

APPLICATION Retail Conversion Grant

Date application submitted: 8/23/24

Date of pre-application meeting with LDDA/LEDP: _____

City Sales & Use Tax License No: 0128e36002 Date issued: 8/23/24

No. of existing employees (in Longmont, and globally if applicable): 4

No. of additional employees added as a result of this project (if applicable): 4

Business owner/operator: (Please include names of all owners/partners of the business)

Emily Weibcke & Sharon Gee

Business name (with dba if applicable): Juniper Goods

Business address: 659 4th Ave

City/state/zip code: Longmont CO 80501

Note: Only businesses located in the LDDA are eligible for this grant program.

Year business was established: 2024

Business phone: (970) 219-7710 Alternate phone: () _____

Email address: emily@junipergoods.co

Description of type of business and products or services provided:

see enclosure

Number of square footage to be occupied at conversion location: 2300

Percent of products sold outside Boulder County, if applicable: ~~0%~~ 5% online

Description of eligible conversion improvements (attach additional sheets if needed)

see enclosure

Description of how the project is compatible with the Downtown Longmont Master Plan of Development and/or the Advance Longmont Strategic Plan (documents on-line, <http://www.downtownlongmont.com/about/master-plan>, <http://www.longmont.org/Advance-Longmont.aspx> or on request).

(see enclosed materials)

Total Project Cost (approximately): \$ \$ 35,400

(Include all eligible grants costs and ineligible costs for the entire conversion project.)

If applicable, how much of this project cost is for equipment (approximately)? \$ 11,502

Total Retail Conversion Grant Costs \$ \$ 35,400

(Include only project costs eligible in the grant.)

Total Grant Request: \$ \$ 8,900

(25% of eligible project costs, maximum \$22,500)

Business Owner Applicant Name (Print or Type): Sharon Gee

Business Owner Signature: [Signature]

Date: 8/20/24

If applicable:

Property Owner Applicant Name (Print or Type): Greeley Sachs

Property Owner Signature: [Signature]

Date: 7/23/2024

Submit completed application to the LDDA. Incomplete applications will not be accepted.
Hard copy or electronic copy is allowed.

Del Rae Heiser, Downtown Specialist
Longmont Downtown Development Authority
320 Main St., Longmont, CO 80501

Email: delrae.heiser@longmontcolorado.gov / Phone: (303) 651-8586



Executive Summary for Change of Use, Permit Application, Health Code Full Plan Review and Retail Conversion Grant

Project Overview Juniper Goods is a new coffee shop and lifestyle store located at 659 4th Ave, Longmont, Colorado. Our goal is to transform the existing office space into a vibrant and welcoming coffee shop with minimal renovations. The property has been beautifully restored by the landlord, Greeley Sachs, featuring new wood floors that we intend to preserve and enhance with our design.

Scope of Work To meet the requirements for converting the space into a coffee shop, we propose the following minimal revisions:

1. **Plumbing Extension:** Extend the existing plumbing to accommodate the coffee bar and kitchen bar installations. This includes adding necessary water and drainage lines for coffee machines, sinks, and other appliances.
2. **Electrical Installations:** Install additional electrical outlets to support the coffee shop equipment and ensure compliance with safety standards. The electrical plans are detailed in the enclosed architectural drawings.
3. **Coffee Bar and Kitchen Bar Installation:** Install a custom-designed coffee bar and kitchen bar to serve customers and prepare food and beverages. These installations will be integrated seamlessly with the existing space.

Enclosed Documentation Folder: [Juniper Goods Coffee House Specifications & Applications](#)

For your review, we have enclosed the following documentation:

1. **[Architectural Drawings - Schematic Coordination Set](#):** Detailed plans showing the layout and design of the coffee shop, including the placement of new plumbing and electrical installations that we can use for our walkthrough together with Justin Bowser (GC).
 - a. **Electrical Plans:** Included within the architectural drawings, detailing the installation of additional electrical outlets and necessary wiring.
2. **[3D Model Renderings](#):** 3D model rendering that detail the intended outcome of the space post-build-out, providing a visual representation of the completed project, including the coffee bar and wine bar areas. We have these files in .skp format if you would like to see the 3D files themselves for any reason.
3. **[Plumbing Plans](#):** Detailed plans for extending the plumbing to support the new coffee bar and kitchen bar.
4. **[Equipment List and Specifications](#):** A comprehensive list of the equipment we intend to install, with a link to a folder containing spec sheets for all equipment. This includes the equipment for both the Coffee Bar and Wine Bar. (this list of equipment is not included in the estimate for the Retail conversion grant)
5. **[Change of Use Application](#):** The formal application for changing the use of the space from office to coffee shop, completed in accordance with city regulations.

