

# **Site Plan Letter of Intent**

## **Location:**

2290 Old Ranch Rd., Colorado Springs, CO 80908

## **Project Overview:**

The property is located nearby large manufacturing and industrial centers, as well as residential, office, and commercial sites. We are looking to create a unique and rural general office space, leasing to a company who either currently houses their business in Denver, or who seek to operate a business outside of Colorado Springs. By creating a workspace nearby both residential and commercial locations, we hope to attract business that would otherwise take their tax revenues outside of El Paso County.

Chapter 1.15 of the EPC LDC describes General Office as: Use of a site for business, professional, or administrative offices excluding medical offices. General offices are characterized by a low proportion of vehicle trips attributable to visitors or clients in relation to employees. Typical uses include real estate, insurance, management, travel, or other similar business offices; organization and association offices; law, architectural, engineering, accounting, telemarketing or other professional offices.

Many new homes are being built in this area and a majority of those new residents are driving north to the Denver area, to work outside of Colorado Springs. El Paso County has recognized this increased migration and so has plans to expand Powers north to I25, expedite the I25 expansion by several years, and continues to expand I25 throughout the city.

By creating a space where an employee or company owner could drive a very short distance, or even bike or jog to work, we feel it would at least in some way reduce the tax revenues and traffic flowing north out of our county.

## **Project Detail:**

### **Building #1:**

We are proposing to build a two-story, steel-framed, 5,700 sf building (2,850 sf footprint) that will be used for General Office space. Currently four offices are planned with central common space. Three baths, one elevator, and five egress points are included in the design. ADA access will be available for both floors. Also included in the design is a wrap-around upper deck that will serve as an alternate work space for tenants, give the building a look and feel of a neighbor home (which is in keeping with the original Variance design concept, and provide additional egress access for the second floor. Exterior finishes with also lend to the "neighborhood" feel with stucco and natural stone finishes. This building will be addressed through Enumeration to 2294 Old Ranch Rd.

You cannot request a dimensional variance in your letter of intent. You will either need to reduce the size of the building or move the building out of the setback. If you are seeking a dimensional variance, you will need to justify how these are not possible options and apply for the variance through the BOA process. For an encroachment of less than 20% of the requirement (5 ft), administrative relief may be considered.

If you would like to pursue either the dimensional variance or the administrative relief, this project will be placed on hold until either of those processes are completed.

## Building #2:

We are converting a 720 sf garage into General Office space. The building structure was inspected by Affinity Engineering and approved for desired use with slight modifications. Some framing additions will be made for window relocation and a new front access door, and an addition of a restroom in the NE corner of the building. The foundation will be upgraded with frost protection per engineering plans. New natural stone exterior finishes and steel roofing will be installed as well. ADA access will be available. Address to remain 2290 Old Ranch Rd.

## General Lot Improvements:

1. Existing structure (detached 1974 Mobile Home) has been removed (donated).
2. OWTS completed / submitted.
  - a. This design ties both building septic tanks together into one leech field, located in the rear of the property.
3. Soils Report.
4. Site Plan completed / submitted.
5. Grading and Erosion ESQCP will be submitted by contractor in accordance with EPC LDC 6.3.5.
6. Landscaping Plan completed / submitted.
  - a. The landscaping design incorporates natural grass coverage for most of the lot, with several roadway and interior screening trees. Many established trees exist on the property and serve as required screening. The commercial well permit negates the use of well water for outside irrigation, so self-sustaining type plants must be utilized for coverage. EPC LDC 6.2.2
7. Lighting Plan completed / submitted.
  - a. The exterior lighting will consist of lighted balusters for the parking and entry areas, with lighting provided for building entrances. It is our intent to keep the exterior lighting to an acceptable low-light level to reduce the effects of light pollution in the area. EPC LDC 6.2.3
8. Drainage Plan completed / submitted.
  - a. There are no detention ponds included in the drainage plan as there is sufficient natural drainage provided through low lot coverage. EPC LDC 6.3.2
9. Parking Plan completed / submitted.
  - a. Parking design is in keeping with EPC LDC 6.2.5, with appropriate sized parking spots, sidewalks, turn radii, entrance and egress, and ADA access. Lot access to remain the same.
10. Commercial Well Permit approved.
  - a. Awaiting MEP controls / meter for final approval.
11. USF&W Clearance Letter.
  - a. Building of permanent structures in the Kettle Creek river basin (flood zone) is discouraged.
12. Existing account with Colorado Springs Utilities for natural gas.
13. Existing account with Mountain View Electric.
14. Existing account with CenturyLink for fiber optic service.
  - a. CenturyLink will install service lines once that phase of the project commences.

15. Variance of Use Approved through VA-18-001 and BOCC Resolution Number: 18-141 to include General Office use.
16. Fencing Variance Approved through VA-18-001 and BOCC Resolution Number: 18-141.
  - a. A split rail fence will be installed around the logical borders of the usable property, allowing for utility access easements. EPC LDC 6.2.1

**Requests:**

At this time we are requesting construction approval as shown in the drawing package, which drives a setback variance request for the second story decking protruding 8' into the 25' setback at the north corner of the building. The building itself is outside of the 25' lot setback, and there still exists walking distance setback of 25'. The only protrusion into the lot setback will be a support post for the upper deck.

**Justification:**

The historic fence line from 1979 is still established between the existing neighbor and ourselves as the property line. It represents the old centerline of Burgess Rd. that was vacated in 1979, with equal 30' halves being divided between property owners. It was not recorded as such on the survey, as the property lines were drawn in a straight line rather than in a curve as the roadway was formed. Using this historic fence line as the calculated property line allows for the required 25' setback. Additionally, the use and topography of the property in that area allows for over 50' of unobstructed travel to the rear of the building, with a second access point on the eastern side of the building as well.

**Necessity:**

The upper deck location is necessary for two reasons: maintaining the variance design concept of the look-and-feel of a neighborhood home, and to allow for building egress for the northern, second story office space.