



**CITY OF BOULDER  
PLANNING BOARD MEETING AGENDA**

**DATE:**

June 23, 2026

**TIME:** 6:00 PM

**PLACE:** Virtual Meeting

---

**1. CALL TO ORDER**

**2. PUBLIC PARTICIPATION**

**3. APPROVAL OF MINUTES**

**A.** The February 17, 2026 Planning Board draft minutes are scheduled for approval.

**B.** The April 28, 2026 Planning Board draft minutes are scheduled for approval.

**4. CALL UP ITEMS**

**A. Call Up Item:** Use Review to convert an existing ground floor office space at 2521 Broadway Unit A into a three-bedroom residential unit in the BC-2 zone. This approval is subject to a call-up on or before June 26, 2025.

**5. PUBLIC HEARING ITEMS**

**6. MATTERS FROM THE PLANNING BOARD, PLANNING DIRECTOR, AND CITY ATTORNEY**

**A.** Civic Area East Bookend Public Private Partnership RFP

**7. DEBRIEF MEETING/CALENDAR CHECK**

**8. ADJOURNMENT**

**CITY OF BOULDER PLANNING BOARD  
VIRTUAL AND HYBRID MEETING GUIDELINES**

**These guidelines apply to electronic meetings and hybrid meetings. Hybrid meetings permit simultaneous in-person and electronic participation.**

**CALL TO ORDER**

The Board must have a quorum (four members present) before the meeting can be called to order.

**AGENDA**

The Board may rearrange the order of the agenda or delete items for good cause. The Board may not add items requiring public notice.

**PUBLIC PARTICIPATION**

The public is welcome to address the Board (3 minutes\* maximum per speaker) during the Public Participation portion of the meeting regarding any item not scheduled for a public hearing. The only items scheduled for a public hearing are those listed under the category PUBLIC HEARING ITEMS on the Agenda. **Any exhibits introduced into the record must be provided to the Board Secretary for distribution to the Board and admission into the record via email 24 hours prior to the scheduled meeting time.**

**DISCUSSION AND STUDY SESSION ITEMS**

Discussion and study session items do not require motions of approval or recommendation.

**PUBLIC HEARING ITEMS**

A Public Hearing item requires a motion and a vote. The general format for hearing of an action item is as follows:

**1. Presentations**

- Staff presentation (10 minutes maximum\*).
- Applicant presentation (15-minute maximum\*). Any exhibits introduced into the record at this time must be provided to the Board Secretary by email, no later than 24 hours prior to the scheduled meeting time, for distribution to the Board and admission into the record.
- Planning Board questioning of staff or applicant for information only.

**2. Public Hearing**

Each speaker will be allowed an oral presentation of up to three minutes\*. Three or more people may pool their allotted time so one speaker can speak for five minutes\*. To pool time, all the people pooling time must be present in-person in the physical meeting room or present electronically when the spokesperson is called to speak. Speakers with pooled time must identify the people they are pooling time with by first and last name when called upon to speak, so they can be called upon to confirm their presence and willingness to pool their speaking time.

- Speakers should introduce themselves, giving name and address. If officially representing a person, entity, group, homeowners' association, etc., please state that for the record as well.
- The board requests that, prior to offering testimony, the speaker disclose any financial or business relationship with the applicant, the project, or neighbors. This includes any paid compensation. It would also be helpful if the speaker disclosed any membership or affiliation that would affect their testimony.
- Speakers are requested not to repeat items addressed by previous speakers other than to express points of agreement or disagreement. Refrain from reading long documents and summarize comments wherever possible. Documents and other physical evidence must be submitted via email 24 hours prior to the scheduled meeting to become a part of the official record.
- Speakers should address the applicable Land Use Code criteria and, if possible, reference the criteria that the Board uses to decide a case.
- Any exhibits intended to be introduced into the record at the hearing must be emailed to the Secretary for distribution to the Board and admission into the record **24 hours prior to the meeting.**
- Citizens can email correspondence to the Planning Board and staff at [boulderplanningboard@bouldercolorado.gov](mailto:boulderplanningboard@bouldercolorado.gov), up to **24 hours prior to the Planning Board meeting**, to be included as a part of the record.
- Applicants under Title 9, B.R.C. 1981, will be provided the opportunity to speak for up to 3 minutes\* prior to the close of the public hearing. The board chair may allow additional time.

**3. Board Action**

- Board motion. Motions may take any number of forms. With regard to a specific development proposal, the motion generally is to either approve the project (with or without conditions), to deny it, or to continue the matter to a date certain (generally in order to obtain additional information).
- Board discussion. This is undertaken entirely by members of the Board. The applicant, members of the public or city staff participate only if called upon by the Chair.
- Board action (the vote). An affirmative vote of at least four members of the Board is required to pass a motion approving any action. If the vote taken results in either a tie, a vote of three to two, or a vote of three to one in favor of approval, the applicant shall be automatically allowed a rehearing upon requesting the same in writing within seven days.

**MATTERS FROM THE PLANNING BOARD, DIRECTOR, AND CITY ATTORNEY**

Any Planning Board member, the Planning Director, or the City Attorney may introduce before the Board matters which are not included in the formal agenda.

**ADJOURNMENT**

The Board's goal is that regular meetings adjourn by 10:30 p.m. and that study sessions adjourn by 10:00 p.m. New agenda items will generally not

be commenced after 10:00 p.m.

**VIRTUAL MEETINGS**

For Virtual Meeting Guidelines, refer to <https://bouldercolorado.gov/government/board-commission/planning-board> page for the approved Planning Board Participation Rule for Electronic and Hybrid Hearings.

\*The Chair may lengthen or shorten the time allotted as appropriate. If the allotted time is exceeded, the Chair may request that the speaker conclude his or her comments

## Accessibility Notice:

The City of Boulder has provided this information as a public service and offers no guarantees or warranties, expressed or implied, as to the accuracy and/or completeness of the information contained herein. The City of Boulder makes no warranties about the information provided by a third party, to the fullest extent permitted by applicable law.

Since the document is provided by a third party, and contains complex information, this document may not be accessible for all users of assistive technology. For alternate formats or accommodations, please visit [Accessibility | City of Boulder](#) or contact [accessibility@bouldercolorado.gov](mailto:accessibility@bouldercolorado.gov).

**CITY OF BOULDER**  
**PLANNING BOARD ACTION MINUTES**  
**February 17, 2026**  
**Hybrid Meeting**

A permanent set of these minutes and an audio recording (maintained for a period of seven years) are retained in Central Records (telephone: 303-441-3043). Minutes and streaming audio are also available on the web at: <http://www.bouldercolorado.gov/>

**PLANNING BOARD MEMBERS PRESENT:**

Mark McIntyre, Chair  
Laura Kaplan, Vice Chair  
Kurt Nordback  
Mason Roberts  
ml Robles (virtual)  
Claudia Hanson Thiem

**PLANNING BOARD MEMBERS ABSENT:**

Jorge Boone

**STAFF PRESENT:**

Alex Pichacz, Senior Planner  
Deshawna Zazueta, Assistant City Attorney II  
Charles Ferro, Development Review Senior Manager  
Amanda Cusworth, Internal Operations Manager  
Kristofer Johnson, Comprehensive Planning Senior Manager  
Chandler VanSchaack, Principal Planner  
Kalani Pahoia, Principal Urban Design Planner

**1. CALL TO ORDER**

Chair, **M. McIntyre**, declared a quorum at 6:00 p.m. and the following business was conducted.

**2. PUBLIC PARTICIPATION**

Nobody spoke.

**3. APPROVAL OF THE MINUTES**

A. The February 25, 2025 Draft Planning Board Meeting Minutes are scheduled for approval.

**L. Kaplan** made a motion seconded by **C. Hanson Thiem** to approve the February 25, 2025 meeting minutes. Planning Board voted 6-0. Motion passed.

**4. DISCUSSION OF DISPOSITIONS, PLANNING BOARD CALL-UPS / CONTINUATIONS**

There were no call up items.

## 5. PUBLIC HEARING ITEMS

**A. AGENDA TITLE:** Public Hearing and consideration of a site review amendment to the Boulder Jewish Commons Lot 2b located at 6018 Oreg Ave. for the development of a new synagogue.

**Staff Presentation:** (00:10:00) Charles Ferro introduced the item and Alex Pichacz presented the item to the board.

**Board Questions:** (00:17:55) Alex Pichacz answered questions from the board.

**Applicant Presentation:** (00:29:00) Rabbi Mark Soloway and Shannon Jones presented the item to the board.

**Board Questions:** (00:42:30) Shannon Jones and Jeff Gonlevy answered questions from the board.

**Public Participation:** (01:10:00)

**In Person:**

- 1) Kevin Farrington (pooling time with Eric Schaffron and Cass Gottlieb)
- 2) Jonathan Lev
- 3) Mary Kate Rejouis
- 4) Sam Flaxman
- 5) Rick Goldstein
- 6) Dipak Patel
- 7) Rabbi Fred Greene
- 8) Nathan Shapiro
- 9) Joan Nagel
- 10) Butch Weaver
- 11) Leslie Kimerling
- 12) Daniel Aizenman
- 13) Jeff Gan Levy
- 14) Stacey Schulte
- 15) Eric Scott
- 16) Noah Simcovk
- 17) Alexandra Ferguson
- 18) Wayne Seltzer

**Virtual:**

- 1) Michelle Goldman
- 2) Liz Hanson
- 3) Erica Baruch (pooled time with Sheldon Hersch Gottlieb and Michael Ginzberg)
- 4) Marilyn Pinsker
- 5) Judith Renfroe
- 6) Bev Nelson

**Board Discussion:** (02:25:00)

The chair called a break at 8:15 for ten minutes and called the meeting back to order to 8:25

(02:27:42)

**L. Kaplan** reiterated that the Planning Board strives to treat all applicants consistently and fairly per the code and the Boulder Valley Comprehensive Plan, and that their obligation is to ensure the project meets the code regardless of personal preferences. She stated they are solely there to identify deficiencies in meeting the code and, if found, to deny the project or offer conditions to remedy them; if no deficiencies are found, they cannot modify the project. She agreed with the staff analysis that the project meets the Boulder Revised Code and site review criteria and found no deficiencies. She noted the height is below what is allowed by right, the open space exceeds requirements, and the project includes varied building forms and heights. She appreciated the design, describing it as celebratory but not opulent, and felt the applicant met that goal. She also appreciated the applicant's efforts to meet with neighbors to the south and to go beyond requirements in responding to concerns, though not required. She stated she had no issues with the setback modifications, second entrance, roundabout, phasing plan, or proposed uses. She acknowledged neighbors' concerns but noted that zero impact is neither required nor possible.

(02:29:30)

**MI Robles** stated that she believes the application is consistent with the site review criteria. She noted her primary concerns were related to issues raised by neighbors and that staff and the applicant have addressed them more than adequately. She added that it is sobering that members of the community need such safety and security measures in their facilities, and she appreciated the security presentation outlining those needs. She concluded that she was ready to make a motion.

(02:30:30)

**M. Roberts** stated that, based on building scale, site design, open space preservation, multimodal access, and compatibility with surrounding uses, the proposed project is consistent with the site review criteria. He said the project is generally consistent with the Boulder Valley Comprehensive Plan under policies including context compatibility, neighborhood integration, quality design, and appropriate scale transitions, and that the site layout and functional design meet the site design criteria. He appreciated the site's compatibility with the surrounding area. He noted the low-profile form consistent with the rural residential character, open space exceeding minimum requirements, outdoor gathering areas, landscape buffers, and tree preservation that contribute to visual compatibility and mitigate impacts to adjacent properties. He stated the project supports safe and convenient non-automobile travel through new pedestrian connections, crosswalk improvements, and bicycle parking. He believes that access and circulation safely accommodate users while minimizing conflicts and preserving landscaping. He noted the TDM is relatively robust and helps reduce vehicle miles traveled. He stated that the project represents a logical continuation of an established presence, meeting the growing needs of their community, and shows attention to site review requirements, making it easy to support.

(02:32:03)

**K. Nordback** stated agreed the project meets the site review criteria. He noted his main concern was the

design of the roundabout and its consistency with site review criterion 9-2-14(h)(25), regarding vehicular circulation and efficient use of parking areas. He said the applicant made a convincing case that the roundabout is necessary for security, which outweighs those considerations. He agreed the project meets the criteria and stated he looks forward to voting in favor.

(02:32:55)

**C Hanson Thiem** stated the project is consistent with the BVCP land use map and policies, especially those in Chapter 8 related to equity, safety, and community health. She noted the importance of supporting projects that build social infrastructure. She stated that the applicant has done an exemplary job meeting the spirit of the code despite needing accommodation related to access and public interface on a constrained site. She noted some concern about the safety of the pedestrian crossing but was unsure it could be addressed through the criteria. She noted that the site review process can be adversarial, but she was grateful that was not the case here. She thanked them and stated she would fully support the site review amendment and looks forward to seeing the community grow in its new home.

(02:35:05)

**M. McIntyre** stated that going last has a benefit, as he agreed with everything his colleagues said. ]He said it is a pleasure to find that the project meets the site review criteria and multiple BVCP policy goals.

(02:36:30)

**MOTION: ml Robles** made a motion seconded by **K. Nordback** to approve Site Review application LUR#2025-00031, adopting the staff memorandum as findings of fact, including the attached analysis or review criteria, and subject to the recommended conditions of approval. Planning Board voted 6-0.

