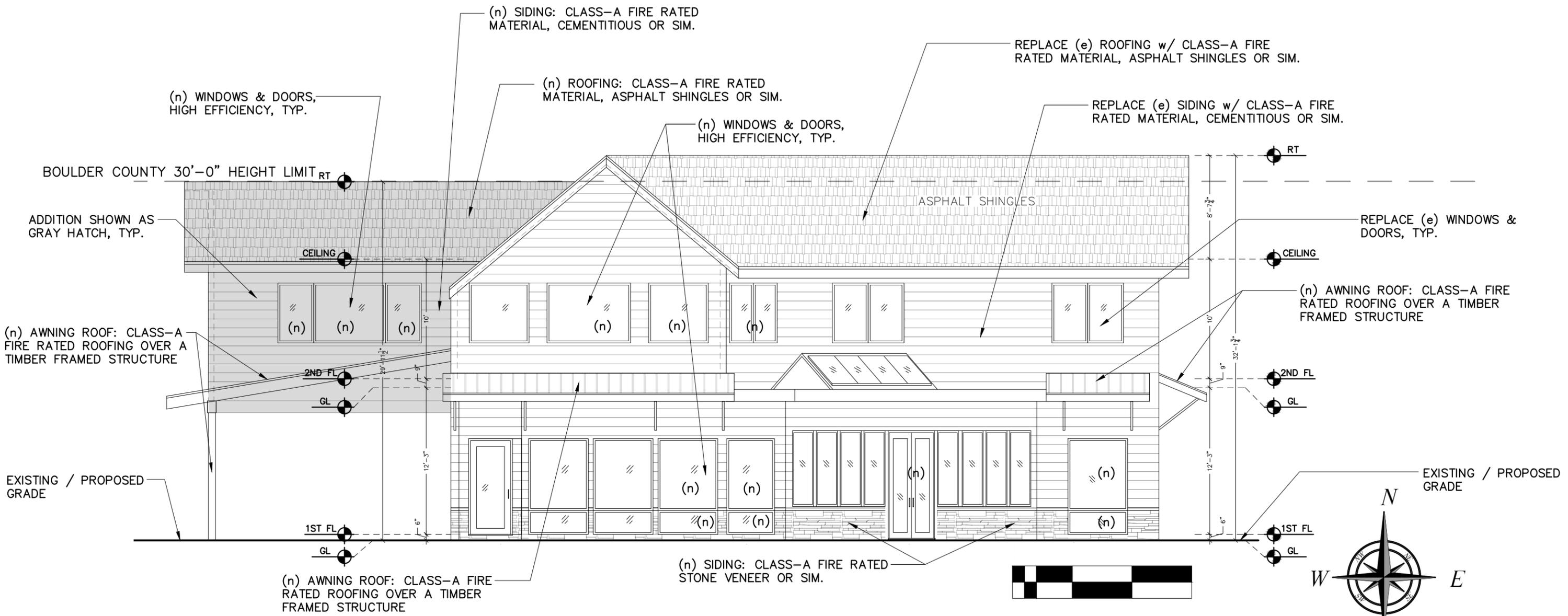
5775 JAY ROAD, BOULDER, CO. 80301
ADDITION & REMODEL