Objective: Our objective is to obtain the necessary permits and change of use forms to ensure full compliance with all city laws and regulations. We aim to complete the minimal required renovations promptly, allowing Juniper Goods to open in July. This timeline is critical to our business strategy, aligning with our planned opening event and the peak summer season.

Contact Information: For any further information or clarifications, please do not hesitate to contact us. We are committed to working closely with the city inspectors to meet all requirements and ensure a smooth approval process.

Thank you for your time and consideration.

Sincerely,



Emily Luebcke, Partner
emily@junipergoods.co
+1 720.201.8078
Sharon Gee, Partner
sharon@junipergoods.co
+1 970 219 7710

Supporting Documents

- Detailed description of conversion project:
 - [Executive Summary for Change of Use and Permit Application](#)
- City of Longmont Sales & Use Tax License

OPEN TASKS

Juniper Goods

1. New Business License Application

▶ Pending Approval: 1, Initial Account Approval (new)

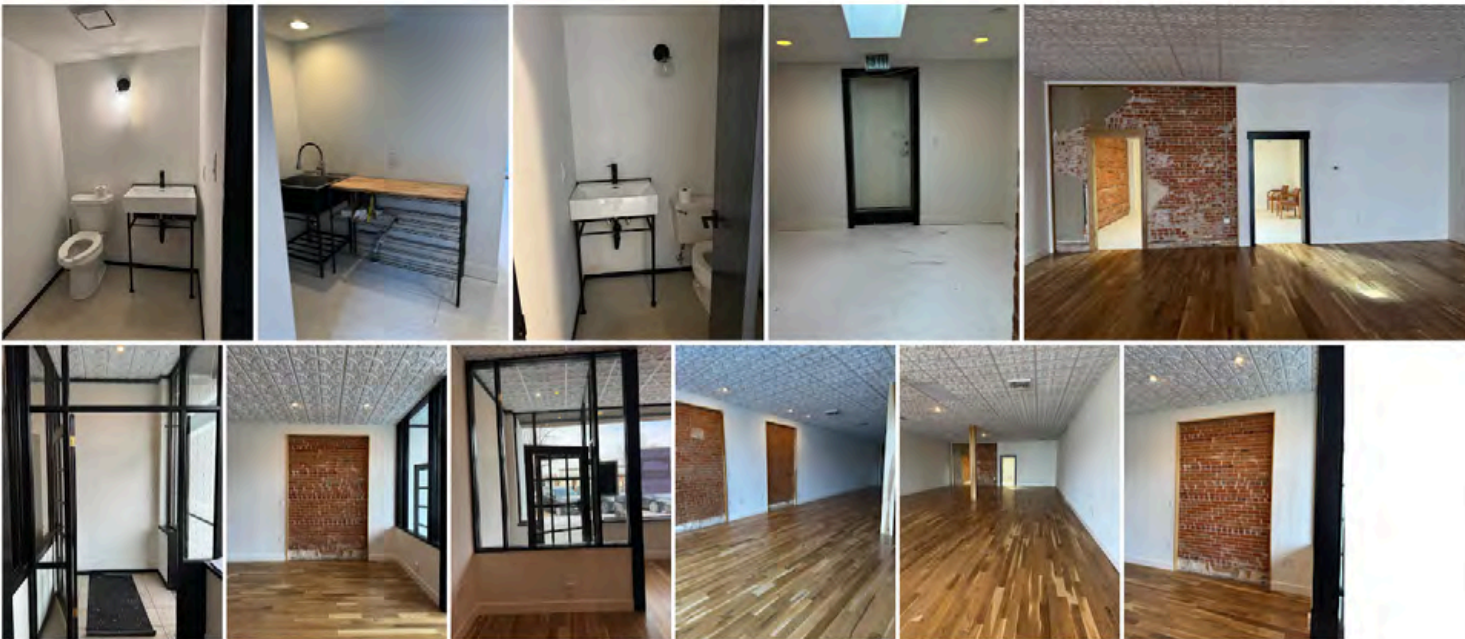
Manage Your Account(s)

Make Account Changes by clicking on your account(s) below.