**Motion passed.**

## 6. MATTERS FROM THE PLANNING BOARD, PLANNING DIRECTOR, AND CITY ATTORNEY

### A. East Boulder Subcommunity Plan Form-Based Code Discussion

(2:38:23)

This discussion focused on evaluating the efficacy of the current code and identifying potential areas for improvement. The board and staff discussed several key themes:

- **Consistency with Subcommunity Goals:** A significant portion of the discussion addressed the perceived misalignment between the form-based code and the broader vision established in the East Boulder Subcommunity Plan. The form-based code needs to embody the vision of the subcommunity plan, because there is no other mechanism to align projects that go through form-based code with that plan. Board members emphasized that for the code to be effective, it should better integrate subcommunity plan goals regarding architecture and street-level character.
- **Open Space and Public Realm:** The board explored the shift toward emphasizing public, ground-level plazas and street activation versus relying on private, interior courtyards, balcony spaces, and upper story massing changes. Staff noted that the form based code requires projects

of a certain size to provide public, ground-level amenities and does not regulate interior courtyard spaces. While the public realm is a priority, and there was support for truly shared public open spaces, there was a desire to ensure future developments also provide meaningful private open space that serves future building occupants. It was noted that form-based code design standards may work better for non-residential uses, and pose some issues for residential uses. There was support for exploring how to create a mechanism to consolidate public open space in East Boulder, given that the East Boulder Subcommunity Plan does not designate shared public open spaces in the same way as the TVAP.

- **Architectural Standards and Massing:** Board members debated the requirements for building design, specifically noting East Boulder Subcommunity Plan language calling for varied roof lines and cascading building volumes, and a desire for improved human-scale articulation at the ground floor level. There was concern that some current massing outcomes do not adequately reflect the vision for the area's urban experience. It was suggested that staff revisit Form Based Code section 9-14-30 Building Facade Variety and specify that a parapet does not constitute a change in building height nor a change in roof type, plane, or material. It was also suggested that the form based code provide a minimum distance that would meet the criteria for a change in the proportion of recesses and projections within the frontage setback, and take another look at maximum building wall length at an unbroken 5 story height, and maximum building length without a break for pedestrian passage. It was also suggested that some of the massing goals could be achieved by imposing a maximum lot size.
- **Code Administration and Definitions:** Staff and board members identified a need to refine technical language within the code, particularly regarding definitions for permeability and semi-pervious surfaces, to ensure clarity and consistency in how they are measured and administered. It was suggested that staff take another look at the impact on lot coverage of allowing semi-pervious coverage to be subtracted from impervious coverage."
- **Predictability vs. Discretion:** Staff and the board discussed the history and intent of form-based code, noting that while it aims to provide more certainty and a "black and white" framework compared to traditional site review, there remains a challenge in balancing that predictability with the need for high-quality, site-specific design.
- Staff noted that there had been some difference of interpretation regarding the setback for streetscape plazas. They have updated their interpretation to be that streetscape plazas must have the maximum setback from the right of way. A board member suggested that streetscape plaza design needs to consider the street type, what it is facing, and how busy the street is

## 7. DEBRIEF MEETING/CALENDAR CHECK

## 8. ADJOURNMENT

The Planning Board adjourned the meeting at 9:42 PM.

APPROVED BY

Mark McIntyre

---

Board Chair

---

DATE

DRAFT

**CITY OF BOULDER**  
**PLANNING BOARD ACTION MINUTES**  
**April 28, 2026**  
**Hybrid Meeting**

A permanent set of these minutes and an audio recording (maintained for a period of seven years) are retained in Central Records (telephone: 303-441-3043). Minutes and streaming audio are also available on the web at: <http://www.bouldercolorado.gov/>

**PLANNING BOARD MEMBERS PRESENT:**

Laura Kaplan, Chair (virtual)  
Claudia Hanson Thiem, Vice Chair  
Maxwell Lord  
Mason Roberts  
Ml Robles

**PLANNING BOARD MEMBERS ABSENT:**

Kurt Nordback  
Mark McIntyre

**STAFF PRESENT:**

Alison Blaine, City Planner Senior  
Charles Ferro, Development Review Senior Manager  
Thomas Remke, Senior Operations Specialist  
Brad Mueller, Director of Planning & Development Services  
Deshawna Zazueta, Assistant City Attorney II

**1. CALL TO ORDER**

Chair, L. Kaplan, declared a quorum at 6:00 p.m. and the following business was conducted.

**2. PUBLIC PARTICIPATION**

1. Lynn Segal (Virtual)

**3. APPROVAL OF THE MINUTES**

There were no minutes to approve.

**4. DISCUSSION OF DISPOSITIONS, PLANNING BOARD CALL-UPS / CONTINUATIONS**

There were no call up items.

**5. PUBLIC HEARING ITEMS**

**A. AGENDA TITLE:** Public Hearing and consideration of a Site Review for the redevelopment of 777 Broadway with new residential uses. The proposal includes the demolition of an existing residential building and proposes 63 units including one-, two-, three-, and four-bedroom units totaling 81,647 square feet. The proposal includes a request for a height modification to allow for

55' in height, modification to setbacks, and a solar access exception. Reviewed under case no. LUR2025-00014.

**Staff Presentation:** Alison Blaine presented the item to the board.

**Board Questions:** Alison Blaine answered questions from the board.

**Applicant Presentation:** Seth Sojka, Evan Bourff presented the item to the board.

**Board Questions:** Seth Sojka, Evan Bourff, Curtis Stevens, Carol Adams presented the item to the board.

**Public Participation:**

In Person: Russ Chitwood

Virtual: Lynn Segal

**Board Discussion:**

**KEY ISSUE 1.** Is the proposed project consistent with the Site Review Criteria, Subsection 9-2-14(h), B.R.C. 1981?

*(01:25:20)*

**MI Robles** believes that this application meets the site review criteria and applauded the applicant for the work shown here today, noting that it's come a long way from the concept review. She thinks the move to pedestrian access from Broadway is not only a logical move but also makes for a much better streetscape all around.

**(01:26:07)**

**C. Hanson Thiem** thinks this project is consistent with the BVCP land use map and policies. She thinks this is the kind of development that our guiding plans anticipate immediately adjacent to the CU campus. She also appreciated that this project leans into its location, its intended population, and existing transportation connections to further city goals around walkability and enhancing the pedestrian environment. In terms of the site design, she appreciated the separation of car from bike and pedestrian access. She thinks that generally does encourage safety and encourage the kind of transportation mode shift we want to see here. She had some concerns about the access drive, noting that she listened to the discussion carefully and appreciated the clarifications, and she would not propose any conditions around that. She appreciated the attention to the quality and variety of open spaces on the site, in particular, the work done since concept review to buffer the entryway and create the courtyard on Broadway. She thinks the semi-open connection to the interior courtyard is another really important element of this design to get people moving around on ground level. She also appreciated how the design takes advantage of those BVSD fields to the south to create and extend views where they might not otherwise have existed. She had some concerns about the usability of the bocce courts but noted that given the overall quantity of open space on site, she would consider them a bonus at this point. She understands the access constraints that exist and is not sure how she would address that. She thinks the requested setback modifications are sensible given the site and its surroundings. She appreciated the street trees on Broadway and thinks the requirements for height bonus are met with the ground-level courtyards. She

thinks that the requested solar access exception is also appropriate, and she appreciated the consultation with BVSD and the agreement that they've given.

**(01:28:44) M. Roberts** agreed with everything from ML and Claudia. He believes this project meets site review criteria and will not be offering any amendments. He added that this was another example of a project that was greatly improved by additional feedback from DAB and from city staff. He stated that the building is, "Just a thousand times better than what we saw in concept review because of that process."

**(01:29:30) M. Lord** believes the project aligns with the review criteria and seconded a lot of what Claudia had to say. He admired the work done within immensely tight conditions and recognized that this is a difficult architectural puzzle. He noted that he was not here for the concept plan, due to being the newest board member, but would agree that one can see the process coming along. He added that, ideally, we want things to follow the grade of the land, and the land grades downward, and the building does not.

**(01:30:27) L. Kaplan** agreed with everything her colleagues said. She thinks it meets the site review criteria. She agreed with Mason that the change from before DAB to after DAB is night and day and appreciated the applicant's responsiveness to that feedback. She appreciated how they have broken up the massing in an interesting and aesthetically pleasing way that's very effective for this site, despite all of the constraints. Regarding the courtyard, she thinks that this project is a good example where the site constraints do not need to have all those things met in the exact same way in one courtyard on this space. She thinks they've done a good job with those two interconnected courtyards and the various ways of providing experiences for residents and visitors. She thinks the biggest issue with the site is how tight the shared access drive is and recognized that is nobody's fault. She appreciated the applicants working with the neighbors to be good neighbors. She noted that she doesn't love it when any applicant talks about sacrificing buildable area or sacrificing unit count, noting that these are the criteria that they are required to meet, and nobody is guaranteed maximum unit count, or maximum FAR, or maximum buildable area. She noted that there are always trade-offs and appreciated that, in some ways, some things were reduced to achieve other goals, but she reinforced that she does not love that language.

**(01:33:29) MOTION:**

**C. Hanson Thiem** made a motion seconded by M. Roberts to approve Site Review application #LUR2025-00014, adopting the staff memorandum as findings of fact, including the attached analysis of review criteria, and subject to the recommended conditions of approval. Planning Board voted 5-0. Motion passed.

**6. MATTERS FROM THE PLANNING BOARD, PLANNING DIRECTOR, AND CITY ATTORNEY**

**A. Board Retreat Planning Check**

**7. DEBRIEF MEETING/CALENDAR CHECK**

**8. ADJOURNMENT**

The Planning Board adjourned the meeting at 7:42 PM.

APPROVED BY

Laura Kaplan

---

Board Chair

---

DATE

DRAFT

# MEMORANDUM

**TO:** Planning Board  
**FROM:** Alex Pichacz, Case Manager  
**DATE:** June 16, 2026  
**SUBJECT:** **Call Up Item:** A Use Review to convert an existing ground floor office space at 2521 Broadway Unit A into a three-bedroom residential unit in the BC-2 zone. **This approval is subject to a call-up on or before June 26, 2026.**

**ADDRESS:** 2521 Broadway Unit A  
**PROJECT NAME:** VIA BROADWAY  
**CASE NO:** LUR2025-00097

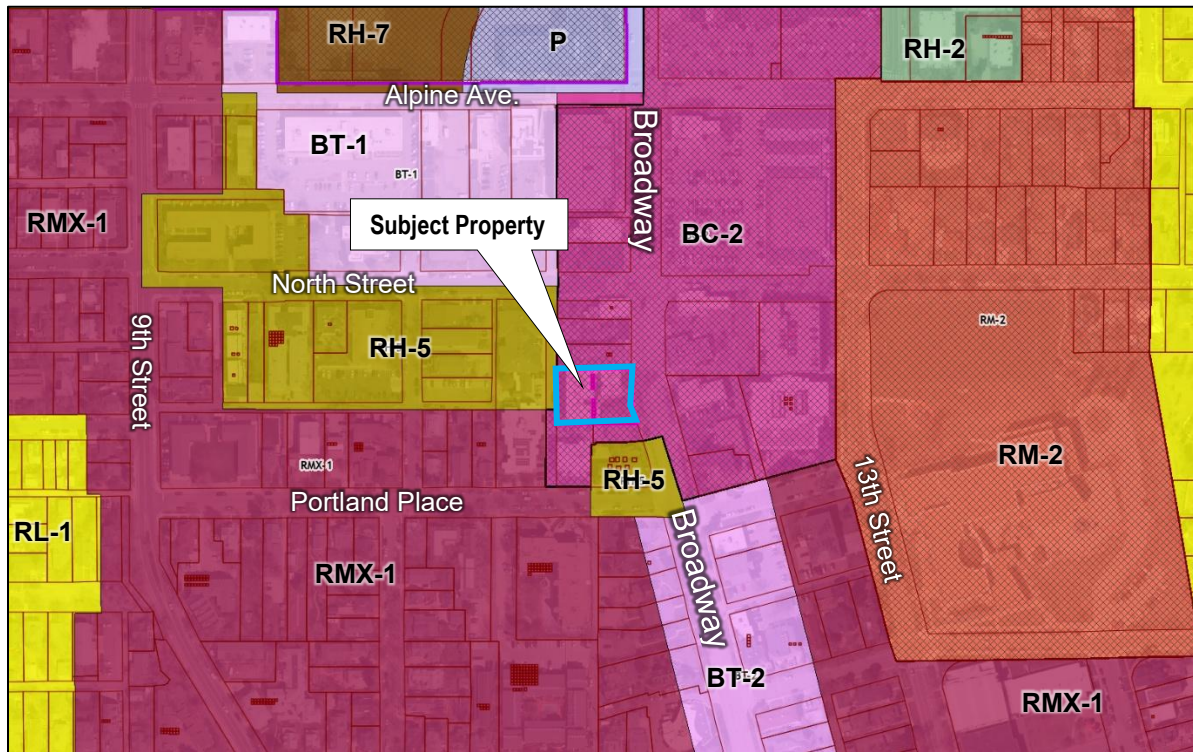
Attached is the Notice of Disposition of approval of a Use Review to convert an existing ground floor office space into a three-bedroom attached dwelling unit located in the Business Community – 2 (BC-2) Zoning District. Pursuant to the Specific Use Standards in section 9-6-2, B.R.C 1981, ground floor residential uses require a Use Review subject to Section 9-2-15, B.R.C. 1981. Refer to **Attachment B** for the staff analysis of the Use Review Criteria and Specific Use Standards.

**Background.** The subject property is located at 2521 Broadway Unit A within the Via Broadway Condominiums, a three-story mixed-use commercial and residential building constructed in 2003. The building contains ground floor offices with seven residential units on floors two and three. The property is located on Broadway between Portland Place and North Street, near the Community Plaza Shopping Center and Casey Middle School. Refer to **Figure 1** for an aerial photo of the site. There is a covered parking area underneath the building on the ground level, accessed from an alley behind the building.



**Figure 1. Vicinity Map**

The property is zoned Business Community – 2 (BC-2), which is defined as, “business areas containing retail centers serving a number of neighborhoods, where retail-type stores predominate.” ([Section 9-5-2\(c\)\(1\)\(3\), B.R.C. 1981](#)). The property is adjacent to mixed density (RMX-1) and high density (RH-5) residential zoned properties to the west and nearby to the south. The corridor along Broadway is zoned Business Transitional 2 (BT-2) to the south and BC-2 to the north. The property is also located within an area designated in Appendix N "Business Community (BC) Areas Subject to Special Use Restrictions." Which limits residential uses within neighborhood serving business areas, unless approved pursuant to a use review. See **Figure 2**.