1/15/25



5775 JAY ROAD, BOULDER, CO. 80301
ADDITION & REMODEL

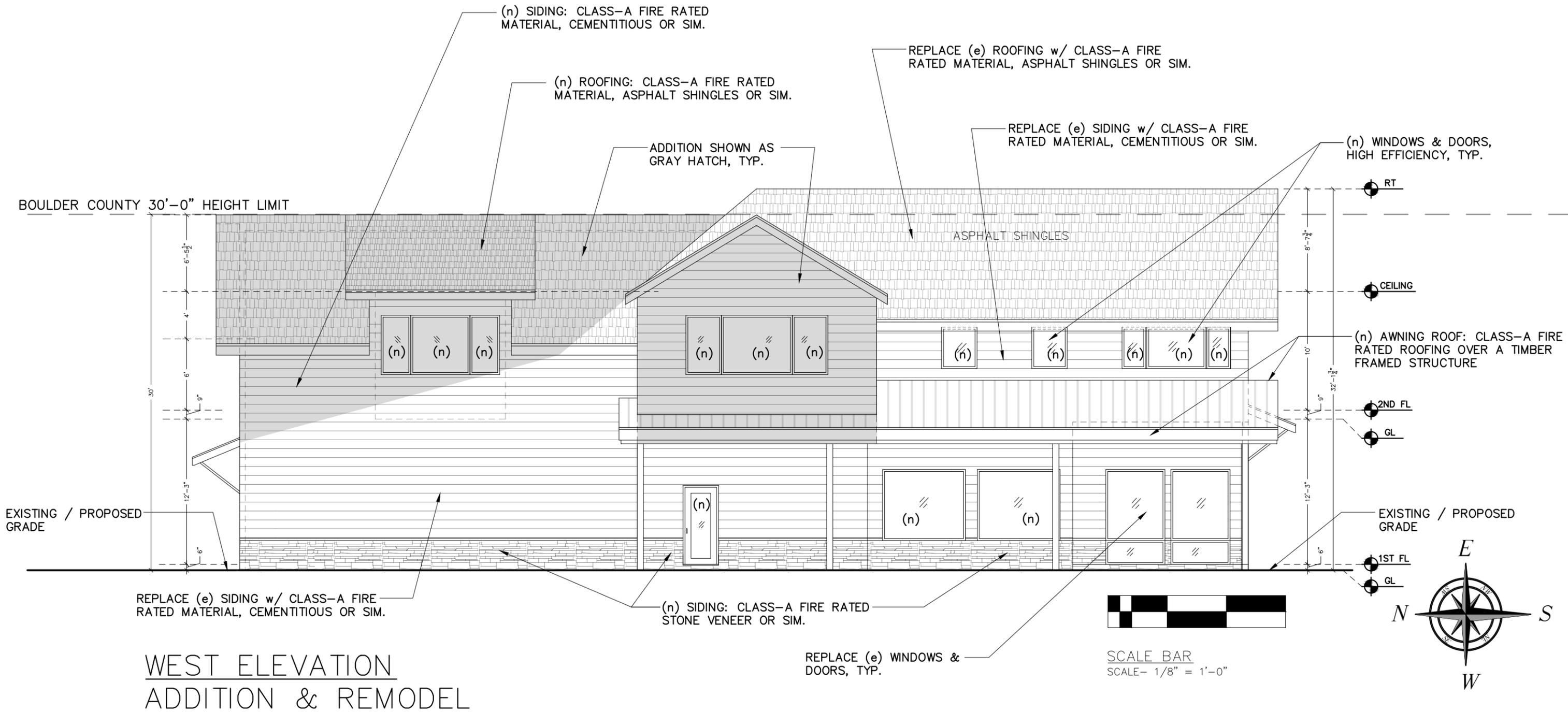
1/15/25



SOUTH ELEVATION
ADDITION & REMODEL

5775 JAY ROAD, BOULDER, CO. 80301
ADDITION & REMODEL

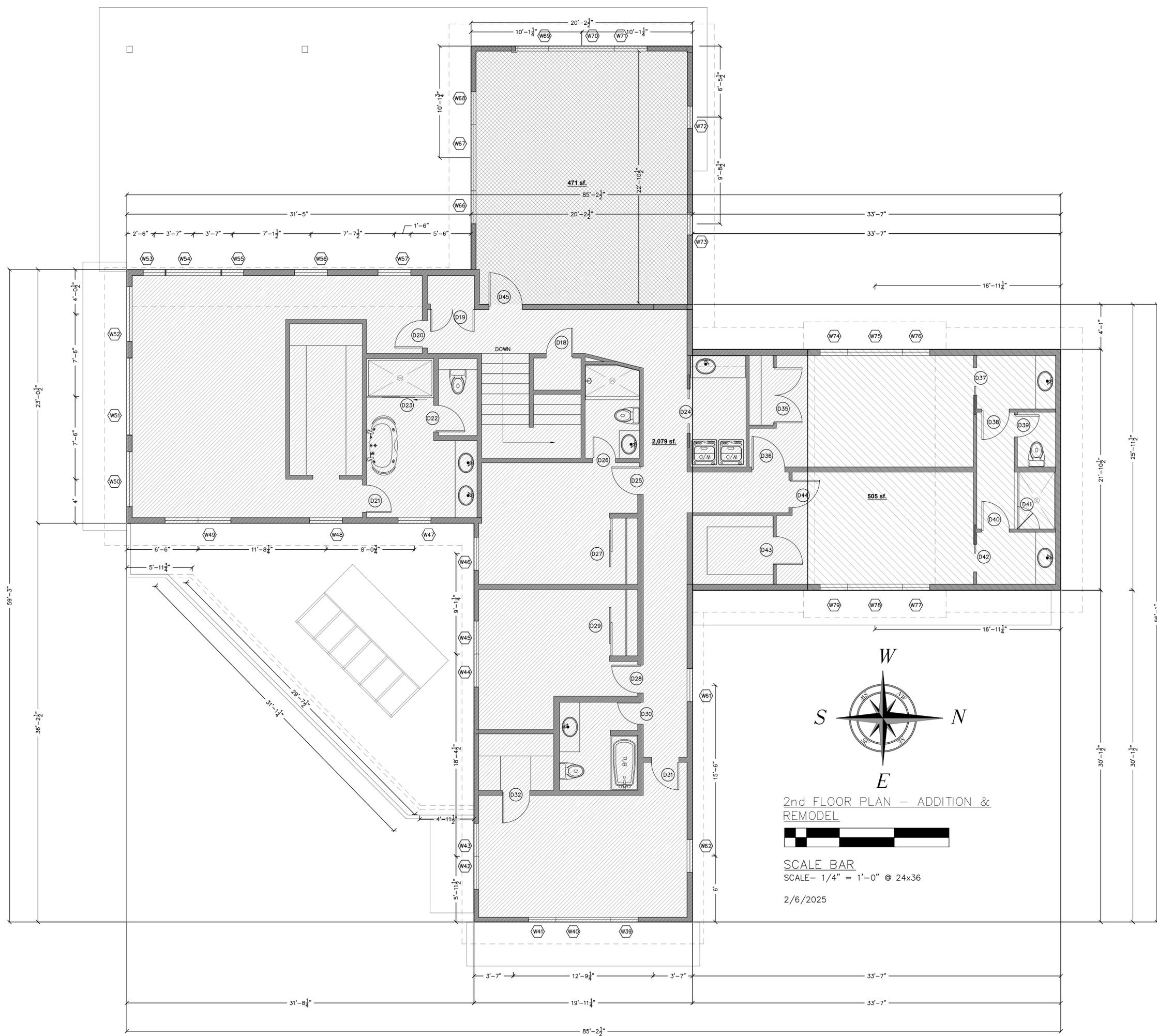
1/15/25



WEST ELEVATION
ADDITION & REMODEL

5775 JAY ROAD, BOULDER, CO. 80301
ADDITION & REMODEL

1/15/25



5775 JAY ROAD, BOULDER, CO. 80301
INTERIOR REMODEL

Building Safety & Inspection Services Team

MEMO

TO: Pete L'Orange, Senior Planner
FROM: Michelle Huebner, Plans Examiner Supervisor
DATE: October 9, 2024

RE: Referral Response, SPR-24-0070: Ritzer Additions and Accessory Structure: Site Plan Review to deconstruct 302 square feet of residential floor area and construct 1,124 square feet of additions to an existing 5,044-square-foot house and construct a 288-square-foot accessory residential structure resulting in a total residential floor area of 6,154 square feet where the presumed compatible size is 5,479 square feet.

Location: 5775 Jay Road

Thank you for the referral. We have the following comments for the applicants:

1. **Building Permits.** A building permit, plan review and inspections approvals are required for the proposed addition and convert the existing greenhouse to living area. A separate building permit is required for the shed.

Please refer to the county's [adopted 2015 editions of the International Codes and code amendments](#), which can be found via the internet under the link: [2015 Building Code Adoption & Amendments](#)

Stairs are not permitted or approvable in crawlspaces. The crawlspace must be less than 6'-8" or will count as basement area. The [2015 Building Code Adoption & Amendments](#)

definitions:

CRAWL SPACE. An under floor space below the first story floor of the building that does not meet the definition of story above grade plane, that has a ceiling height measured from the crawlspace grade or floor to the bottom of the floor joists above of less than six feet 8 inches, and that does not contain interior stairs, windows, wall, and ceiling finish materials, trim or finished flooring

Floor area is measure to the outside of outside walls and includes the stairs on each level. The [2015 Building Code Adoption & Amendments](#) definitions:

AREA, FLOOR. The area of the building, existing or new, under consideration including basements and attached garages calculated without deduction for corridors, stairways, closets, the thickness of interior walls, columns, or other features as measured from the exterior face of the exterior walls.

2. **Automatic Fire Sprinkler System.** According to R313.2.1 of the currently adopted 2015 Boulder County Building Code this addition triggers the requirement for an automatic residential fire sprinkler system to be installed throughout the home. This system shall be designed and installed in accordance with NFPA 13D or IRC Section P2904.

