

January 26, 2017

Andrea Mimnaugh
City of Littleton
2255 West Berry Avenue
Littleton, Colorado 80120

**Re: Littleton Mixed Use – 2679 West Main Street
Certification of Appropriateness Application**

Dear Ms. Mimnaugh,

On behalf of 2679 Main Street Partners, we respectfully submit our application for a Certification of Appropriateness (COA) for the Littleton Mixed Use project located at 2679 W. Main Street to the City of Littleton Community Development Department. 2679 West Main Street as described in this application is an infill mixed use project that incorporates ground floor retail, bank, and office uses and additional office space on the second and third floors. This submittal includes all required items as outlined in the checklist; as well as addresses the Criteria for Certificates of Historic Appropriateness for a property that is in the local historic district, but not individually landmarked as historic.

1) The proposed work would not detrimentally alter, destroy or adversely affect any architectural or landscape feature which contributes to its original historic designation.

No buildings exist that could be negatively affected.

2) Is otherwise in conformance with any applicable adopted design guidelines.

Following is an explanation of how the project conforms with the Littleton Downtown Design Standards and Guidelines.

Littleton Downtown Design Standards and Guidelines, Subarea #5, Main Street

5.2 Urban Design/Site Plan

5.2.1 Building and Use Orientation Standards

5.2.1.s1 The ground floors of building frontages shall be primarily occupied by pedestrian active uses.

RESPONSE: Ground floor building frontages are occupied entirely by the following active pedestrian uses; retail space, office/bank space, and office lobby space.

5.2.1.s2 Building frontages shall be located on the street right-of-way or aligned with the face of an existing historic building.

RESPONSE: Building frontage is located on the street right of way.

5.2.1.s3 Facades that face Main Street shall be designed to be the primary façade. Including such components as:

- High quality materials;
- Large windows and entries;
- Highest level of design and details.

RESPONSE: The building façade facing Main Street include large windows and entries, a high level of detailing, and high quality materials such as brick, precast stone panels, metal shingle siding, true-heart cedar canopy.

5.2.1.s4 For corner buildings at the intersection of two or more streets, all street-facing facades shall be designed to be primary facades and to be architecturally interrelated.

RESPONSE: Not applicable as this building is not on a corner. However, all sides of the building are treated with the same high quality materials.

5.2.2 Pedestrian and Vehicular Access Standards

5.2.2.s1 In general, ground floor commercial uses with exterior exposure shall each have an individual public entry directly located on the public sidewalk along the street. A public entry not directly on the street or public open space shall not eliminate an entry that otherwise would be on the street.

RESPONSE: All ground floor commercial uses have individual public entries located on the public sidewalk.

5.2.2.s2 Sidewalks shall be uninterrupted by curb cuts and driveways as much as possible in order to improve and support Main Street as a walkable street.

RESPONSE: The Main Street sidewalk is uninterrupted as much as possible. Only one driveway is proposed as access from Main Street is the only option for vehicular access to the property.

5.2.2.s3 The number and width of driveways and curb cuts shall be minimized to reduce the overall impact of vehicular access across a sidewalk.

RESPONSE: Only one driveway is proposed and is provided at the minimum width (24') allowed by the fire department for emergency access.

5.2.2.s4 Driveways and ramps to underground parking shall be perpendicular or generally perpendicular to the street.

RESPONSE: The driveway provided is perpendicular to the street.

5.2.2.s5 Driveways located across sidewalks shall maintain at least a six feet wide portion of the sidewalk at a maximum slope of 3 percent.

RESPONSE: The driveway allows for an 8' wide pathway along the sidewalk that has a 2% cross slope.

5.2.2.s6 Recessed entries shall be allowed if they are relatively shallow in depth (A), but shall not be allowed if deep enough to form an arcade (C) or large entry vestibule (B). (See illustration 5.2.2.s6.)

RESPONSE: The proposed recessed entries are relatively shallow; 2'-8" at the retail storefronts and 7' at the office lobby entry. Neither of these recessed entries are deep enough to allow for an arcade.

5.2.3 Parking Lot and Garage Location Standards

5.2.3.s1 Surface parking shall not be located between the front, street-facing, facade of the building and the street.