**Figure 2. Zoning Map**

The commercial office subject to this conversion has been vacant since October 2024 and is located on the southern edge of the BC-2 commercial hub adjacent to existing residential uses to the south, and a medical office in the same building to the north. Further north is a variety of retail, office, personal service, and restaurant uses.

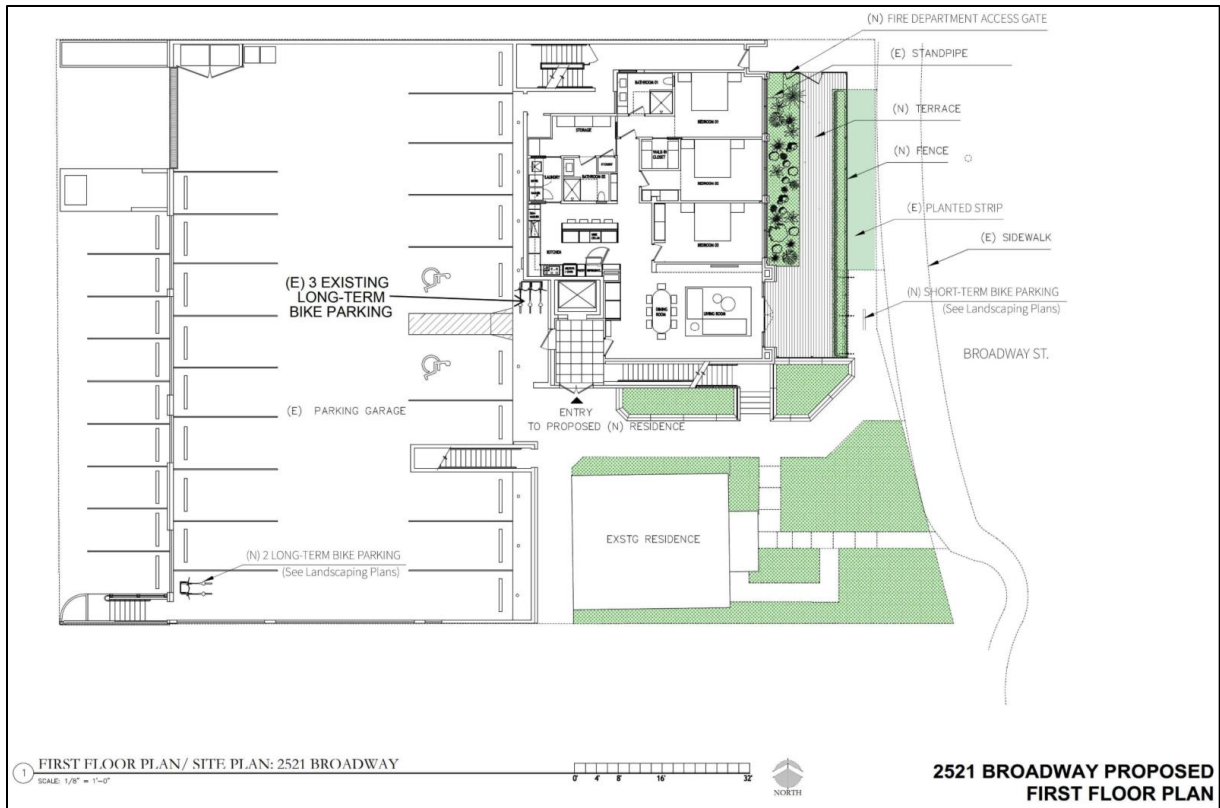
The property is identified as an area subject to special use restrictions, identified in Appendix N "Business Community (BC) Areas Subject to Special Use Restrictions." B.R.C. 1981. The standards in section 9-6-2, B.R.C. 1981 are intended to support certain BC-2 zoned areas as neighborhood serving business areas where retail-type stores predominate on the ground floor by limiting certain residential and nonresidential uses on the ground level. A ground floor residential use may be approved pursuant to a Use Review per section 9-6-2(c)(1)(A)(iii), B.R.C. 1981.

**Project Proposal.** The applicant proposes to convert the existing 1,950 square foot office tenant space to a three-bedroom apartment with private open space provided by a fenced patio in the front of the unit. Additional landscaping will be included between the fence and the sidewalk along with new short-term bike parking. Refer to **Figure 3** for a street view rendering of the proposed exterior conditions.



**Figure 3. Proposed Street View Rendering.**

The entrance to the proposed residence will be on the south side of the building through the existing elevator lobby. There is a surface level covered parking lot underneath the building accessed from the alley behind Broadway, to the west. Long-term bike parking is also included in the covered parking area. The proposed first floor plan and site plan is shown in **Figure 4**. The final approved plans can be found in **Appendix C**.



**Figure 4. First Floor Plan and Site Plan**

**Review Process.** Pursuant to Section 9-6-2, B.R.C. 1981, ground floor residential uses require a Use Review subject to Section 9-2-15, B.R.C. 1981. Per Section 9-4-2, B.R.C. 1981, applications for Use Review are subject to call up by the Planning Board. The applicant or interested people may appeal the decision by written notice of appeal to the city manager. Two members of the planning board may call up the decision upon written notification to staff or by making a verbal request, on record, at a regularly scheduled board meeting.

No modifications from the development code have been requested. The proposal meets all other development standards for the zoning district and does not require Site Review. Refer to **Attachment A** for the conditions of approval.

**Analysis.** The proposal was found to be consistent with the Use Review criteria of subsection 9-2-15(e) and Specific Use criteria of subsection 9-6-2(c)(1)(A)(iii), B.R.C. 1981. Please refer to **Attachment B** for staff's complete analysis of the review criteria.

**Public Comment.** Consistent with Section 9-4-3, Public Notice Requirements, B.R.C. 1981, staff provided notification to all property owners within 600 feet of the subject location of the application. One public comment was received in support of the proposal and is included in **Attachment D**.

**Conclusion.** Staff finds that the proposed project meets the Use Review criteria set forth in Section [9-2-15](#), and Specific Use Standards in Section [9-6-2](#) B.R.C. 1981 (refer to **Attachment B**). This application was approved by Planning and Development Services staff on [June 12, 2026](#), and the decision may be called up before Planning Board on or before [June 26, 2026](#). There is a Planning Board meeting within the 14-day call up period on [June 23, 2026](#). Questions about the project or decision should be directed to Alex Pichacz at [pichacza@bouldercolorado.gov](mailto:pichacza@bouldercolorado.gov).

**Attachments.**

- Attachment A - Signed Disposition of Approval
- Attachment B - Analysis of Use Review Criteria
- Attachment C - Applicant's Plans and Written Statement
- Attachment D - Public Comment



# City of Boulder Planning & Development Services

## CITY OF BOULDER PLANNING DEPARTMENT NOTICE OF DISPOSITION

You are hereby advised that the following action was taken by the Planning Department based on the standards and criteria of the Land Use Code as set forth in Chapter 9-2, B.R.C. 1981, as applied to the proposed development.

DECISION: **APPROVED WITH CONDITIONS**  
PROJECT NAME: **VIA BROADWAY**  
DESCRIPTION: **A Use Review to convert an existing ground floor office space to a three-bedroom residential unit in the BC-2 zone.**  
LOCATION: **2521 Broadway Unit A**  
LEGAL DESCRIPTION: **See Exhibit A**  
APPLICANT: **David Beik, Coburn Partners**  
OWNERS: **PMP PROPERTIES II, LLC, AND PMP PROPERTIES III, LLC**  
APPLICATION: **Use Review, LUR2025-00097**  
ZONING: **Business Community - 2 (BC-2)**  
CASE MANAGER: **Alex Pichacz**  
VESTED PROPERTY RIGHT: **No; the owner has waived the opportunity to create such right under Section 9-2-20, B.R.C. 1981.**

**APPROVED MODIFICATIONS FROM THE LAND USE CODE: None**

FOR CONDITIONS OF APPROVAL, SEE THE FOLLOWING PAGES OF THIS DISPOSITION.

**Approved with Conditions On:** June 12, 2026  
Date

**By:** \_\_\_\_\_  
Brad Mueller, Director of Planning & Development Services

This decision may be appealed to the Planning Board by filing an appeal letter with the Planning Department within two weeks of the decision date. If no such appeal is filed, the decision shall be deemed final fourteen days after the date above mentioned.

**Appeal to Planning Board Expires:** June 26, 2026

**Final Approval Date:** June 29, 2026

Physical Address  
1101 Arapahoe Ave  
Boulder, CO 80302

Mailing Address  
PO Box 791  
Boulder, CO 80306-0791

BoulderPlanDevelop.net  
P: 303-441-1880  
F: 303-441-4241

Attachment A - Notice of Disposition

FOR A BUILDING PERMIT APPLICATION TO BE PROCESSED FOR THIS PROJECT, A SIGNED DEVELOPMENT AGREEMENT AND SIGNED FINAL PLANS MUST BE SUBMITTED TO THE PLANNING DEPARTMENT WITH DISPOSITION CONDITIONS AS APPROVED SHOWN ON THE FINAL PLANS. IF THE DEVELOPMENT AGREEMENT IS NOT SIGNED WITHIN NINETY (90) DAYS OF THE FINAL DECISION DATE, THE APPROVAL AUTOMATICALLY EXPIRES.

Pursuant to Section 9-2-12 of the Land Use Code (B.R.C. 1981), the Applicant must obtain applicable building permit approvals and start construction within three years from the date of final approval or in compliance with the phasing plan if one was approved. Failure to comply with the three-year rule or approved phasing plan may cause this development approval to expire. For a use review without construction requiring a building permit, the use must be established within three years of the date of final approval.

**CONDITIONS OF APPROVAL**

1. The Applicant **shall ensure that the development shall be in compliance with all plans prepared by the Applicant** on 5/1/2026, and the Applicant's Written Statement dated 12/26/2025, all on file in the City of Boulder Planning Department, except to the extent that the development may be modified by the conditions of this approval.
2. The Applicant **shall not expand or modify the approved use** except pursuant to Subsection 9-2-15(e), B.R.C. 1981.

**EXHIBIT A**

**LEGAL DESCRIPTION**

COMMERCIAL UNIT A, VIA BROADWAY CONDOMINIUMS, AS SHOWN ON THE CONDOMINIUM MAP FOR VIA BROADWAY CONDOMINIUMS, RECORDED APRIL 16, 2003 UNDER RECEPTION NO. 2426399, IN THE OFFICE OF THE CLERK AND RECORDER OF THE COUNTY OF BOULDER, STATE OF COLORADO AND AS DEFINED BY THE DECLARATION OF VIA BROADWAY CONDOMINIUMS, RECORDED APRIL 16, 2003, UNDER RECEPTION NO. 2426400, IN SAID RECORDS,

TOGETHER WITH THE EXCLUSIVE RIGHT TO USE (SUBJECT TO ANY RESTRICTION AS MAY BE OTHERWISE SET FORTH IN THE DECLARATION AS TO THE USE THEREOF) LIMITED COMMON ELEMENTS PARKING SPACES NUMBERED 1, 6, 19, 20 AND 21.

COUNTY OF BOULDER,  
STATE OF COLORADO.

# CRITERIA CHECKLIST AND COMMENT FORM

## USE REVIEW

SECTION 9-2-15(e)

LUR2025-00097

ADDRESS: 2521 Broadway Unit A

DATE: 1/23/26

## CRITERIA APPLICABLE TO ALL USE REVIEW APPLICATIONS

---

### (e) Criteria For Review: *Meets criteria*

No use review application will be approved unless the approving agency finds all of the following:

#### (1) Rationale: *Yes*

The use either:

- (A) Provides direct service or convenience to or reduces adverse impacts to the surrounding uses or neighborhood; *N/A*
- (B) Provides a compatible transition between higher intensity and lower intensity uses; *Yes*
- (C) Is necessary to foster a specific city policy, as expressed in the Boulder Valley Comprehensive Plan, including, without limitation, historic preservation, moderate income housing, residential and nonresidential mixed uses in appropriate locations and group living arrangements for special populations; or *Yes*
- (D) Is an existing legal nonconforming use or an expansion that is permitted under Subsection (f) of this section; *N/A*

#### Staff Response:

*The proposal to provide a ground level housing unit is consistent with several housing policies in Chapter 7 of the BVCP, and the conversion from a ground floor commercial unit to a residential unit in a mixed-use building provides a compatible transition between commercial uses to the east and residential uses to the west.*

#### (2) Compatibility: *Yes*

The location, size, design, and operating characteristics of the use will be reasonably compatible with and have minimal negative impact on the use of nearby properties, or, for residential uses or community, cultural, and educational uses in industrial zoning districts, the proposed development reasonably mitigates the potential negative impacts from nearby properties;

#### Staff Response:

*The current commercial tenant space has been vacant since October 2024. The conversion from commercial to residential use will reduce the number of visitors to the site and potential impacts such as noise and vehicular trips to the site from customers. Additional offsite impacts such as noise, glare, vibrations, odors, dust, etc. are not anticipated from the proposed residential use of the ground floor unit. A private outdoor open space area will be created by fencing in a patio area in the front of the unit. The patio will be buffered from the sidewalk with landscaping in existing planters and screened with a wooden fence. The proposed residential use is consistent with adjacent properties to the south and will not adversely impact nearby businesses on adjacent properties.*

**(3) Infrastructure: Yes**

The use will not significantly adversely affect the infrastructure of the surrounding area, including, without limitation, water, wastewater and storm drainage utilities and streets, compared to an allowed use in the zoning district, or compared to the existing level of impact of a nonconforming use;

**Staff Response:**

*No additional infrastructure improvements are necessary for the conversion of the ground floor unit to a residential use.*

**(4) Character of Area: Yes**

The use will not change the predominant character of the surrounding area or the character established by adopted design guidelines or plans for the area; and

**Staff Response:**

*The project proposes to convert a vacant ground level office unit into a 3-bedroom apartment. The property is at the edge of the BC-2 zone, adjacent to mixed density residential zone (RMX-1) to the west and near a high-density residential zone (RH-5) to the south. The property is located on a block with several existing residential units in both attached and detached unit types, and it's on the edge of the commercial hub that is the core of the BC-2 zone in the neighborhood. Along the same block to the north are retail, personal service, office and restaurant businesses. Across the street to the east, are commercial properties with a variety of office and retail businesses, and the Community Plaza Shopping Center is located to the north, along Broadway.*

*The predominate character of the surrounding area includes a mix of residential uses on the edge of a commercial hub and corridor along Broadway. Given the location of the proposed dwelling unit on the edge of the business area adjacent to existing dwelling units. As such, staff finds that the conversion of a vacant ground floor office to a new attached dwelling unit will not change the character of the surrounding area, rather it will active a vacant unit and provide additional residents and potential customers for businesses in the neighborhood within walking distance of a commercial hub while maintaining consistency with the predominate character of the area.*

**(5) Conversion of Dwelling Units to Nonresidential Uses: N/A**

There shall be a presumption against approving the conversion of dwelling units in the residential zoning districts to nonresidential uses that are allowed pursuant to a use review, or through the substitution of one nonconforming use with another nonconforming use. The presumption against such a conversion may be overcome by a finding that the use to be approved serves another compelling social, human services, governmental or recreational need in the community, including, without limitation, a use for a daycare center, park, religious assembly, social service use, benevolent organization use, art studio or workshop, museum, or an educational use.

