

Letter of Introduction

To: City of Aurora, Planning Department
15151 E. Alameda Parkway
Aurora, CO 80012

Re: Elmira North – Site Plan with Adjustment, Adams County, MU-OA-MS

Date: November 21, 2022

To Whom it May Concern:

The project intent is to develop the land located at Elmira North Subdivision Filing No.1 of New England Heights into a mixed-use building at the northwest corner of the intersection East 25th Avenue and North Elmira Street. The project will consist of 2-story office space (approximately 6,000sf) that takes place on the eastern half of the building and 3-story one residential unit (approximately 6,700sf including garage) that takes place on the western half of 2 levels and the entire 3rd level of the building on the land area of 0.4532 acres. The office will be occupied by two owners whose cars will be parked inside their own residential 4-car garage in the building and their four employees who may use the off-street parking stalls on site.

This project is an extension of the Phase 1 development at 25th and Elmira that is nearing completion.

The project will be accessed from the existing curb entry and will share the parking lot with the office building of Phase 1 located at 2513 Elmira. Although the previous zoning district did not have specific parking requirements, the current UDO requires 35 parking spaces per Section 146-4.6.3 Table 4.6-1. The parking adjustment is being accommodated via a shared parking agreement recorded by the owner. There are 18 parking spaces from the Phase 1 building, 1 of which is an Accessible Parking space. There are 7 new public parking spaces proposed for Phase 2, and 3 additional private parking spaces for the Residence. The 3 private parking spaces are not being counted towards our total provided parking, as they are not accessible by the public. Only 25 public parking spaces are being proposed.

The proposed office will occupy the first and second floors that face the ROW (cul-de-sac) and the shared parking lot (approx. 60% of its length from the curb cut), and the residential facades will face the non-street/alley sides as well as all sides of the third floor that step back from the street and the parking lot.

This will be an owner-occupied building both for the business and the residence.

DocuSigned by:
 11/21/2022
4F66E945F95643C...

Chad Ballard, Owner

Contact information:

- Chad Ballard, owner – 2503 Elmira Street, Aurora, CO 80010; 303.399.0386
- Brian Martin, architect – 3459 Ringsby Ct, Suite 406, Denver, CO 80216; 404.693.1247
- Jesse Donovan, civil engineer – 1 Broadway, A225, Denver, CO 80203; 720.504.9295