RESPONSE: Parking is not located between the building and the street.

5.2.3.s2 Where minor additions are proposed for buildings (less than, cumulatively, 25% of the existing building's gross floor area) and which have an existing parking lot between the facade and the street, such parking lots may remain but shall not be expanded. If the proposed addition is, cumulatively, over 25% of the existing building gross floor area, the new addition must occur on or very close to the street right-of-way.

RESPONSE: Not applicable.

5.2.3.s3 Parking lots serving Main Street buildings shall be located at the rear of buildings. Side parking lots shall be avoided along Main Street in order to maintain the continuity of the building frontages along the street.

RESPONSE: The parking lot is located behind the ground level of the building.

5.2.3.s4 Rear parking lots shall be connected to Main Street by pedestrian passages between the building and/or by side street sidewalks. Pedestrian passages may be enclosed if they are highly transparent and obvious to the street.

RESPONSE: The rear parking area is connected to Main Street by a pedestrian passage along the west side of the building and through the office lobby space which is flanked on both side by highly transparent doorways.

5.2.3.s5 Any parking structure that adjoins Main Street or its intersecting streets shall provide ground floor pedestrian-active space wherever it adjoins Main Street and for the majority of its frontage along an intersecting street.

RESPONSE: Not applicable.

5.2.3.s6 Where no pedestrian active uses may occur at the ground level, (for example, a portion of the ground level along an intersecting street), the majority of the parking structure's ground floor façade shall conceal the structure's interior, other than at the vehicular access points.

RESPONSE: Not applicable.

5.2.4 Service Areas, Trash Enclosures, Utility And Mechanical Equipment Location Standards

5.2.4.s1 Utility appurtenances shall be located behind the sidewalk and out of the sidewalk amenity zone (the zone between the curb and the clear walking area of the sidewalk where street trees, street and pedestrian lights and street furniture are located) wherever possible. Where they must be in the amenity zone, such equipment shall be centered on the tree line and aligned with but no closer than 42 inches from the face of curb. This includes switch boxes, telephone pedestals, transformers, meters, irrigation and similar equipment.

RESPONSE: Utility appurtenances are not located in the sidewalk amenity zone.

5.2.4.s2 Service areas and refuse storage areas shall not front onto Main Street. Such areas should be located in the alley.

RESPONSE: The refuse storage area is located entirely behind the ground level of the building at the back of the property and is surrounded by a brick enclosure integral to the building massing.

5.2.5 On-Site Open Space Provision and Location Standards

5.2.5.s1 Along Main Street front setbacks shall not be allowed unless determined necessary to align with adjacent historic buildings.

RESPONSE: There is a zero foot setback proposed for the building along Main Street.

5.3 Architecture

5.3.1 Building Scale, Form, Massing And Character Standards

5.3.1.s1 Buildings shall be designed to provide human scale, interest and variety while maintaining an overall sense of relationship with adjoining or nearby buildings.

Examples of techniques that meet this objective are:

- Variation in the building form such as recessed or projecting bays;

RESPONSE: Recessed bays are provided.

- Expression of architectural or structural modules and detail;

RESPONSE: The buildings structural modules are expressed with brick columns along the front facade.

- Diversity of window size, shape or patterns that relate to interior functions;

RESPONSE: A diversity of window sizes are provided between the first and second floors that relate to the functions within.

- Emphasis of building entries through projecting or recessed forms, detail, color or materials;

RESPONSE: The building entries are emphasized with recessed sections of storefront windows and doors.

- Variations of material, material modules, expressed joints and details, surface relief, color and texture to scale;

RESPONSE: Varied building materials are provided (brick and cast stone) that incorporate surface relief, texture, color and scale in order to provide attractive detailing reminiscent of historic buildings in the area.

- Tighter, more frequent rhythm of column/bay spacing, subdividing the building facade into smaller, more human scaled elements.

RESPONSE: A tight and uniform spacing of columns and bays is provided that subdivides the building facade into human scaled elements, reminiscent of historic buildings in the area.