**Staff Response:**

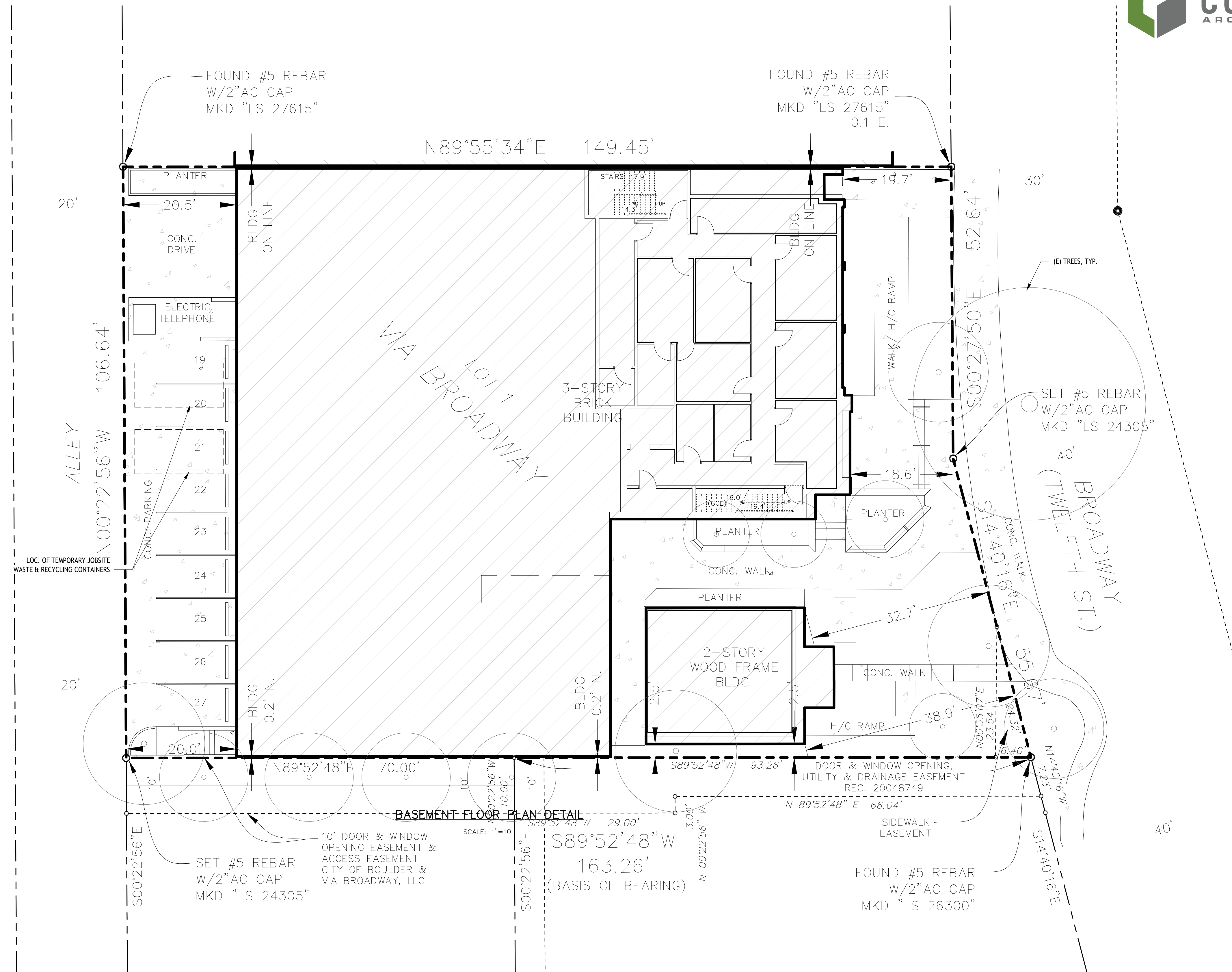
*The project will convert a nonresidential commercial tenant space into a dwelling unit. This criterion is not applicable.*

**9-6-2(c)(1)(A)(iii): Use Review: Yes**

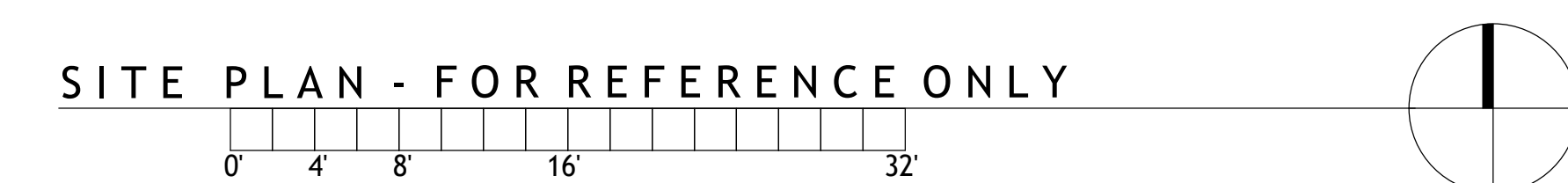
A use that is not allowed by right or as a conditional use may be approved only pursuant to a use review. In addition to meeting the use review criteria, the applicant shall demonstrate that the use on the ground floor or with a combined floor area larger than ten percent of the total floor area, as applicable, will not adversely affect the intended function and character of the area as a neighborhood serving business area where retail-type stores predominate on the ground floor. In determining whether this criterion is met, the reviewing authority shall consider the location and design of the proposed use and the existing and approved uses on the lot or parcel and in the area.

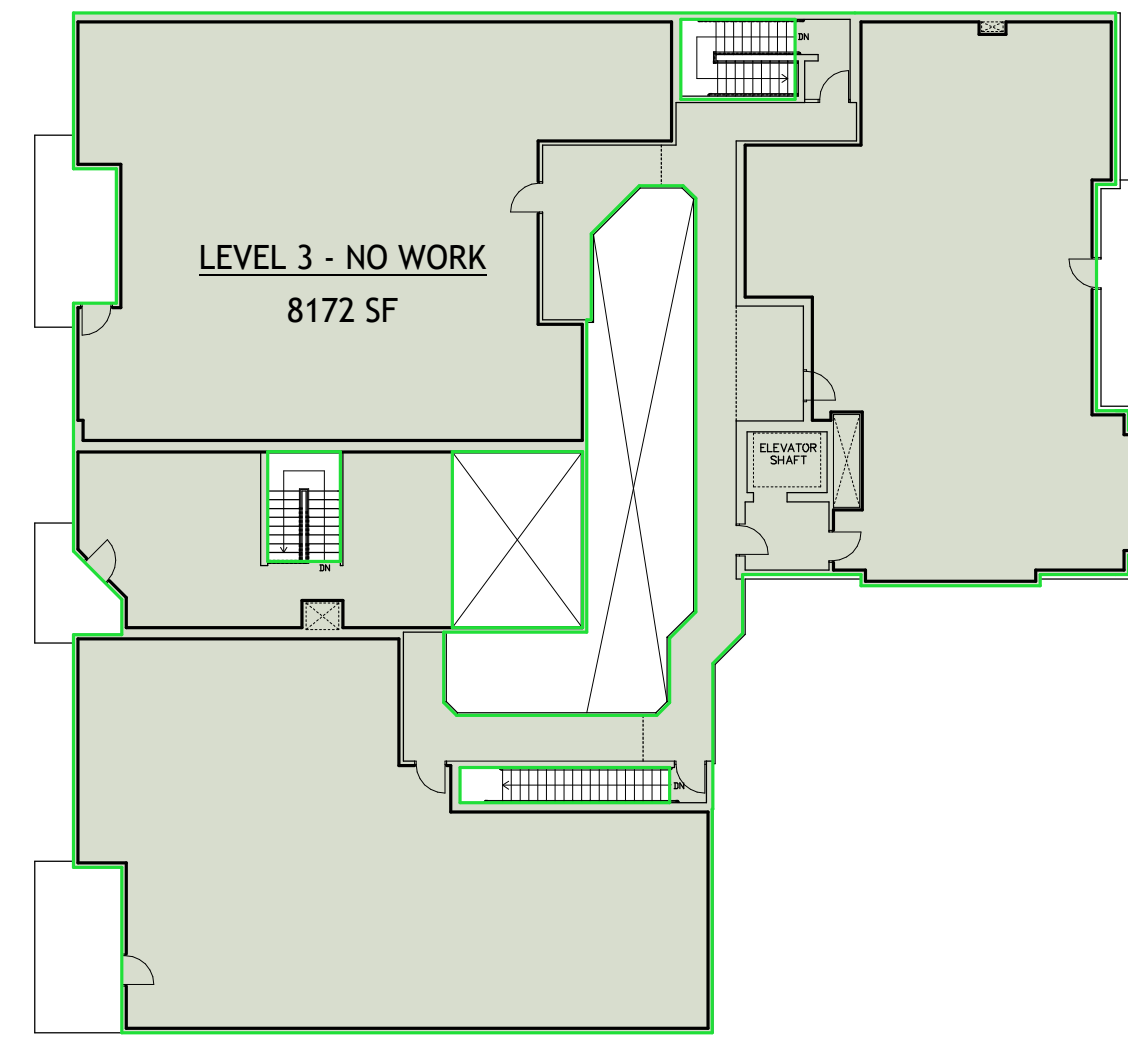
**Staff Response:**

*The project site is near the edge of the BC-2 special use restriction area and is adjacent to properties containing ground floor residential uses to the west and along Broadway to the south. Adjacent commercial uses to the north include medical and professional offices, a computer repair shop, a hair salon, and a restaurant. Across the street is a bike shop, medical offices, and vacant commercial buildings. The core of the BC-2 commercial hub is located to the north around the Community Plaza Shopping Center and adding an additional dwelling unit in the proposed location will not adversely impact the intended function or character of the commercial hub. Given the existing residential uses within the building on the subject property and on adjacent properties, the proposed location for a new dwelling unit will be compatible with the intended function and character of the area and support nearby retail-type stores and businesses.*

