



**Community Development Department**

2255 West Berry Avenue  
Littleton, Colorado 80120  
303-795-3748

Amy and Kyle Reed  
The Melting Pot  
2707 W. Main Street  
Littleton, CO 80120

November 14, 2018

Dear Mr. and Mrs. Reed:

This letter is notification of the department's decision that the tent structures on the east side of the Melting Pot restaurant located at 2707 W. Main Street are an impediment to the "uninterrupted visual enjoyment of the exterior and façade" of the historic building on the property and are therefore, not in compliance with the recorded "Conservation Easement in Gross" of January 7, 1983 (see attachment). The department requires the tent structures be removed by **February 18, 2019** unless a completed application is active and in process to amend the easement.

An application to amend the easement must include the following items:

1. A completed land development application form which may be found at <https://www.littletongov.org/building-development/planning-services/application-packets-development-process> ;
2. A notarized letter of authorization from the property owner; and
3. A proposed amended and restated Conservation Easement in Gross including updated site plans and elevations of proposed temporary or permanent structures.

Any such application will have the following anticipated process steps:

1. Internal review by staff and city attorney;
2. Review by the historic preservation board for recommendation;
3. Review and decision by the city council as a proposed ordinance (requires two readings, the first reading on consent and the second reading as a public hearing); and
4. If approved by city council, a subsequent certificate of appropriateness will be required through the historic preservation board along with any other necessary permits, each with separate application processes / fees, to construct the proposed structures.

All fees associated with public hearings shall be the applicant's responsibility. These include sign rentals, sign printing, and any costs associated with mailings. If you have any questions, please let me know.

Sincerely,

*Michael Sutherland*

Michael Sutherland, AICP  
Planning Manager  
Community Development Department  
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attachment: Conservation Easement in Gross (eight pages)

cc: Rebecca Thompson, Littleton Codes Specialist  
Jocelyn Mills, Community Development Director  
Mark Relph, Littleton City Manager