5.3.1.s2 Proposed buildings adjoining Main Street that are higher than two stories shall step back their upper story or stories so that only 25 percent or less of the upper floor(s) is visible to pedestrian view from the center of the sidewalk directly across the street from the project. This setback may be waived for special corner forms, architectural emphasis at street intersections, or improvement in material qualities.

RESPONSE: The third story of the building is stepped back from Main Street so that only 25 percent of the facade is visible from across the street, including the proposed cedar canopy.

5.3.1.s3 New buildings and additions shall possess an architectural character that respects the traditional design principles of historic buildings along Main Street. Such principles are:

- The building facade should generally have three vertical divisions: 'bases', 'middles' and 'tops'. In buildings of two stories or less in height, the 'top' may be comprised of an architectural 'cap' or cornice rather than the articulation of an entire floor of habitable space. No 'middle' occurs in one-story buildings.

RESPONSE: As shown in the diagrams provided in the guidelines, the combined first and second floor elevation provides the three vertical divisions, the base being the ground storefront level, the middle being the second floor office level with a varied window pattern and the third being the pronounced parapet that serves as the guardrail to the third level. This configuration is consistent with historic buildings in the district. The third level is pushed far enough behind the front elevation along Main Street, as required in the guidelines, that it cannot be viewed in conjunction with the main facade and thus is not used to constitute one of the three vertical divisions.

- Each 'base' should be composed of the first floor or possibly the first two floors of the building.

RESPONSE: The base is composed of the first floor of the building.

- Each 'base' in its entirety should be designed to give the appearance of greater height than any single floor of the middle.

RESPONSE: The base/first floor is the tallest element of the three vertical divisions which extends to the base of the second floor windows through the use of column accents and brick detailing.

- The architectural treatment of the 'top' should be designed to create a sense of distinctly completing or terminating the building facade. This architectural completion may be accomplished by such strategies as: providing a projecting cornice or cap, change in the window rhythm, change in apparent floor height, setback, use of other materials, or a combination of these elements.

RESPONSE: The top architectural treatment consists of a projecting cornice element and a change in height at the column tops.

5.3.1.s4 Primary building facades shall include some elements that provide a change in plane that creates interest through the interplay of light and shadow. Examples of such elements are:

- Recessed windows, at least 3 inches;
- Recessed entries and doors;
- Projecting sills;
- Projecting pilasters, columns, bays;
- Projecting cornices, roofs

RESPONSE: Changes in planes provided which create an interplay of light and shadow include; projecting column pilasters, recessed storefront window bays and a projecting cornice.

5.3.2 Building Materials Standards

5.3.2.s1 The great majority if not all of the facade facing Main Street and, for corner buildings, the façade along an intersecting street (not including windows, doors and their framing systems), shall be composed of modular brick.

RESPONSE: The majority of the street facing façade is composed of brick.

5.3.2.s2 Highly transparent glass shall be provided in all windows and storefronts.

RESPONSE: Highly transparent glass is proposed in all windows and storefronts.

5.3.2.s3 EIFS (Exterior Insulating Finish System) shall not be used as a façade material on any building within the historic district and/or any building located along Main Street.

However, a one or two coat 'hard coat' stucco system with a synthetic finish (typically 100 percent acrylic based coating) is acceptable.

RESPONSE: EIFS or stucco are not proposed.

5.3.4 Building Lighting Standards

5.3.4.s1 Primary building entries shall be externally lit so as to promote a more secure environment at the door, emphasize the primary point of entry into the building and provide sufficient lighting for efficient access into the building.

RESPONSE: Building entries are lit using recessed ceiling fixtures in the entry bays of the building in order to comply with the city requirement that does not allow any light distribution across the property line.

5.3.4.s2 Entry lighting shall complement the building's architecture. Standard security lighting shall be allowed.

RESPONSE: Entry lighting proposed is complimentary to the buildings architecture as it is recessed and does not draw any attention to itself.

5.3.5 Roof-Top Design and Mechanical Equipment Screening Standards

5.3.5.s1 All roof mounted mechanical and electrical equipment, communication antennae or dishes shall be enclosed, screened, or set back from view from a public street.

RESPONSE: All roof top equipment shall be setback so that it is not visible from Main Street.