R313.2.1 Additions to existing one- and two-family dwellings. *An automatic residential fire sprinkler system shall be installed throughout existing one- and two-family dwellings with additions when the sum of the total floor area of the addition plus the existing one- and two-family dwelling is increased to 4,800 sq. ft. or greater. The floor area of detached structures having floor areas of 120 square feet or greater that are located less than 50 feet from the dwelling shall be included in the floor area calculated for the dwelling.*

Exceptions:

1. One-time additions not exceeding 200 square feet in floor area, and
 2. Carport additions which are exempt from the definition of “Residential Floor Area” in Section 18-189D of the Boulder County Land Use Code.
3. **BuildSmart.** (A HERS rating is required for this project) Please refer to the county’s adoption and amendments to Chapter 11 of the IRC, the county’s “BuildSmart” program, for the applicable requirements for energy conservation and sustainability for residential additions and new residential buildings. Please be aware that there are energy related requirements of this code that may require the use of renewable energy systems (such as rooftop solar systems) that will also need to be approved by your electric utility provider. In some cases, there may be limitations on the size of on-site systems allowed by your utility provider that could constrain the project design. We strongly encourage discussions between the design team and the utility company as early in the process as possible in order to identify these constraints.
 4. **Design Wind and Snow Loads.** The design wind and snow loads for the property are 155 mph (Vult) and 40 psf, respectively.
 5. **Ignition-Resistant Construction and Defensible Space.** Please refer to Section R327 of the Boulder County Building Code for wildfire hazard mitigation requirements, including ignition-resistant construction and defensible space.

6. **Plan Review.** The items listed above are a general summary of some of the county's building code requirements. A much more detailed plan review will be performed at the time of building permit application, when full details are available for review, to assure that all applicable minimum building codes requirements are to be met. Our [Residential Plan Check List](#) and other Building Safety publications can be found at: [Building Publications, Applications and Forms - Boulder County](#)

If the applicants should have questions or need additional information, we'd be happy to work with them toward solutions that meet minimum building code requirements. Please call (720) 564-264.



Community Planning & Permitting

Courthouse Annex • 2045 13th Street • Boulder, Colorado 80302
Mailing Address: P.O. Box 471 • Boulder, Colorado 80306
303-441-3930 • www.BoulderCounty.gov

October 28, 2024

TO: Pete L'Orange, Senior Planner; Community Planning & Permitting, Development Review Team - Zoning

FROM: Tim Oliver, Planner II; Community Planning & Permitting, Development Review Team – Access & Engineering

SUBJECT: Docket # SPR-24-0070: Ritzer Additions and Accessory Structure

The Development Review Team – Access & Engineering staff have reviewed the above referenced docket and have the following comments:

1. The subject property is accessed via Jay Road, an asphalt Boulder County owned and maintained right-of-way (ROW) with a Functional Classification of Minor Arterial. Legal access has been demonstrated via adjacency to this public ROW.
2. The driveway design must comply with the Multimodal Transportation Standards (the Standards) for residential development, including without limitation:
 - a. Table 5.5.1 – Parcel Access Design Standards (1-Lane Plains Access)
 - b. Standard Drawing 11 – Private Access
 - c. Standard Drawing 14 – Access with Roadside Ditch
 - d. Standard Drawing 15 – Access Profiles Detail
 - e. Standard Drawing 16 – Access Grade & Clearance
 - f. Standard Drawing 17 – Access Pull-Outs
 - g. Standard Drawing 18 – Access Turnaround
 - h. Standard Drawing 19 – Typical Turnaround & Pullout Locations

The driveway has an asphalt apron that does not extend 10 feet from Jay Road. The asphalt apron will need to extend at least 10 feet from Jay Road per Standard Drawing 14. The driveway is over 400 feet in length, and there is no proposed emergency turnaround on the proposed plans. An emergency pullout is required every 400 feet, and an emergency turnaround is required to be at least 50 feet from the front of the house per Standard Drawings 17, 18, and 19 respectively.

At building permit, submit revised plans that show a 10 foot asphalt apron, emergency pullouts every 400 feet, and an emergency turnaround that comply with the Standards.

At final inspection, the Community Planning & Permitting Department must verify that the access and driveway has been constructed to comply with the Standards.

3. The eastern inlet of the existing culvert in the roadside ditch along Jay Road is dented, and the headwall is destroyed. The slope above the headwall is steep and eroded. The headwall around the western inlet is cracked. Standard Drawing 11 shows that the slope to the top of the culvert must be no steeper than 2:1.

At building permit, restore the eastern inlet of the culvert, replace or repair both headwalls, and regrade the slope from the driveway to the top of the eastern headwall to comply with the Standards.

4. During construction, all vehicles shall be staged on the subject property or to one side of Jay Road to not impede the travel way. Materials, machinery, dumpsters, and other items shall be staged on the subject property.

This concludes our comments at this time.



