



The Pro's Closet (TPC)
1900 Taylor Ave
Louisville, CO 80027

14 January 2022

Kim Bauer
Historic Preservation Planner
City of Louisville, CO
749 Main St
Louisville, CO 80027

Dear Kim Bauer,

Please accept this letter as TPC's request to initiate the Administrative SRU process.

TPC would like to utilize a small portion, 6,498 sq. ft., of our warehousing space to facilitate in-person retail transactions with our customers. TPC is an online bike and bike product retailer; however, to better serve our customers, we'd like to open a local space where customers in the area can come and drop off the bike we purchased from them, pick up their TPC orders, or shop some of our products.

The space we have designated is at the far Northeast side of the building. There is an existing entrance and a significant amount of unused parking we can dedicate for customers. The space doesn't require any new construction and the design is as simple as a few temporary 6' tall panels to establish the area, a front desk, and a workbench.

The local retail space would be open Tuesday-Saturday and accessed only by appointment. We plan to have one staff member working at a time. Appointments must be scheduled and are set in 15-minute increments. There are 20 available appointment slots in a day. The first available appointment is 9:00 am, and the last available appointment is 3:30 pm. Appointments don't overlap, and customers must confirm if they are dropping off a bike we purchased or picking up an order they placed.

To further clarify our request, please see our answers to the specific Administrative SRU questions/criteria below in blue:

- The property upon which the proposed use is located is not contiguous to any residentially zoned property. Public right-of-way and private streets or alleys will not be considered when determining contiguity; - [The property, 1900 Taylor Ave Louisville CO 80027, is not contiguous to any residential zone property; the property is within the Colorado Tech Center and, therefore, surrounded by only industrially zoned properties.](#)



- New building construction associated with the proposed special review use, whether for a new building or an addition to or expansion of an existing building, does not exceed 200 square feet; - The property does not require any new construction, expansion, or further development of the existing space. The designated space will be 6,498 sq. ft. of the existing 136,929 sq. ft. of TPC's leasing space. As all visits to the designated area will be by appointment only, we will be able to control the flow of people in and out as well as the number of people present at one time.
- The proposed use is consistent in all respects with the spirit and intent of the comprehensive plan and of this chapter, and is not contrary to the general welfare and economic prosperity of the city or the immediate neighborhood; - The proposed is consistent with the intent of the area. Colorado Technology Center (CTC) is a business park located in the City of Louisville and Boulder County. Having a space to interact with our customers in person maintains the spirit of “blending all facets of a business under one roof,” as described on The City of Louisville, Business District webpage.
- That such use/development will lend economic stability, compatible with the character of the surrounding established areas; - This use will support the economic stability of TPC and is compatible with the character of the surrounding established areas.
- That the use/development is adequate for the internal efficiency of the proposal, considering the functions of the residents, recreation, public access, safety and such factors including circulation, storm drainage facilities, solid waste, sewage and water facilities, grades, dust control and such other factors directly related to public health and convenience; - The use is adequate for the internal efficiency of the proposal. This request will not alter or change functions such as storm drainage, waste, sewage, water facilities, etc.
- That the external effects of the proposal are controlled, considering compatibility of land use; safe and efficient movement of vehicles, bicycles, and pedestrians; services, including arrangement of signs and lighting devices as to prevent the occurrence of nuisances; landscaping and other similar features to prevent the littering and accumulation of trash, together with other factors deemed to effect public health, welfare, safety and convenience; - The external effects of the proposal are controlled. Signs and directionals facilitating customers to the correct location at the building will be utilized and monitored. The customer entrance and space is well lit to ensure the safety of our customers and employees. Trash receptacles are provided in the area and managed daily by TPC. The building parking lot offers ample space for the safe and efficient movement of vehicles, bicycles, and pedestrians.
- That the proposed use does not include limited wholesale sales as defined in section 17.08.262 – The proposed use does not include limited wholesale sales as defined in section 17.08.262.

I want to thank you for your time and consideration on this matter. Please reach out if any questions or concerns arise, and I am happy to discuss any of the items outlined here in greater detail. We look forward to hearing from you.

Best Regards,

Emily Bolejack
PMO Manager
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