5.3.5.s2 Unscreened rooftop equipment shall be setback from a front façade so that it is not visible to pedestrian view from the center of the sidewalk directly across the street from the screened equipment.

RESPONSE: All roof top equipment shall be setback so that it is not visible from directly across Main Street.

5.3.5.s3 Mechanical equipment screening material shall be opaque, and be compatible in color, and texture with the building.

RESPONSE: Mechanical screening will not be required as all equipment is set back so as not to be visible from directly across Main Street.

5.3.5.s4 Mechanical equipment screening shall be at least 6 inches higher than all portions of the equipment to be screened except an occasional flue or vent.

RESPONSE: Mechanical screening will not be required as all equipment is set back so as not to be visible from directly across Main Street.

5.4 Landscape Architecture

5.4.1 Open Space on Private Property Standards

5.4.1.s1 Public and private open space shall be attractively landscaped with a variety of plant materials and hard surfaces.

RESPONSE: Open space is attractively landscaped.

5.4.1.s2 All areas of the site not covered by buildings, structures, parking areas, service areas, walks and bikeways, plazas and other impervious surfaced functional areas, shall receive landscaping.

RESPONSE: All pervious areas of the site not covered by the building are attractively landscaped.

5.4.1.s3 Where a front setback area occurs between a building frontage and a street right-of-way, it shall be designed to extend the pedestrian amenities of the street, such as increased walkway widths, areas for outdoor café/restaurant seating, increased sidewalk widths to allow window shopping out of the stream of pedestrian traffic and space for the temporary display of a retailer's goods.

RESPONSE: There is not a setback from the right of way to the building frontage, however the pedestrian passage way and driveway located on the west side of the building are accented with trees in grates, special pavers and attractive pedestrian bollards.

5.4.1.s4 Where a side setback area occurs, it shall be designed as a passageway, or contribute to a paved driveway or alley.

RESPONSE: The pedestrian passage way and driveway located on the west side of the building are accented with special pavers.

5.4.2 Parking Areas Standards

5.4.2.s1 Coverage: At least 5 percent of the interior area of a parking lot, including the area for parking lot screening (see 5.4.2.s4) shall be landscaped if the lot contains fifteen (15) or more spaces. This requirement shall be counted toward the unobstructed open space requirements of each zone district. At least 75 percent of the required landscaped area shall include living plant material. (This 75 percent living plant material coverage requirement shall be met within three years of planting.)

RESPONSE: Nine percent of the open parking area is provided as landscape area with greater than 75% coverage.

5.4.2.s2 Larger parking lots containing 50 or more parking spaces shall be shaped and/or landscaped to reduce their scale and overall impact by at least one of the following approaches; 1) increasing the interior parking lot landscaping requirement to a minimum of 10 percent of the parking lot area, excluding areas used for parking lot screening; 2) in addition to the requirement for at least 5 percent of the parking lot interior to be landscaped, dividing the parking lot into visual segments by either breaking the lot up into visually separate lots with at least a 20 foot wide landscaped zone between them (these lots can be interconnected) so long as they appear separate when viewed from the street, or by creating divisions internal to the parking lot that visually divide it

into segments through the provision of at least a 10 foot wide landscape zone running the length of, at most, every third double-sided parking row. All landscaped areas that divide parking lots shall include shade trees at a maximum spacing of 30 feet on center. Additional shade trees shall also be provided in any increased landscaping percentage requirement.

RESPONSE: Not applicable as the open parking area, eligible to receive landscaping, has less than 50 parking spaces

5.4.2.s3 Islands: Landscaped parking lot islands shall be delineated by a clear physical barrier, such as concrete or cut stone curbs to protect the plant material from vehicular damage. Landscape timbers are not acceptable in this subarea. All islands shall be irrigated in conformance with the Landscape Manual.

RESPONSE: Landscape areas are surrounded by raised concrete curbs.

The islands shall be a minimum of eight feet in width and 120 square feet in area to allow adequate space for tree roots. The use of turf is discouraged on islands unless they are at least 20 feet in width. In general a parking island should contain a shade tree (or several if appropriately spaced), low evergreen shrubs or ground cover and a mulch installed over a weed barrier fabric. Ornamental shrubs, boulders and flower areas may be added as accents where appropriate. Islands should be spaced so as to maximize the amount of shade afforded by trees while minimizing large expanses of uninterrupted pavement.