Account Name	DBA	Lic#	Code
 Juniper Goods	Juniper Goods	0128636002	9U5FRS

▶ Add or remove accounts from your user login by clicking here.

- Before photos of the conversion project:
 - <https://photos.app.goo.gl/4XEKf812dTdGN5au7>



- Contractor Bids: **Retail Conversion Grant Contractor Bids**
 - General Contractor:
 - Bid 1 (GC + Electric) Restoration Union - **\$17,000 - RECOMMENDED**
 - **GC + Electric - Restoration_Union_Estimate_2137_Juniper...**
 - Bid 2 (GC only DAT Construction) - \$7500
 - **GC + Electric - Restoration_Union_Estimate_2137_Juniper...**
 - Electric
 - **Bid 1 - included in GC estimate (RECOMMENDED)**
 - Bid 2 Live Wires - \$16,998
 - **Electric2-Est_326_from_Live_Wires_LLC_9288.pdf**
 - Plumbing
 - **Bid 1 - Mechanical Masters - \$18,600**
 - **Plumbing1-Juniper Goods Longmont.pdf**
 - Bid 2 - Garts Plumbing - \$13,750
 - **Plumbing2-Estimate_1069_from_Garts_Plumbing_LLC.pdf**
 - **REQUESTED AMOUNT for retail conversion grant:**
25% of \$35,600 (total) = \$8900
- Architectural Renderings
 - **Architectural Plans - 08-14-2024 659 4th Ave - Tenant Improvement Rev 1_...**
 - **6. Moodboards**
- Signed Lease
 - **659 4th Ave. Longmont CO Lease Final v2.pdf**
- W9
 - **JuniperGoodsW9.pdf**
- Juniper Goods' business plan aligns closely with the Downtown Longmont Master Plan of Development in several key ways:

1. Economic Vitality

The Downtown Longmont Master Plan emphasizes the importance of enhancing economic vitality through the attraction and retention of diverse retail businesses that can generate foot traffic and create a vibrant downtown experience. Juniper Goods contributes directly to this goal by offering a unique combination of specialty coffee and curated retail products that attract both local residents and visitors. Our business model focuses on generating sales taxable transactions within Longmont, which supports the economic growth of the downtown area.

2. Community Engagement and Gathering Spaces

One of the central tenets of the Downtown Master Plan is to create spaces where the community can gather, socialize, and engage. Juniper Goods is designed as a

welcoming, community-oriented space where people can enjoy high-quality coffee, browse for fashion and home goods, and participate in events like coffee tastings and local artisan pop-ups. By fostering a sense of community and providing a venue for social interaction, Juniper Goods supports the plan's vision of a lively, interactive downtown.

3. Sustainability and Local Sourcing

The Master Plan prioritizes sustainability and the support of local businesses. Juniper Goods is committed to sustainability by sourcing products locally, including partnering with nearby coffee roasters, bakeries, and artisans. Our focus on sustainable practices, such as offering eco-friendly products and reducing waste, aligns with the Master Plan's goals to promote environmentally responsible business practices within the downtown district.

4. Diversity of Retail Offerings

The Master Plan calls for a diverse mix of retail offerings to cater to a wide range of customers and enhance the overall downtown shopping experience. Juniper Goods contributes to this diversity by providing a niche combination of coffee and retail, which differentiates it from other businesses in the area. Our store offers a unique blend of products that appeal to a specific demographic, thereby broadening the retail landscape in downtown Longmont.

5. Design and Aesthetic Contribution

The Downtown Master Plan emphasizes the importance of maintaining and enhancing the aesthetic quality of the downtown area. Juniper Goods' interior design and exterior remodeling plans are thoughtfully curated to reflect a modern, inviting aesthetic that complements the overall look and feel of downtown Longmont. By investing in high-quality design and ensuring our storefront is visually appealing, we contribute to the Master Plan's goal of creating an attractive and cohesive downtown environment.

