**1.) Notice to Adjacent Property Owners**

This letter is being sent to you because Scott Johnson and Jackie Harper is proposing a land use project in El Paso County at the reference location (see item #3). This information is being provided to you prior to a submittal with the County. Please direct any questions on the proposal to the referenced contact(s) in item #2. Prior to any public hearing on this proposal a notification of the time and place of the public hearing will be sent to the adjacent property owners by the El Paso County Planning Department. At that time, you will be given the El Paso County contact information, the file number and an opportunity to respond either for, against or expressing no opinion in writing or in person at the public hearing for this proposal.

**2.) For questions specific to this project, please contact:**

Scott Johnson or Jackie Harper

7795 Severy Ave.

Cascade, CO. 80809

859-360-4813

**3.) Site Address, Location, size and zoning**

7795 Severy Ave

Cascade, CO 80809

Located on the NE corner of Severy Ave and Marriot.

Lot size: 0.36 acres (15,573 sq ft)

Zoning: R – T

**4.) Request and Justification**

We are requesting an administrative relief that will allow a setback of 4’ 8” where 5’ is required. Our overall intention is to convert our detached garage into living quarters for Jackie’s mom. A great deal of effort has been put forth to find suitable accommodations that fall within her limited budget, only to find waiting lists of more than 3 years at all locations. Being able to convert this existing structure into living quarters provides us with an alternative solution.

**5.) Existing and Proposed facilities, structures, roads etc.**

(Next page)

**6.) Waiver Requests ( Not applicable)**

**7.) Vicinity map showing adjacent landowners**

(Next page)