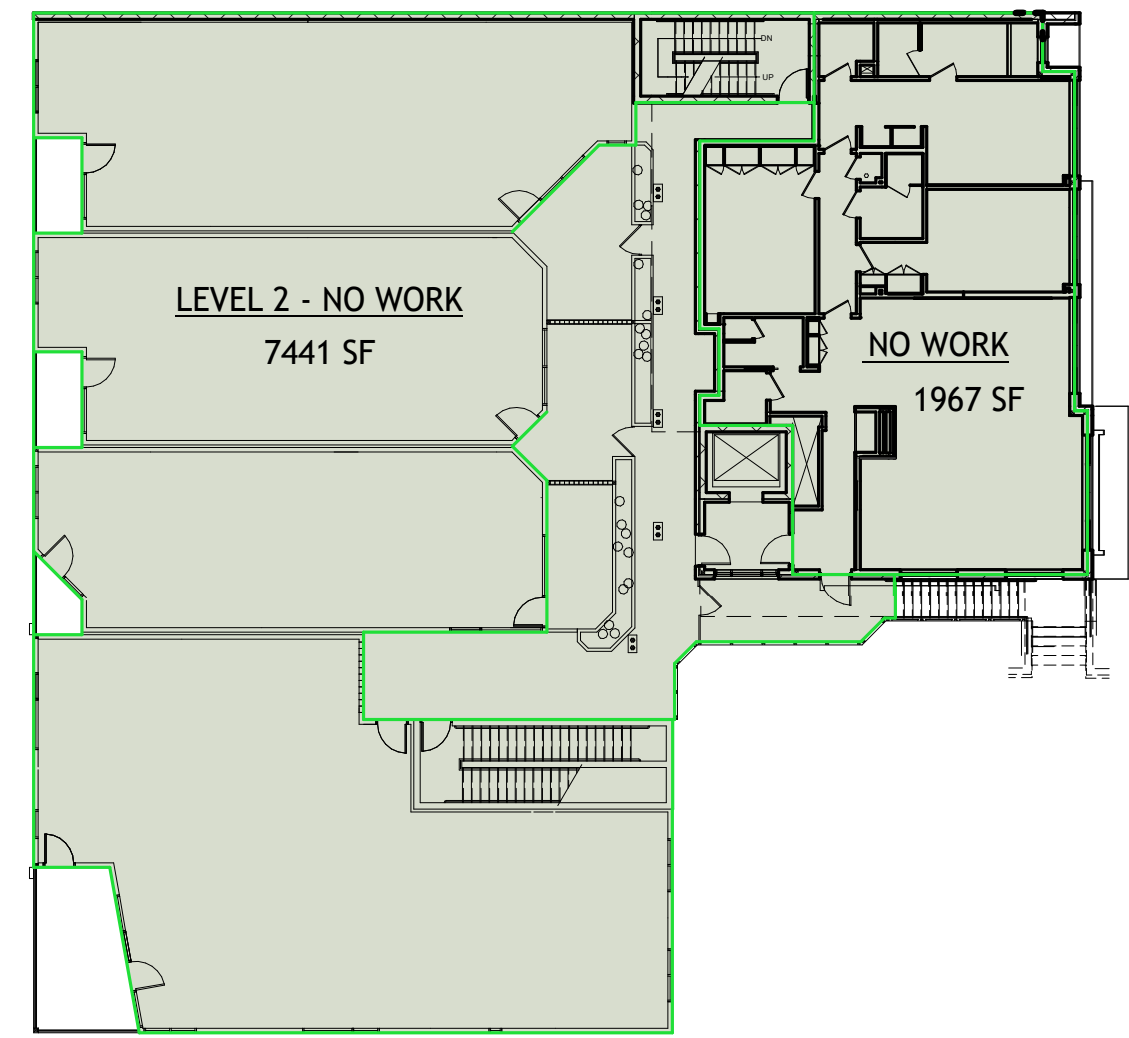


### 2521 BROADWAY FLOOR EXISTING SITE PLAN

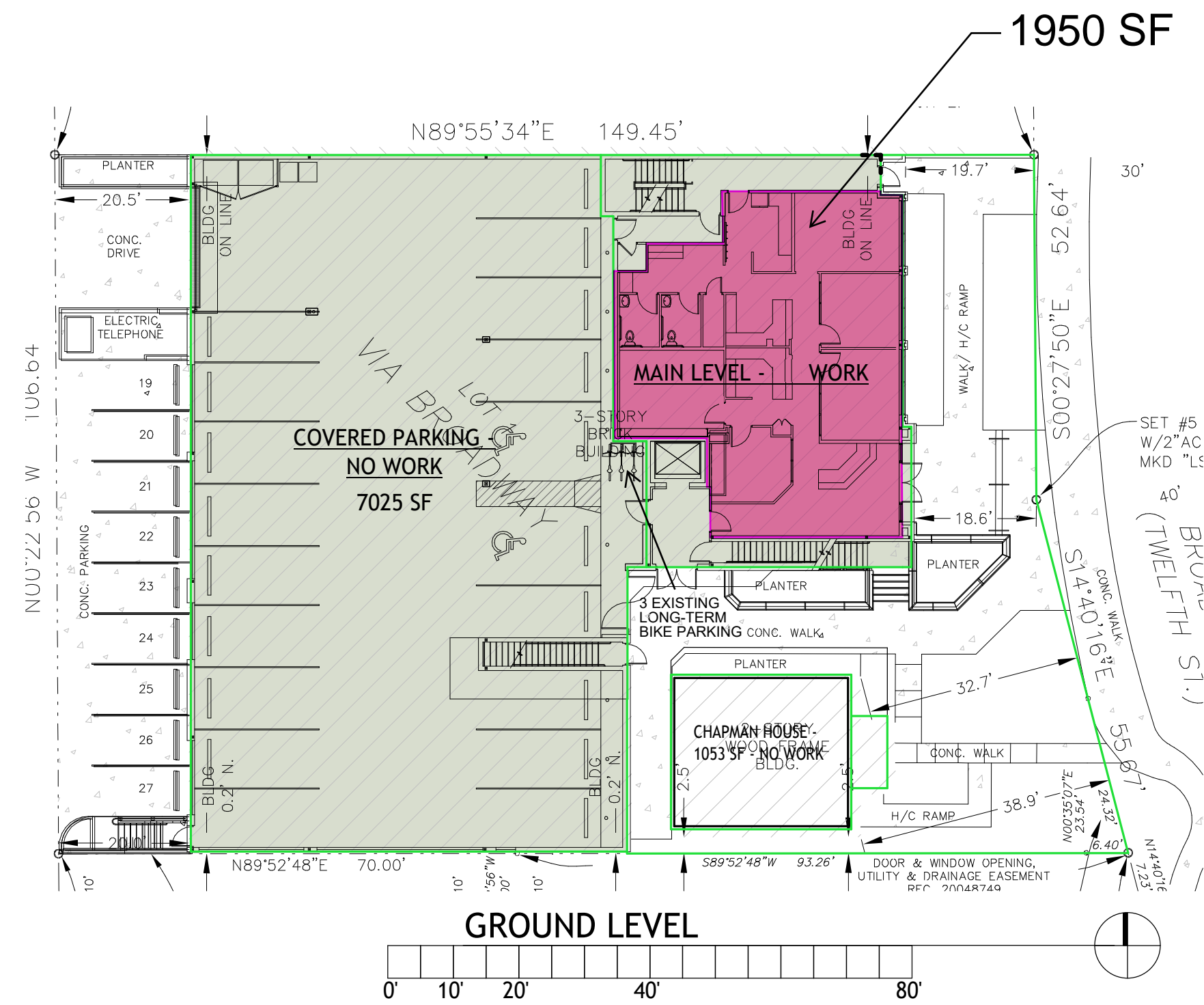




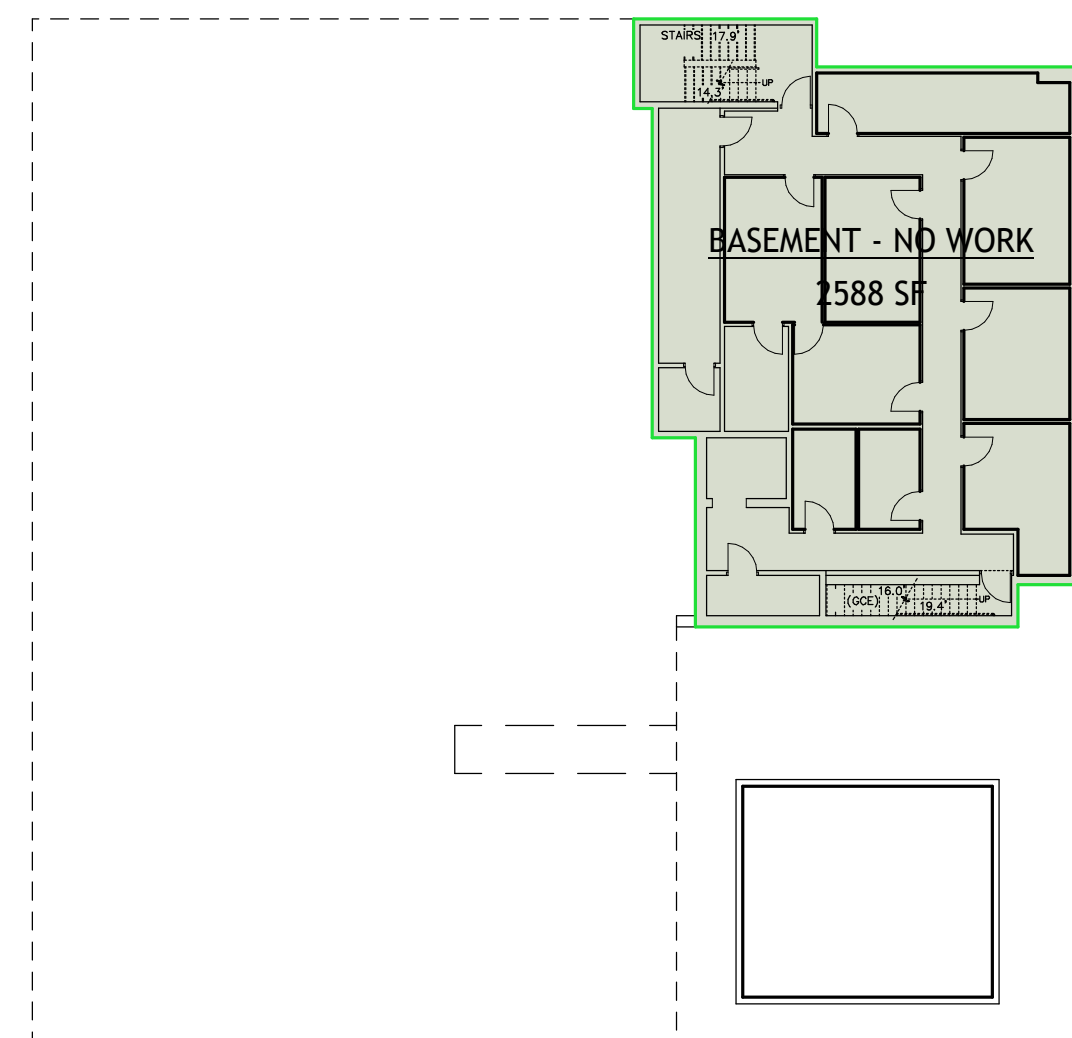
3RD FLR  
0 10' 20' 40' 80'



2ND FLOOR AREA PLAN  
0 10' 20' 40' 80'



GROUND LEVEL  
0 10' 20' 40' 80'

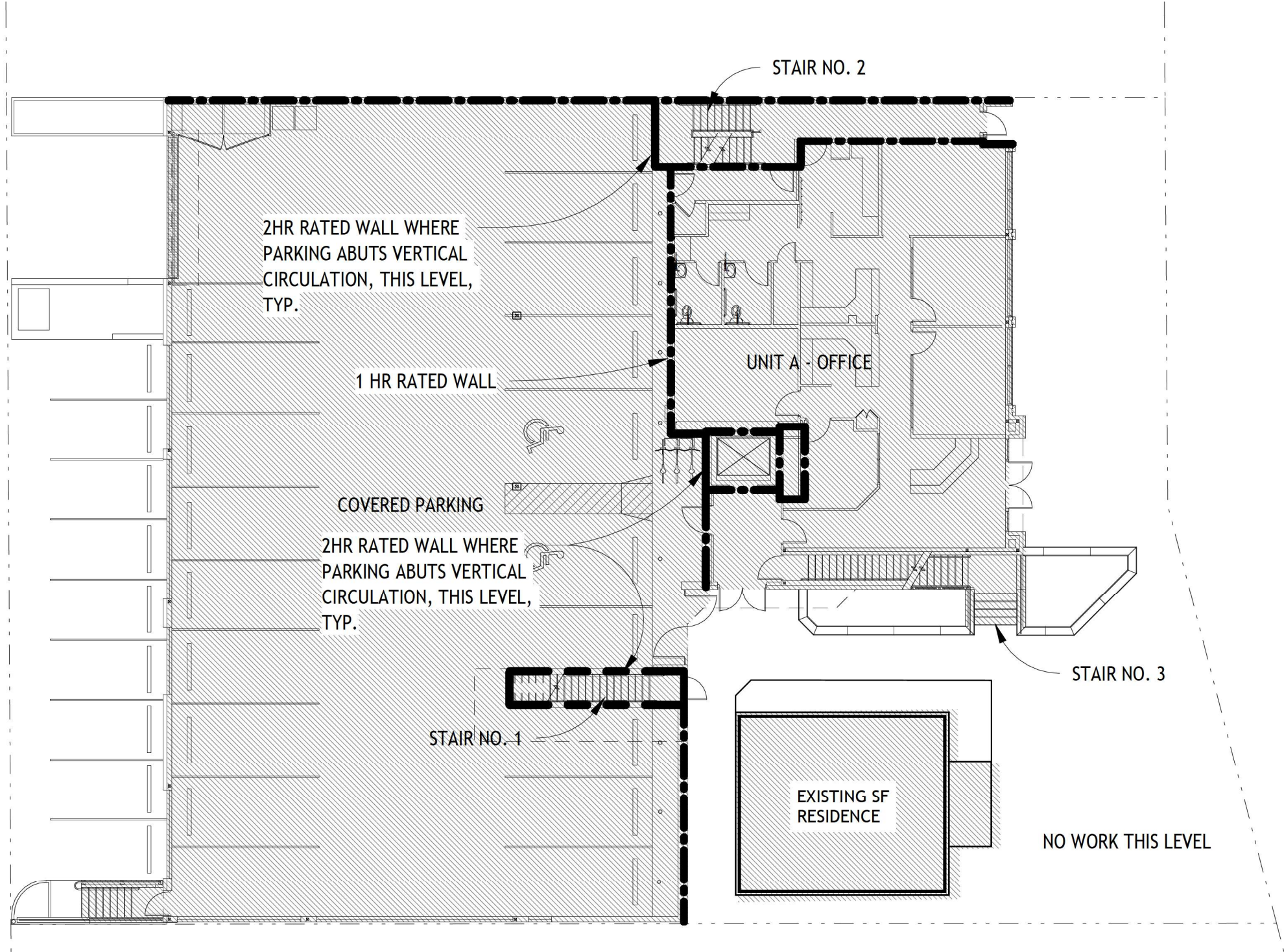


BASEMENT  
0 10' 20' 40' 80'