RESPONSE: Not applicable as the parking lot does not contain islands.

Pocket islands with a minimum 2½ inch diameter shade tree may be substituted for traditional parking islands. Pocket islands shall be at least 6 feet in diameter, or at least 6 feet measured along any edge located at the intersection of the corners of the parking spaces and must have a raised vertical concrete curb at least 6 inches high. Pocket islands may count double their area for any landscaping percentage requirement.

RESPONSE: Not applicable as the parking lot does not contain islands.

5.4.2.s4 Parking Lot Screening: Where a parking lot adjoins a street, the screening of cars is required using such methods as:

- A landscape zone at least 8 feet wide and extending the distance that the lot adjoins the street, not including driveways and exclusive of car bumper overhangs, planted with at least two rows of shrubs (at least one row planted to create a consistent hedge) with a spacing of no greater than 3 feet on center. A row of trees at a maximum spacing of 30 feet on center may be substituted for one row of shrubs. Other groundcover lower than 3 feet high is needed when trees are substituted for shrubs. Shrub height shall be at least 2 ft. installed but maintained no higher than 3 ft. 6in. at maturity.
- A landscape zone from 4 feet to 8 feet wide and extending the distance that the lot adjoins the street (exclusive of driveways) with one row of shrubs planted with a spacing of no greater than 3 feet on center and a height of at least 2 ft. installed but maintained no higher than 3 ft. 6in. feet at maturity, and a railing or solid masonry wall at least 3 feet 6 inches high.

RESPONSE: Not applicable as the parking lot does not adjoin a street.

5.4.3 Site Distance Triangles Standards

5.4.3.s1 To maintain appropriate sight lines for vehicles entering and exiting a site, as well as those approaching internal intersections.

RESPONSE: Site distance triangles have been provided as required by city traffic staff.

5.4.5 Screening, Walls and Fencing Standards

5.4.5.s1 Outside trash receptacles, loading docks, open storage areas and utility boxes shall be screened from public sidewalks, streets and other public areas from which the property is visible. Screening for such areas shall be opaque and be provided for by means of walls or solid fences. Landscape screening is not acceptable.

RESPONSE: The refuse storage area is located entirely behind the ground level of the building at the back of the property and is surrounded by a brick enclosure integral to the building massing.

5.4.5.s2 All utility boxes, which include electric transformers, switch gearboxes, cable television boxes, telephone pedestals and boxes, shall be screened on the sides visible from the public rights of way that are not used for service access.

RESPONSE: The utility boxes are located behind the ground level building floor and the transformer is located on our property behind the adjacent building to the west, both locations are not visible from the public right of way.

5.4.5.s3 Screening enclosures for refuse containers and service areas shall be incorporated into building architecture and utilize the same materials as the principle building to be greatest degree practicable. Trash receptacles and dumpsters shall be entirely screened from view and enclosed by a solid, gated wall or fence. Screen walls and fences shall be one foot higher than the object being screened. An opaque metal gate shall be included where required for complete screening. The trash enclosure shall be sited so the service vehicle can conveniently access the enclosure and maneuver without backing onto a public right of way

RESPONSE: The refuse storage area is located entirely behind the ground level of the building at the back of the property and is surrounded by a brick enclosure integral to the building massing.

5.4.5.s4 Typical vertical board or palisade fences are not allowed if viewable from the street.

RESPONSE: No board fences are proposed.

5.4.5.s5 All trash containers must be covered.

RESPONSE: Trash dumpsters with lids shall be provided.

5.4.7 Site Lighting/Parking Lot Lighting Standards

5.4.7.s1 All lighting shall comply with Chapter 15, Lighting Requirements, Title 10 of the City of Littleton Municipal Code.

RESPONSE: Lighting complies with the code.

5.4.7.s2 Private and/or open spaces accessible to the public shall be lit to accommodate expected activities and events.

RESPONSE: Pole and building mounted fixtures are provided to light the open space areas in the rear of the property.