In summary, Juniper Goods' business plan is fully compatible with the Downtown Longmont Master Plan of Development, as it promotes economic vitality, fosters community engagement, supports sustainability, enhances retail diversity, and contributes to the aesthetic quality of the downtown area.

Contact Details

Emily Luebcke, Partner

emily@junipergoods.co

+1 720.201.8078

Sharon Gee, Partner

sharon@junipergoods.co

+1 970 219 7710

Shop the collection at www.junipergoods.co

Follow us on [instagram](#) @junipergoods.co

Find us on Google: [📍 Juniper Goods](#)

THE RESTORATION UNION

5371 Tennyson St.
Unit #3
Denver CO 80212

www.therestorationunion.com
(573) 673-1093

Juniper Goods

Inv. 2137

Bill To: Emily Luebcke

Property Location: 659 4th Ave
Longmont CO 80503

DESCRIPTION OF WORK

Includes framing, concrete cutting, drywall, electrical and tile labor

ITEMIZED ESTIMATE : TIME AND MATERIALS

	QTY	AMOUNT
8.1.24		
Framing		\$ 2,000.00
<i>Labor & Materials</i>		
Waterproof Drywall & FRP		\$ 1,000.00
<i>Labor & Materials</i>		
Tile - Customer Facing Walls		\$ 5,000.00
<i>Labor Only</i>		
Electrical		\$ 6,000.00
<i>Puling Circuits for new equipment</i>		
Concrete Cutting - for plumbing lines		\$ 2,000.00
<i>This will be a T&M Basis - estimating around \$2000.</i>		
<i>Delivery Charges</i>		
<i>Travel/Equipment Expenses</i>		\$ 1,000.00
JOB SUBTOTAL		\$ 17,000.00

	20% Material & Subs Charge	\$ -
	Amount Paid To Date	
FINAL TOTAL		\$ 17,000.00

All material purchases are subject to sales tax applicable to the area purchased and must be paid in full with in 14 days of project completion. Project Total will be paid in full within 30 days of project completion. 15% up-charge incurred after 30 days for both material and remaining balances. This 15% up-charge will continue every 30 day cycle in perpetuity, until balances are paid in full.

D.A.T Construction

445 Sumner Street
 Longmont, CO 80501 US
 +1 7202533322
 datconstruction17@yahoo.com

Estimate

ADDRESS

Emily Luebcke
 22 James Circle
 Longmont, CO 80501

ESTIMATE # 1303**DATE 03/18/2024****P.O. NUMBER**

Coffee Shop

ACTIVITY	QTY	RATE	AMOUNT
Coffee Shop			
Material for job 2x4x14 2x4x8 Ship Lap Drywall Mud Screws Cabinets	1	3,000.00	3,000.00
Build Front counter Coffee bar. Build Bar in back room. Build Milk bar. Build Dressing room in back. Install cabinets for front counter. Labor only	1	4,500.00	4,500.00
TOTAL			\$7,500.00

Accepted By

Accepted Date

The highest compliment our clients can give
 us is an introduction to their friends & family.
 Thank you for your continued trust & confidence.

Live Wires, LLC
 P.O. Box 163
 Firestone, CO 80520
 (303) 552-6053

Estimate

Date
6/5/2024

Name / Address
Juniper Goods Emily Luebcke 659 4th Ave. Longmont, CO 80501

Description	Qty	Rate	Total
Juniper Goods - 659 4th Ave. Longmont CO 80501 Bid is for complete electrical to the following additions & equipment. Coffee Bar: - Brew Grinder 1 Bunn 120v - Brew Grinder 2 Fetco 120v - Coffee Grinder 1 Mazzer Luigi Spa 120v - Coffee Grinder 2 Mazzer Luigi Spa 120v - Double Glass Door Fridge #ABB-48G 120v - Double Brewer Fetco 120v - Espresso Machine La Marzocco 240v - 2 Door Fridge #ABB-48 120v - 4 Pendant Lights - 4 ceiling Track Lights Wine Bar: - Dishwasher U34B 120v - Ice Machine Dews 120v - Auto Chlor System AB10 Booster Heater 240v, 60amp - 3 Door Kegerator 120v Service: Thank you for this opportunity.		16,998.58	16,998.58
		Subtotal	
		Total	