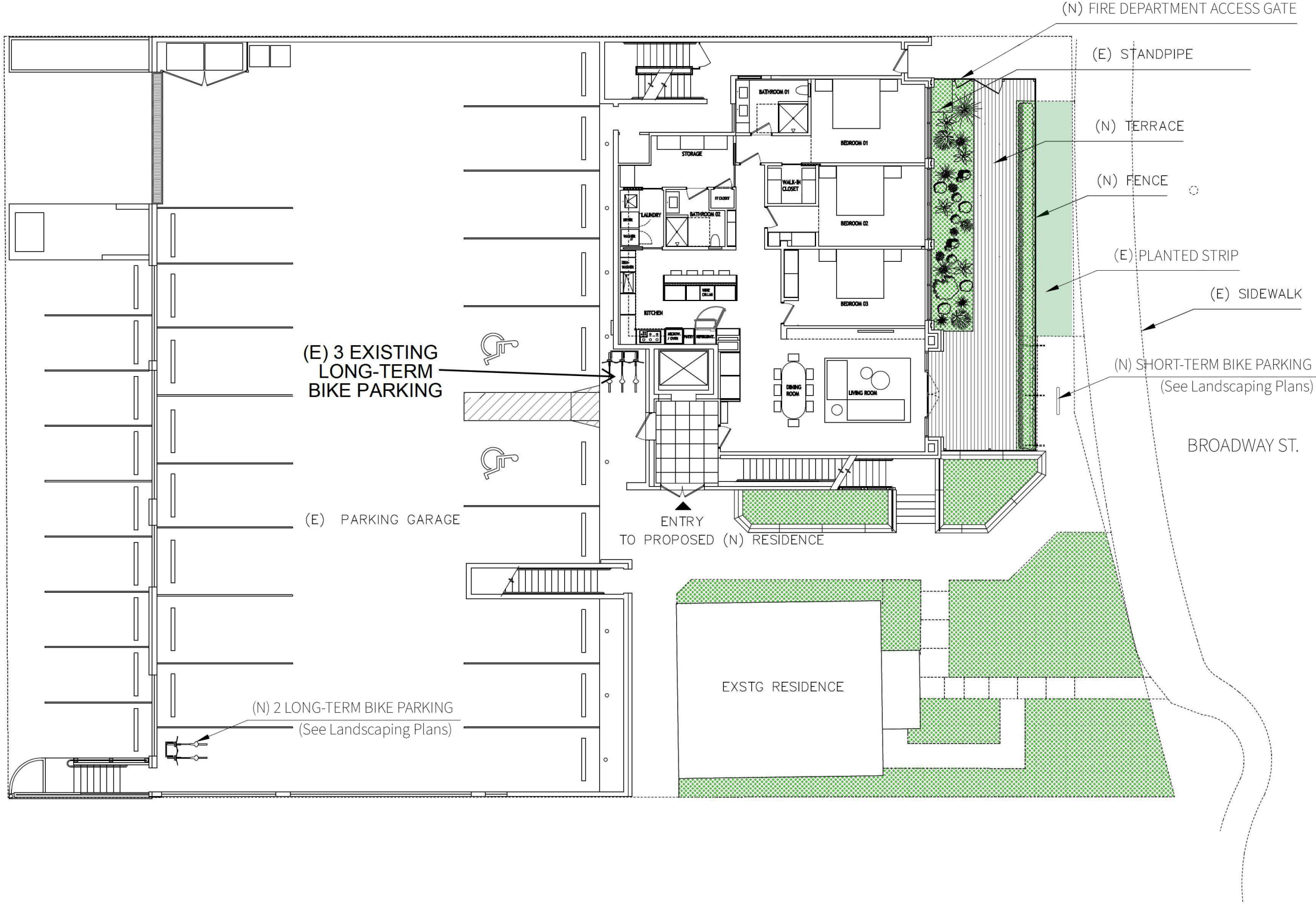
AREA CALCULATIONS (SQUARE FEET)					
FLOOR AREA (BRC)					
	EXISTING	DEMOLITION	ADDITION	TOTAL	REMODEL OF EXISTING
BASEMENT	2588	0	0	2569	0
LEVEL 1	2705	0	0	2705	0
LEVEL 2	9408	0	0	9408	1967
LEVEL 3	8172	0	0	7698	0
CHAPMAN	1053	0	0	1053	0
TOTAL	23926	0	0	23926	1967 (12.2%)

FLOOR AREA EXISTING = 23926  
FLOOR AREA PROPOSED = 23926  
NOTE 1: OFF STREET PARKING AREA EXCLUDED FROM FLOOR AREA IN BC-2

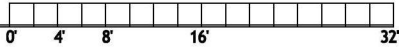
## 2521 BROADWAY EXISTING FLOOR PLANS - ALL LEVELS



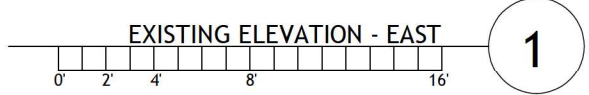
**2521 BROADWAY EXISTING  
FIRST FLOOR PLAN**

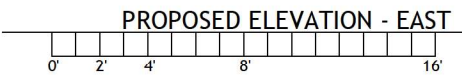


1 FIRST FLOOR PLAN/ SITE PLAN: 2521 BROADWAY  
SCALE: 1/8" = 1'-0"



**2521 BROADWAY PROPOSED  
FIRST FLOOR PLAN**

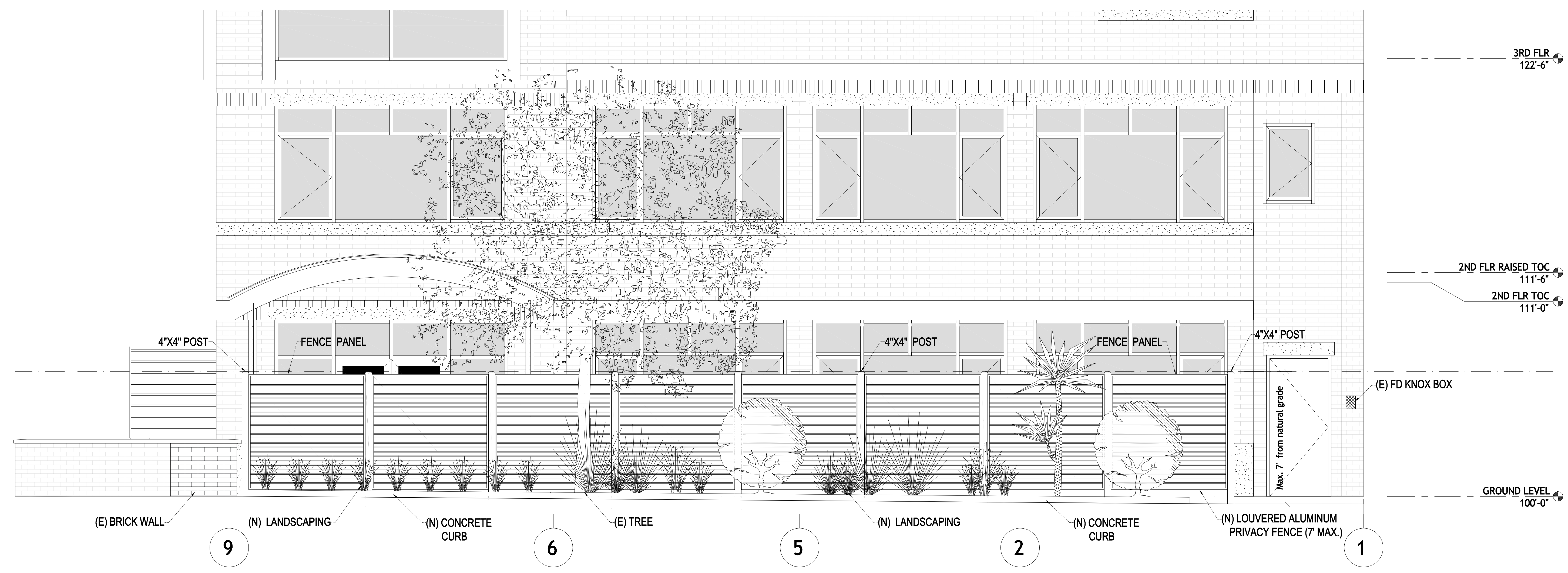
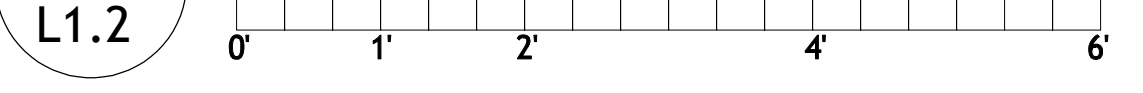




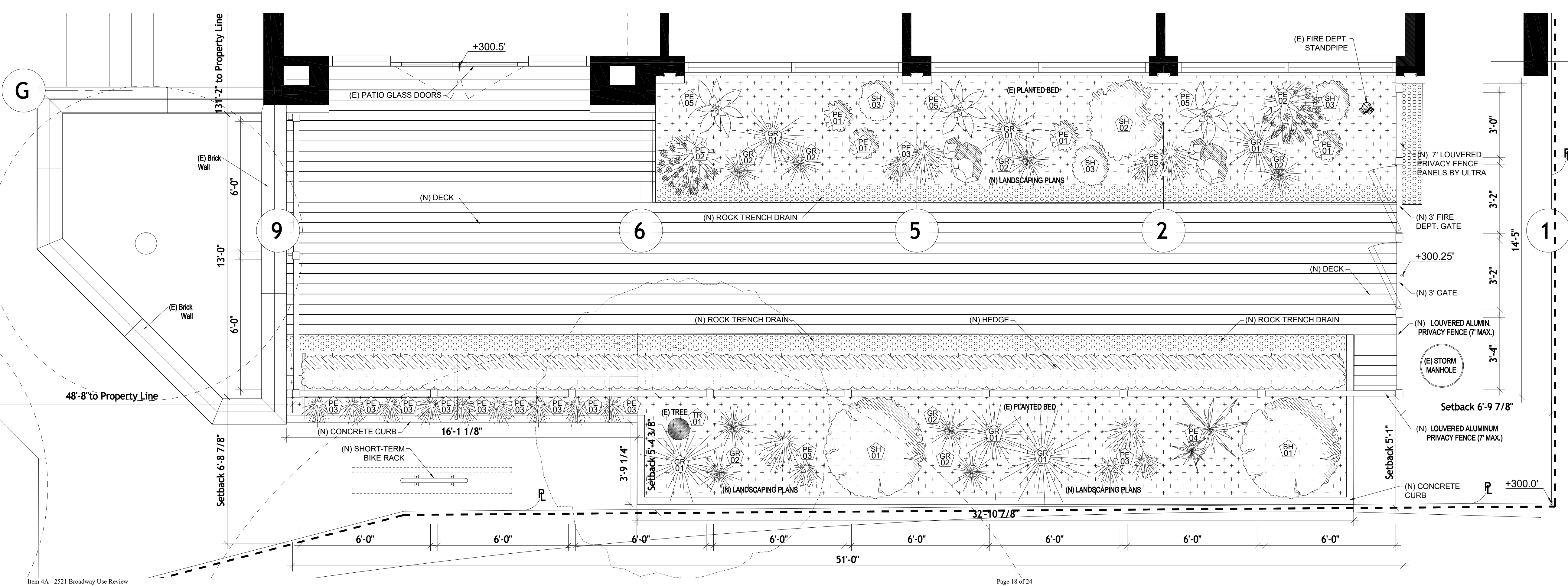
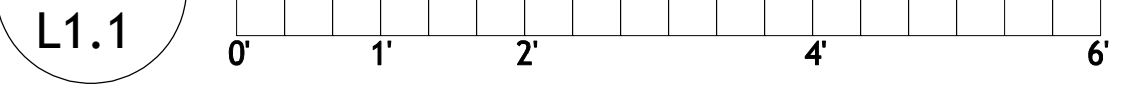
2



1 FRONT YARD - EAST ELEVATION - LANDSCAPING



1 FRONT YARD - PLAN VIEW - LANDSCAPING



**LANDSCAPING LEGEND**

CODE	QTY.	COMMON NAME
<b>TREES</b>		
TR01	1	Existing Tree to Remain
<b>SHRUBS</b>		
SH01	2	Spanish Gold Broom
SH02	1	Fernbush
SH03	3	Panchito Manzanita
<b>GRASSES</b>		
GR01	6	Giant Sacaton
GR02	8	Blonde Ambition Grama Grass
<b>PERENNIALS</b>		
PE01	4	Agastache
PE02	2	Yarrow
PE03	19	Rocky Mountain Penstemon
PE04	2	Yucca
PE05	3	New Mexico Agave