5.4.7.s3 Where the light source is directly visible, the luminaires shall be designed to incorporate elements to reduce glare, such as translucent, obscure or refracting lenses, low wattage light sources or shielding devices.

RESPONSE: Visible light sources are provided in shielded devices.

5.4.7.s4 Parking lot light type shall be fully shielded luminaires mounted on poles no higher than 20 feet and be consistent in color.

RESPONSE: Parking lot light fixtures are provided in shielded devices no higher than 20 feet with consistent colored ballasts.

5.4.7.s5 Lighting shall not provide objectionable glare onto adjoining properties.

RESPONSE: Lighting does not impact adjoining properties.

5.4.7.s6 Pedestrian lights shall be provided in paths between buildings from parking areas to building entries or public streets.

RESPONSE: Lighting is provided to illuminate the pedestrian areas.

5.4.8 Paving Materials Standards

5.4.8.s1 Paving materials and patterns used on private development parcels shall be coordinated with the design of public pedestrian facilities where they intersect.

RESPONSE: Paving materials and patterns are designed to complement and coordinate with the public side walks.

5.4.8.s2 Engineered base and setting conditions determined by soil conditions shall be used for paving.

RESPONSE: This criteria shall be followed.

5.4.9 Landscape Materials, Xeriscaping, Irrigation and Maintenance Standards

5.4.9.s1 Underground automatic irrigation systems shall be required for all landscaped projects. All projects with irrigation shall be subject to the provisions in Section 6 of the Landscape Manual.

RESPONSE: An underground irrigation system shall be provided.

5.4.9.s2 Irrigation systems are to be monitored and adjusted periodically to insure that the water demands of all plant materials are being met and that water is not being wasted.

RESPONSE: The irrigation system shall be properly maintained.

5.4.9.s3 The type, size, quality and quantity of the living and non-living landscaping materials shall comply with the requirements in Section 8 and the plant lists included in the Landscape Manual.

RESPONSE: Landscaping shall comply with the code.

5.4.9.s4 Only those plant species that are healthy and compatible with the local climate and the site soil characteristics, drainage and water supply shall be planted.

RESPONSE: Landscaping shall comply with this requirement.

5.4.9.s5 All project maintenance shall comply with the requirements of Section 10 in the Landscape Manual.

RESPONSE: Landscaping shall comply with the code.

5.5 Signs

5.5.1 General Criteria

RESPONSE: Planning staff has proposed that they will ensure all sign criteria are met during the review of the SDP application.

- 3) The board must find the proposed work visually compatible with designated historic structures located on the property in terms of:**
- a. Design, b. Finish, c. Material, d. Scale, e. Mass and f. Height.**

Not applicable as there are no historic structures located on the property.

- 4) When the subject site is within a historic district, the board must also find that the proposed work is visually compatible with the development of adjacent properties.**

We have worked closely with the City to develop a final plan with elevations that complements the downtown district. The two story building mass along Main Street is in keeping with other historic buildings in the district and the stepped back third floor massing is consistent with other buildings in the district as well. The project will anchor the west end of Littleton's Main Street business district; and further enhance the lively and pedestrian-friendly streets in Downtown Littleton. The zero front setback of the proposed building continues the urban form of the downtown district and carries the vibrant streetscape to its western edge. Building materials will reflect a commitment to quality and durability. The attached plans show a substantial use of brick, windows and metal trim and landscape amenities which include street trees, landscape planters, benches, bike racks, lighting and trash receptacles placed on vivid pavers and detailed concrete work enhance the pedestrian-friendly streetscape.

- 5) In the case of partial demolitions, the board must also find that the:**
- a. Partial demolition is required for the renovation, restoration or rehabilitation of the structure and;**
 - b. Impacts on the historic importance and architectural integrity of the structure(s) located on the property have been mitigated to the greatest extent possible.**

Not Applicable.

If you require additional information or have any questions about our submittal items, please do not hesitate to call or e-mail me (303) 734-1777 or jrowland@laidesigngroup.com. We look forward to working with the City in completing this process in order to contribute a high quality project to the City of Littleton.

Sincerely,



Joshua L. Rowland
Principal, LAI Design Group