Signature _____

Phone #	Fax #	E-mail	Web Site
303-552-6053		ron@livewiresllc.com	www.livewiresllc.com

Live Wires, LLC
P.O. Box 163
Firestone, CO 80520
(303) 552-6053

Estimate

Date
6/5/2024

Name / Address
Juniper Goods Emily Luebcke 659 4th Ave. Longmont, CO 80501

Description	Qty	Rate	Total
-100 amp single phase 120/240 volt 30ckt main lug sub panel in data room. Exceptions: Any permit fee's. Any utility fee's. Any local city, state, county fee's. Any lift rentals. Any dirt work, digging, trenching, or backfill. Any light fixtures or lamps Any patching of drywall or any other cutting or patching of building material. Complete electrical Installation of new electrical wiring will be done according to the 2020 National Electrical Code. Cutting of drywall or any other building or finished material may be necessary, and the repair is not the responsibility of Live Wires, LLC. Any other wiring or extra's will be a additional charge agreed upon by owner and Live Wires, LLC			
Thank you for this opportunity.	Subtotal		
	Total		

Signature _____

Phone #	Fax #	E-mail	Web Site
303-552-6053		ron@livewiresllc.com	www.livewiresllc.com

Live Wires, LLC
P.O. Box 163
Firestone, CO 80520
(303) 552-6053

Estimate

Date
6/5/2024

Name / Address
Juniper Goods Emily Luebcke 659 4th Ave. Longmont, CO 80501

Description	Qty	Rate	Total
before any work will be performed. Fixtures that take more than 15 minutes to hang, ceiling fans 30 minutes, will have additional charges. Will be charged on a time & material basis at \$85 hr.			
Thank you for this opportunity.		Subtotal	\$16,998.58
		Total	\$16,998.58

Signature _____

Phone #	Fax #	E-mail	Web Site
303-552-6053		ron@livewiresllc.com	www.livewiresllc.com



"The Plumbing and Heating Specialists"

-BUDGET PROPOSAL-

Date: March 10, 2024

To: Juniper Goods

Attn: Emily Luebcke

Job: Juniper Goods Longmont Tenant Improvement

Thank you for the opportunity to provide this proposal. Included in our proposal is all labor and materials to complete the following:

INCLUSIONS:

- Excavate & backfill for underground plumbing
- Provide & install plumbing to owner provided (2) hand sinks, (1) prep sink, (1) ice maker, (1) dish machine, (2) 3 compartment sink
- Indirect drain piping for owner provided equipment
- Solid core PVC waste & vent system
- Pex water piping
- Pipe insulation for all new water piping installed (code required)
- (3) 3" floor sinks
- Connect to existing electric water heater
- Hot water recirculation pump
- Tax 4%

EXCLUSIONS:

- Concrete removal or replacement
- Backfill material (re-use existing soil)
- Haul off of excess dirt (will be placed in site dumpster provided by others)
- Main water backflow & certification (City of Longmont may required new backflow on water service)
- All equipment & appliances (owner provided)
- Any work to existing restrooms (assumed existing meets code)
- Condensate piping
- Grease trap (assumed not required)
- Mop sink (assumed not required)
- Gas piping
- HVAC of any kind
- Electrical of any kind
- Meters, permits, and fees of any kind

Budget:

\$18,600.00

Plumbing bid #2

Garts Plumbing LLC.

3260 Tamarac lane
Johnstown, CO 80534 US
lougart@gartsplumbing.com

Estimate

ADDRESS
Emily
659 4th Ave
Longmont
CO
80504

ESTIMATE 1069
DATE 07/01/2024

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Commercial Plumbing	Labor and Materials for complete rough and finish plumbing PVC schedule 40 piping below grade DWW NO hub cast iron above grade DWW TYPE L hard copper tubing for domestic hot/cold/recirc. water INCLUSIONS all floor sinks Mop sink basin and faucet Recirc pump at water heater heater with required components. Sanitary sewer locates. EXCLUSIONS- any concrete cutting and removal Drywall removal Domestic water pipe insulation	11	1,250.00	13,750.00

Thank you for your business.

SUBTOTAL	13,750.00
TAX	0.00
TOTAL	\$13,750.00

Accepted By

Accepted Date