**REVISIONS**

REV	DESCRIPTION	DATE
1	PERMIT RESPONSE	05/01/26

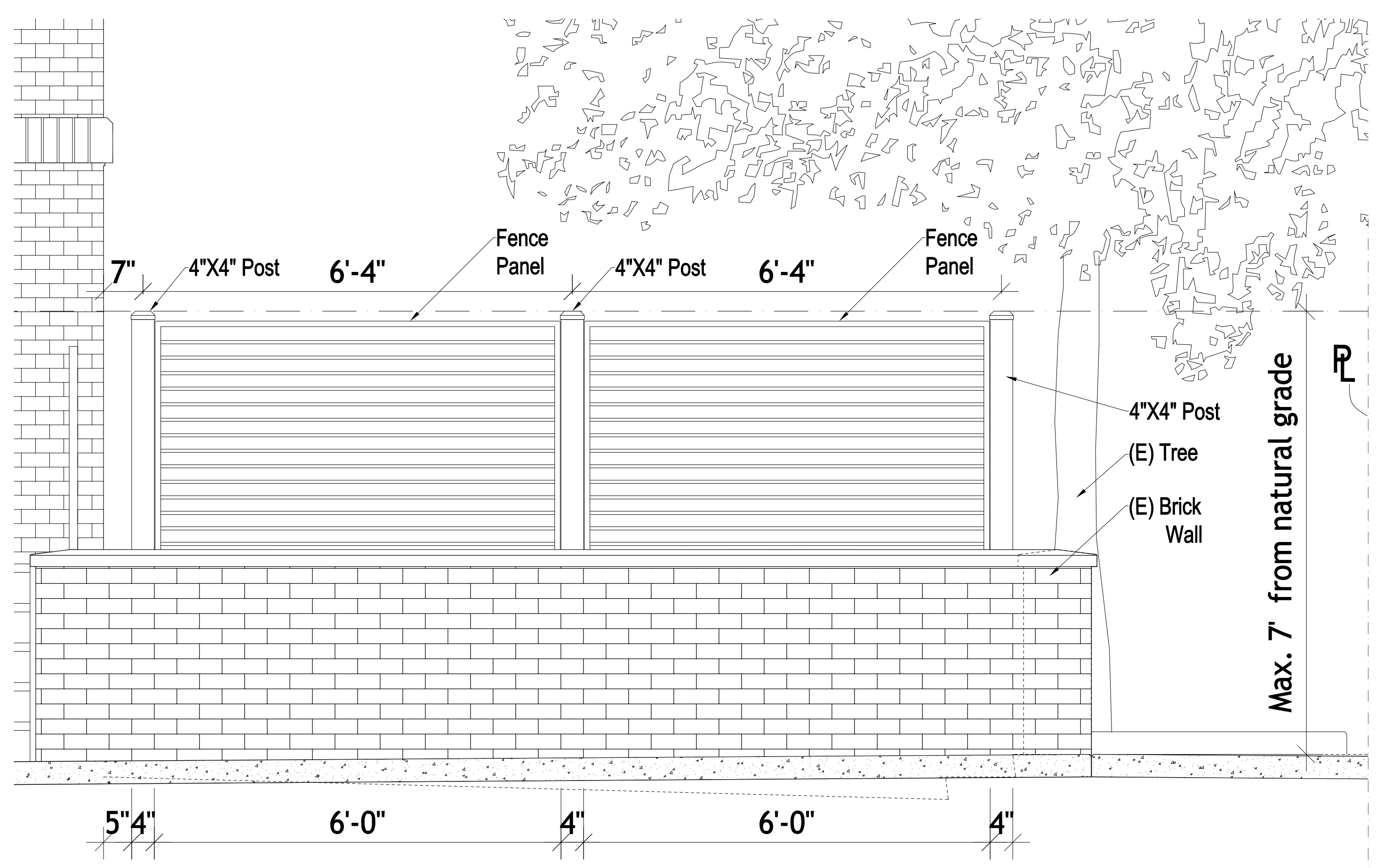
VIA BROADWAY  
UNIT A REMODEL

SITE:  
2521 BROADWAY  
BOULDER, CO 80304

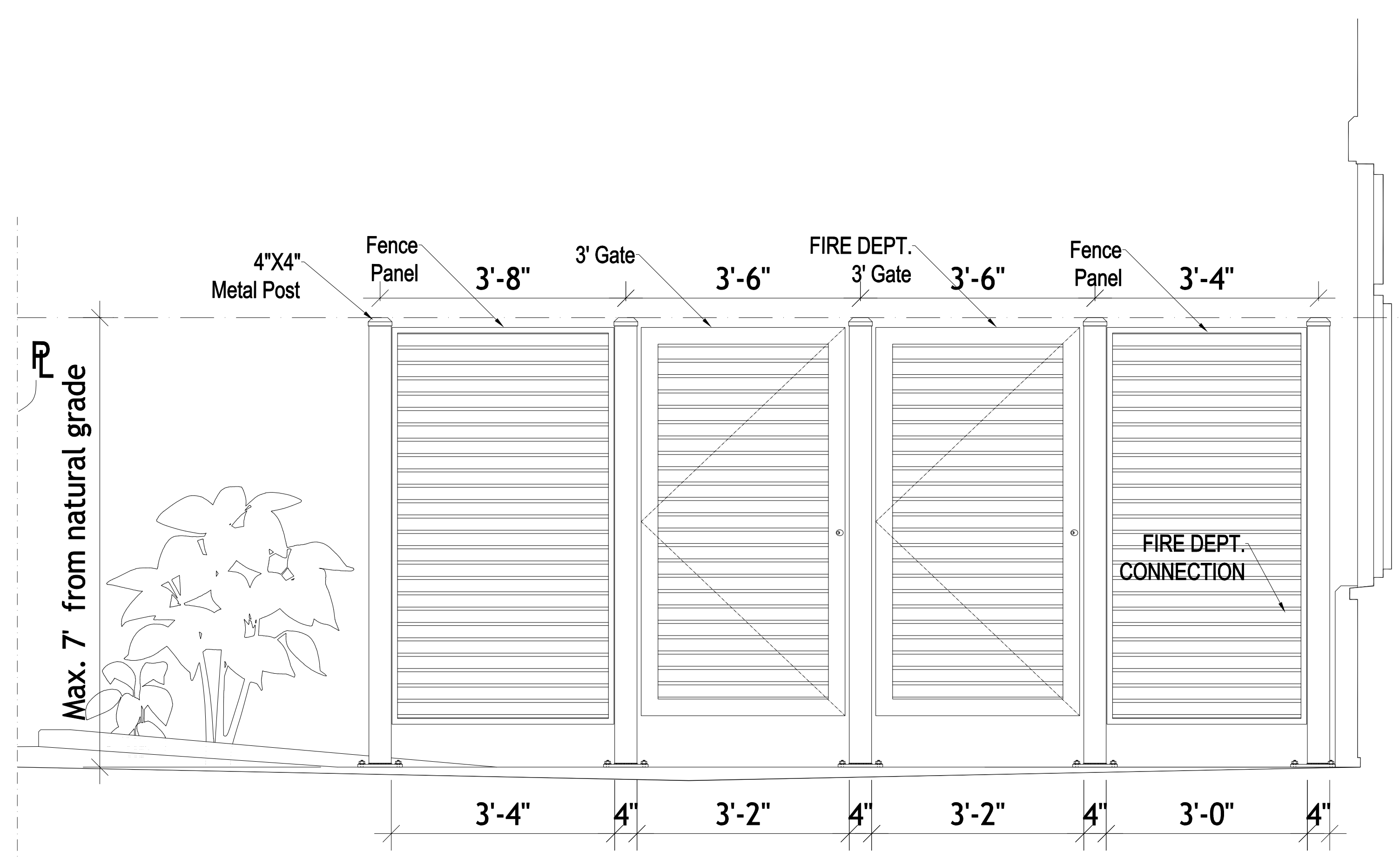
FRONT YARD  
USE REVIEW  
4 MARCH 2026  
**L1.2**

COPYRIGHT 2026. ALL RIGHTS RESERVED

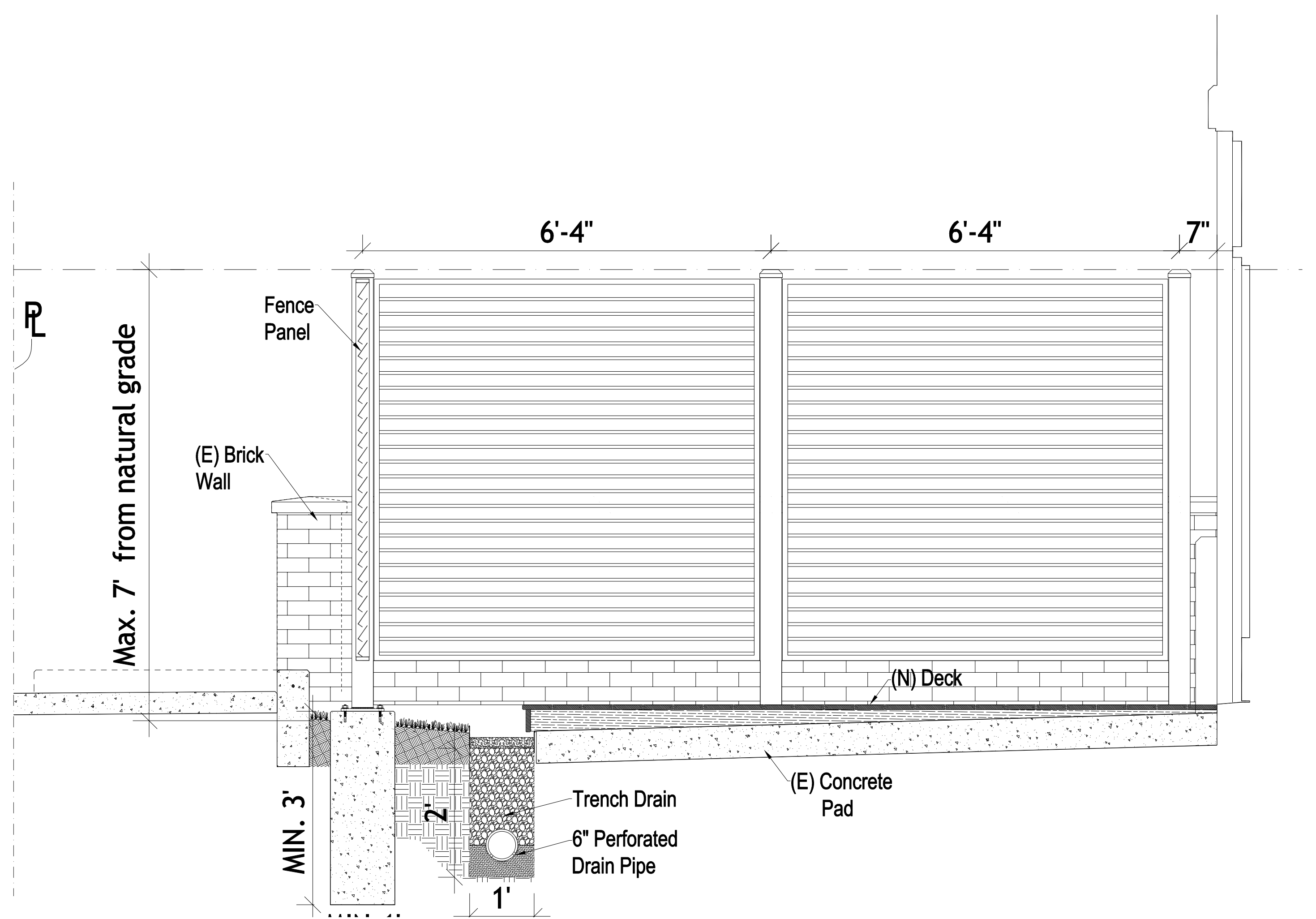
1 FRONT YARD - SOUTH ELEVATION  
L1.3



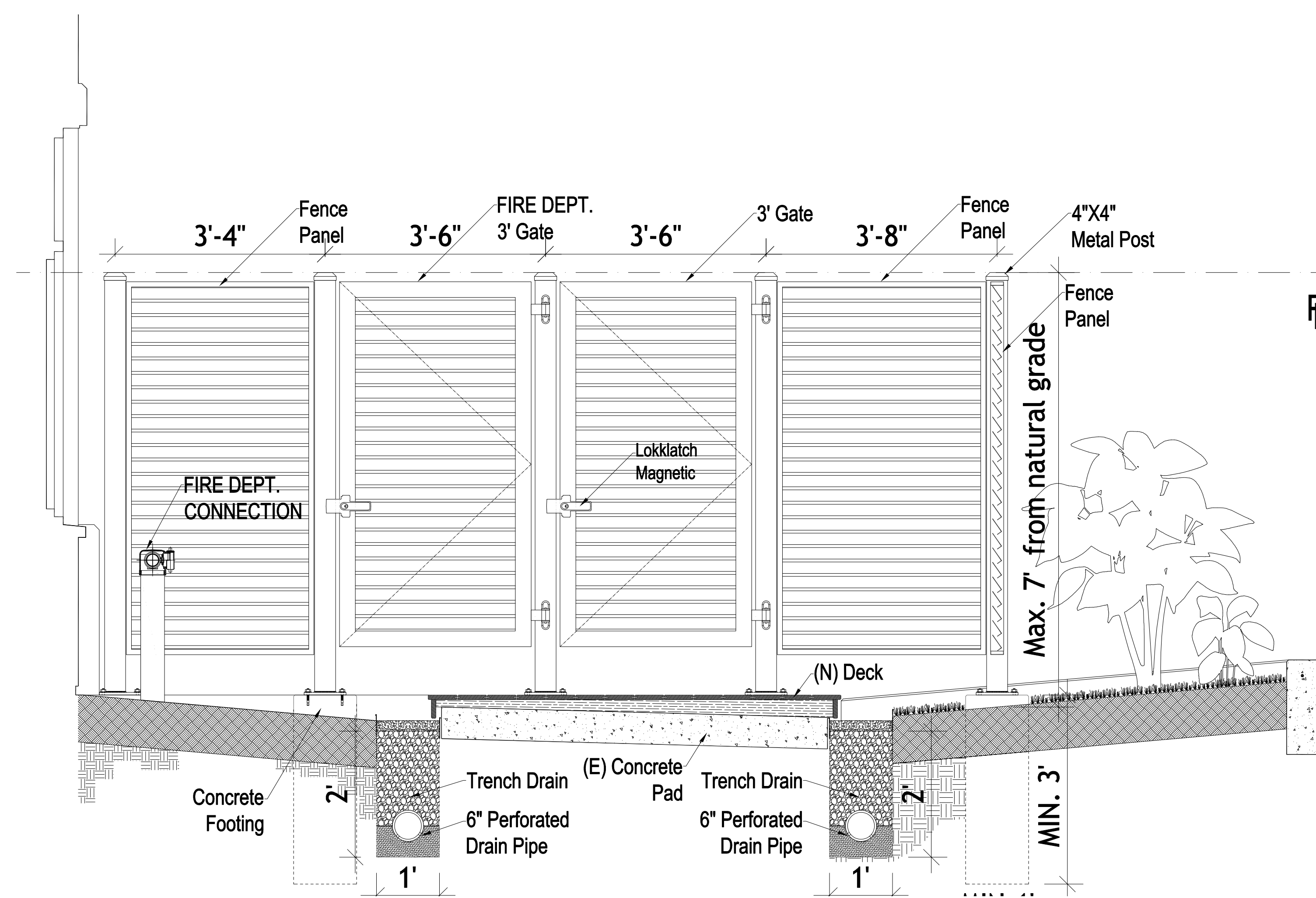
2 FRONT YARD - NORTH ELEVATION  
L1.3



3 FRONT YARD - SECTION A  
L1.3



4 FRONT YARD - SECTION B  
L1.3



REVISIONS

REV	DESCRIPTION	DATE
1	PERMIT RESPONSE	05/01/26

VIA BROADWAY  
UNIT A REMODEL

SITE:  
2521 BROADWAY  
BOULDER, CO 80304

EXTERIOR ELEVATIONS

USE REVIEW  
4 MARCH 2026

L1.3

COPYRIGHT 2026. ALL RIGHTS RESERVED

**December 26, 2025**

**City of Boulder, CO, Planning & Development Services**

**RE: USE REVIEW to convert 2521 Broadway, Unit A (first level facing Broadway) from office to residential.**

## **BACKGROUND**

Our client, the GSI Companies, with an office at 2336 Canyon, in Boulder, is interested in converting an existing commercial space they own into a residential unit. Ignacio Choza is their representative and he has just recently completed a similar conversion of the second level space directly above this one. Arcadea Architecture, which has now merged with Coburn Architecture, was the architect of record. The ADR approval was ADR2023-00150 and Permit number BLD-MXU2023-00020. The difference between the 2nd floor conversion and this one is the Appendix N overlay zone requirement that first floor uses be commercial in this portion of the BC-2 zone. Thus, a Use Review is required.