Public Health

Environmental Health Division

October 21, 2024

TO: Staff Planner, Community Planning and Permitting

FROM: Jessica Cannon, Environmental Health Specialist

SUBJECT: SPR-24-0070: Ritzer Additions and Accessory Structure

OWNER: Ritzer

PROPERTY ADDRESS: 5775 Jay Road

SEC-TOWN-RANGE: 15 1N 70

The Boulder County Public Health (BCPH) – Environmental Health division has reviewed the submittals for the above referenced docket and has the following comments.

OWTS:

1. Boulder County Public Health issued a new permit for the installation of an absorption bed system on 3/5/79. The permit was issued for an onsite wastewater treatment system (OWTS) adequate for a 5-bedroom house. BCPH approved the installation of the OWTS on 4/21/80.
2. On 7/13/14, BCPH issued a repair permit for the installation of a 2000-gallon septic tank. The permit was issued for a tank adequate for a 5-bedroom house. BCPH approved the installation of the OWTS on 8/19/14. According to the application, the home has/will have 5 bedrooms after the addition.
3. Setbacks between all buildings and the OWTS serving this property and OWTS serving neighboring properties, must be in accordance with the Boulder County OWTS Regulations, Table 7-1. The house addition and the garden shed must be no closer than 20 feet to the absorption area and 5 feet to the septic tank. The garden cannot be on top of the absorption area. No activities or anything but native grasses should be in the absorption area. For the complete regulations, go to: <https://assets.bouldercounty.gov/wp-content/uploads/2017/05/boulder-county-ows-regulations.pdf>

Avoid Damage to OWTS:

1. Heavy equipment should be restricted from the surface of the absorption field during construction to avoid soil compaction, which could cause premature absorption field malfunction. Caution should be used in conducting trenching and excavation activities so that sewer lines and other OWTS components are not damaged.

This concludes comments from the Public Health – Environmental Health division at this time. For additional information on the OWTS application process and regulations, refer to the following website: www.SepticSmart.org. If you have additional questions about OWTS, please do not hesitate to contact HealthOWS@bouldercounty.gov.

Cc: OWTS file, owner, Community Planning and Permitting

From: [Dean Rogers](#)
To: [L"Orange, Pete](#)
Subject: [EXTERNAL] SPR-24-0070
Date: Monday, October 28, 2024 12:28:13 PM

Pete,

Boulder Rural has the following recommendations regarding SPR-24-0070, the Ritzer additions and accessory structure at 5775 Jay Road.

1. With the total square footage of the existing house and proposed additions being over 4800 sq ft, sprinklers will be required. This is per Boulder County building code and adopted Boulder Rural fire code.
2. With driveway alone being just over 1400 feet long, a cistern will be required. A pull-out or hammerhead may also be needed in the driveway.
3. Any overhead obstructions will need to be mitigated.

If I missed anything, or if there are any questions, please let me know.

Thank you,

Dean Rogers, Engineer

Boulder Rural Fire Rescue
6230 Lookout Road, Boulder, CO 80301
O 303-530-9575 | C 720-498-0019
drogers@brfr.org | www.brfr.org





Right of Way & Permits

1123 West 3rd Avenue
Denver, Colorado 80223
Telephone: **303.571.3306**
Facsimile: 303.571.3284
donna.l.george@xcelenergy.com

October 18, 2024

Boulder County Community Planning and Permitting
PO Box 471
Boulder, CO 80306

Attn: Pete L'Orange

Re: Ritzer Additions and Accessory Structure, Case # SPR-24-0070

Public Service Company of Colorado's (PSCo) Right of Way & Permits Referral Desk has reviewed the site plan for **Ritzer Additions and Accessory Structure**. Please be aware PSCo owns and operates existing natural gas and electric facilities within the subject property. As a safety precaution, PSCo would like to remind the developer to contact Colorado 811 for utility locates prior to construction.

The property owner/developer/contractor must complete the application process for any new natural gas or electric service, or modification to existing facilities including relocation and/or removal via [xcelenergy.com/InstallAndConnect](https://www.xcelenergy.com/InstallAndConnect), *particularly if any meters are involved*.

If additional easements need to be acquired by separate PSCo document, a Right-of-Way Agent will need to be contacted.

Donna George
Right of Way and Permits
Public Service Company of Colorado dba Xcel Energy
Office: 303-571-3306 – Email: donna.l.george@xcelenergy.com

From: [Eric Olson](#)
To: [LU Land Use Planner](#)
Subject: [EXTERNAL] Project # SPR-24-0070 Ritter Additions
Date: Friday, March 7, 2025 2:56:02 PM

We are neighbors of this property. We have reviewed the application and have no objections. It does not appear to have any significant impact on our property.

Eric and Jane Olson
4408 Wellington Rd.
Boulder CO 80301