Below is a detailed response to Use Review and Boulder Valley Comprehensive Plan criteria. Drawings are submitted as separate files.

## **USE REVIEW CRITERIA**

Below, we have copied subsection (e) of 9-6-2(c)(1)(A)(iii) BRC 1981 which also states that the proposal "*will not adversely affect the intended function and character of the area as a neighborhood serving business area where retail-type stores predominate on the ground floor.*" Note that the portions of the sections below that we feel justify this use in this location and our responses are highlighted in green.

*(e) Criteria for Review: No use review application will be approved unless the approving agency finds all of the following:*

*(1)*

*Rationale: The use either:*

*(A) Provides direct service or convenience to or reduces adverse impacts to the surrounding uses or neighborhood;*

*(B) Provides a compatible transition between higher intensity and lower intensity uses;*

*(C) Is necessary to foster a specific city policy, as expressed in the Boulder Valley Comprehensive Plan, including, without limitation, historic preservation, moderate income housing, residential and nonresidential mixed uses in appropriate locations, and group living arrangements for special populations; or*

*(D) Is an existing legal nonconforming use or an expansion that is permitted under Subsection (f) of this section;*

*(2) Compatibility: The location, size, design, and operating characteristics of the use will be reasonably compatible with and have minimal negative impact on the use of nearby properties, or, for residential uses or*

*community, cultural, and educational uses in industrial zoning districts, the proposed development reasonably mitigates the potential negative impacts from nearby properties;*

*(3) Infrastructure: The use will not significantly adversely affect the infrastructure of the surrounding area, including, without limitation, water, wastewater and storm drainage utilities and streets, compared to an allowed use in the zoning district, or compared to the existing level of impact of a nonconforming use;*

*(4) Character of Area: The use will not change the predominant character of the surrounding area or the character established by adopted design guidelines or plans for the area; and*

*(5) Conversion of Dwelling Units to Nonresidential Uses: There shall be a presumption against approving the conversion of dwelling units in the residential zoning districts to nonresidential uses that are allowed pursuant to a use review, or through the substitution of one nonconforming use with another nonconforming use. The presumption against such a conversion may be overcome by a finding that the use to be approved serves another compelling social, human services, governmental or recreational need in the community, including, without limitation, a use for a daycare center, park, religious assembly, social service use, benevolent organization use, art studio or workshop, museum, or an educational use.*

### **APPLICANT RESPONSES**

1A: Since the Appendix N overlay was implemented in 2018, there has been a significant increase in the already dire need for more housing in Boulder coupled with a decrease in demand for office space and retail space. The demand for office space has shrunk by 30 percent or more due to the change to remote work. Similarly, the growth of online shopping has reduced the need for retail stores other than food and beverage and entertainment. Providing more moderate-income housing near to the newly planned Western City Campus and on a major bus route provides an important asset to the neighborhood. The location of this unit is not ideal for retail and especially not for food and beverage services. By providing walkable housing, this proposed change of use reduces local automobile traffic and parking demand.

1C: Housing provides a specific BVCP priority, as will be elaborated upon below.

2. The building already exists and all uses to the south and west of this building on the same side of the street for nearly two blocks are single-family residential as are the floors above in the same building.

3. Necessary infrastructure is already in place and can be connected to.

4. See # 2 above.

5. This policy item already points to the need for more housing.

### **BOULDER VALLEY COMPREHENSIVE PLAN CRITERIA (APPLICANT RESPONSES IN GREEN)**

The project aligns with the Boulder Valley Comprehensive Plan's emphasis on housing choice, sustainability, and complete neighborhoods. Providing housing near services reduces reliance on car trips and supports Objective Two (residential expansion).

*1.10 Growth Requirements: The overall effect of urban growth must add significant value to the community, improving quality of life. The city will require development and redevelopment to provide significant community benefits, achieve sustainability goals for urban form, and maintain or improve environmental quality as a precondition for further housing and community growth.*

This project will turn currently vacant office space that is in declining demand into highly valued residential use in a great location close to a grocery store and other services and on a well-traveled transit line.

*1.11 Jobs: Housing Balance Boulder is a major employment center, with more jobs than housing for people who work here. This has resulted in both positive and negative impacts, including economic prosperity, significant in-commuting and high demand on existing housing. The city will continue to be a major employment center and will seek opportunities to improve the balance of jobs and housing while maintaining a healthy economy. This will be accomplished by encouraging new housing and mixed-use neighborhoods in areas close to where people work, encouraging transit-oriented development in appropriate locations, preserving service commercial uses, converting commercial and industrial uses to residential uses in appropriate locations, improving regional transportation alternatives and mitigating the impacts of traffic congestion.*

The proposed use will add centrally located housing to Boulder, in a location convenient to transit and employment centers. This housing will replace office uses that are in declining demand, directly addressing the housing balance in the city. Proximity to existing retail and service industry centers will allow the residents to support existing community businesses.

1.22 Channeling Development to Areas with Adequate Infrastructure In order to protect and use past investments in capital improvements, new development and redevelopment will be located in areas where adequate public services and facilities presently exist or are planned to be provided under the city's CIP.

By redeveloping an existing space and transforming it from offices to well-located housing, this proposal will take advantage of existing city services and significant investments in the Alpine/ Balsam area, such as alternative transit options, utilities infrastructure, and nearby retail for a more vibrant and equitable neighborhood.

2.03 Compact Development Pattern The city and county will, by implementing the comprehensive plan (as guided by the Land Use Designation Map and Planning Areas I, II, III Map), ensure that development will take place in an orderly fashion, take advantage of existing urban services, and avoid, insofar as possible, patterns of leapfrog, noncontiguous, scattered development within the Boulder Valley. The city prefers redevelopment and infill as compared to development in an expanded Service Area to prevent urban sprawl and create a compact community.

As a redevelopment, this proposal inherently supports a Compact Development Pattern, increasing the residential density of the neighborhood. It works to create the vision of increased housing density set forth in the BVCP.

2.24 Commitment to a Walkable & Accessible City. The city will promote the development of a walkable and accessible city by designing neighborhoods and mixed-use business areas to provide easy and safe access by foot, bike and transit to places such as neighborhood centers, community facilities, transit stops or centers and shared public spaces and amenities (i.e., 15-minute neighborhoods). The city will consider additional neighborhood centers or small mixed-use retail areas where appropriate and supported by the neighbors they would serve. In some cases, the definition of mixed use and scale and character will be achieved through area planning.

See attached diagram of surrounding neighborhood assets within a fifteen-minute walking radius along with noted locations of single and multi-family residential areas.

**ADDITIONAL REASONS WHY THE CHANGE OF USE SHOULD BE APPROVED**

1. Given that this building is set back quite a distance from the sidewalk and even further from the street, and because its floor level is slightly below the sidewalk, it is not a great location for retail. There is also a huge existing tree that partially blocks the view of the front door.
2. There is sufficient retail in the blocks to the north of this site to provide necessary services for the area.
3. All four buildings to the south of this building on the same side of the street on this block are residential on the ground floor and above as are all but one building in the next block to the south.
1. There is no on-street parking on Broadway and no direct public access from the parking area on the alley to the front. This would make retail unlikely to succeed in this location.
2. Together, conditions 1- 4 above do not make a compelling case for a retail use. In addition, as mentioned above, the demand for both retail and office space has decreased significantly while the need for more housing has become critical. Providing more housing is now a City Council priority.
3. Not only is this unit not well suited for retail development, it is unlikely the HOA that controls the building would approve it being converted from office to retail. As Appendix N was originally intended to provide more ground floor retail uses, this objective would not be achieved anyway by denying the change of use.
4. The fenced-in private space is intended to provide privacy as well as private outdoor space to the proposed new residence. The fence will be a maximum 7' in height and it will remain 18" clear of the sidewalk.

Please feel free to reach out with questions. We look forward to hearing back from you soon.

Sincerely yours,

David Biek  
Senior Architect  
303.819.2424 (m)



**Pichacz, Alex**

---

**From:** Lorna Keeler <lmkeeler45@gmail.com>  
**Sent:** Monday, January 12, 2026 4:43 PM  
**To:** Pichacz, Alex  
**Subject:** Review Number LUR2025-00097

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**External Sender Notice** This email was sent by an external sender.

Hi Alex

We live at 2521 Broadway on the 3rd floor. My husband and I would both like to see Unit A converted to a living space. There is no parking next to Broadway in front of our building for a business. There is parking in the alley to the west of our building but people get confused and don't park where they should, creating problems for people who live off the alley

Unit B was recently converted to a living space and so far that is working very well.

Thanks for reading our input

Lorna Keeler

--

***Lorna Keeler, Boulder, Colorado***  
***[lmkeeler45@gmail.com](mailto:lmkeeler45@gmail.com)***



**CITY OF BOULDER  
PLANNING BOARD INFORMATION ITEM**

**TO:** Planning Board

**FROM:** Alison Rhodes, Director of Parks and Recreation  
Mark Davison, Planning Manager, Parks and Recreation  
Shihomi Kuriyagawa, Senior Landscape Architect, Parks and Recreation  
Jake Minden, Landscape Architect, Parks and Recreation

**DATE:** June 23, 2026

**SUBJECT: Civic Area East Bookend Public Private Partnership RFP**

---

**EXECUTIVE SUMMARY**

This memo provides an overview of the upcoming Civic Area East Bookend Public Private Partnership (P3) process and highlights considerations related to planning efforts within the project area. Staff seeks to inform the Planning Board about the anticipated Request for Proposals (RFP) planned for later this summer and about the role the Planning Board will have in the future for this development effort. This update is informational only; no formal action is requested at this time.

**PROJECT BACKGROUND**

Figure 1: East Bookend Public-Private Partnership Plan



*This shows the area outlined in yellow of the East Bookend scope that will be offered for partnership as well as an area in the West Bookend for optional opportunity.*

The Civic Area's East Bookend includes city-owned properties generally located between 13th and 14th Streets, Canyon Boulevard, and Arapahoe Avenue. It encompasses one of the most prominent areas of downtown Boulder, connecting key public spaces and city uses. With three properties designated as individual landmarks and other city buildings becoming available for reprogramming in the future, this development represents a key opportunity to revitalize and activate this part of downtown Boulder. As part of a city-wide effort to rethink Boulder's urban core, the [2015 Civic Area Plan](#) envisions this block and its surroundings as a hub of urban living connected to active park amenities, lively commercial spaces, and iconic views of the Flatirons.

Three themes guide the development priorities for the East Bookend; food – strengthening and celebrating the relationship with Boulder County Farmer's Market and the region's agriculture; recreation – connecting to adjacent amenities like enhanced park features and Boulder Creek; and arts and culture –amplifying art, performance, cultural events, and welcoming Sundance to downtown Boulder. Investments into downtown spaces such as the East Bookend will support the economic health, community vibrancy and success of a connected urban center. New development in the East Bookend will help implement the community vision and goals set forth in the Civic Area Plan as well as city-wide goals, including opportunities for adaptive reuse, cultural programming, economic activity, and enhanced safe public spaces.

### **Why Partnership**

A public-private partnership (P3) offers a strategic opportunity to achieve the community's vision for the Civic Area by combining public goals with private-sector investment, design creativity, and operational expertise. The P3 process will focus on the East Bookend and include the option of incorporating properties on the West End, as shown in the diagram on page 1.

Through a P3, the city can leverage its assets to catalyze development that delivers community benefits, activates the site through programming and public use, and attracts new sources of capital and investment. This approach can also reduce the city's long-term role in facility management while generating revenue through mechanisms such as land leases, property sales, and increased tax revenues, helping support both near- and long-term community priorities.

A P3 will also strengthen the longstanding partnership between the City of Boulder and the Boulder County Farmers Market, creating opportunities to enhance the market's role as a year-round community gathering place and economic driver while supporting its successful, long-term presence in the Civic Area.

### **Request for Interest (RFI)**

Earlier this year, the city issued a Request for Interest (RFI) to better understand market interest and gather ideas from potential development and programming partners. Nine teams responded to the RFI, representing a mix of development firms, cultural organizations, design teams, and local partners. The RFI was an informal process, and no development concepts or partnerships will be selected from the responses. The responses were intended to inform next steps, which the city team is now taking.

RFI respondents provided input in response to a core set of questions posed by the city, including thoughts on the potential mix of uses (civic, cultural, commercial, hospitality, recreation,

community-oriented etc.), as well as possible partnership and financing structures. The RFI listed the historic landmarks and resources on the block and provided an overview of the city's historic preservation regulations. Ideas for repurposing the landmark buildings included reprogramming spaces for a food hall, arts and cultural spaces, and other commercial uses. For a summary of findings from the RFI, please refer to the project page on the [city's website](#).

### **Request for Proposals (RFP) Process**

Based on insights gathered through the RFI, staff is developing a formal Request for Proposals (RFP) that it expects to release later this summer. The RFP will solicit formal partnership proposals and is intended to identify a qualified development partner capable of advancing a comprehensive concept planning effort to integrate historic resources, Civic Area Park Plan priorities, and long-term operations objectives.

Decisions regarding future ownership of city properties and future land uses will be evaluated during the concept planning phase following selection of a development partner through the RFP process. The city anticipates launching the concept planning process with the selected partner in early 2027.

### **PROJECT TIMELINE**

Project next steps include:

- Release of the East Bookend RFP: Summer 2026
- Evaluation and selection of a development partner: Late 2026
- Concept plan development: 2027
- Future concept plan, site review, and historic preservation review processes: Tentatively 2028
- Construction to start: Tentatively 2029/2030 based on entitlements, permitting, and market conditions

*\*All dates are subject to change pending the outcomes of key project milestones*

### **NEXT STEPS**

The next opportunity for Planning Board to provide input in the development process will be :

- Late 2027: The Concept Plan Review process will be an opportunity to provide feedback and hold a public hearing on the preliminary site design concept and proposed mix of uses.
- Tentative for 2028: The Site Review process, and potentially a rezoning application, if necessary.

Updates to the project process in general can be found on the [project webpage](#).

Staff appreciates Planning Board's continued partnership and expertise as development planning for the East Bookend and other Civic Area properties progresses.