



**Vermeltfoort Architects Inc.**  
**Architecture and Planning**

## **MEMORANDUM**

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**DATE:** January 8, 2019  
**TO:** City of Fresno  
**FROM:** Robert Vermeltfoort  
**RE:** Operational statement  
2471 E. Fir Ave., Fresno, CA 93720

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We are proposing a new office complex at 2471 E. Fir Ave., at the southwest corner of Fir Ave. and Dearing Ave. (APN number 404-083-29). The existing lot is currently a vacant dirt lot zoned O/EA/UGM/CZ, with a planned land use of CO – Employment Office, under the Woodward Park community plan. This project is being submitted by Robert Vermeltfoort of Vermeltfoort Architects, Inc. on behalf of the property owners.

Our proposal consists of four buildings, totaling 36,325 square feet. These buildings will be done under a single phase, with the interior tenant improvements done at a later date, per individual client specifications. We are proposing one cross-access point to the office complex to the West, and one cross-access point to the office complex to the East. These will not have any adverse affects on the neighboring properties, as they will provide a better traffic flow for vehicles, and easier access for trash & emergency vehicles.

There will be no negative impact to traffic as this is a well-established area. The future office building tenants will be open during normal business hours, and will employ approximately 120 people (+/- 30 employees per building). Deliveries will be by a standard size delivery truck (FedEx, UPS, etc.), and will be during normal business hours.

Noise generating activities will not exceed that of the traffic flow on Herndon Ave. or Fir Ave., and will not affect the neighboring office buildings. All utilities are available from Fir. Ave.

If you have any questions, please do not hesitate to contact this office.

Thanks,  
Robert Vermeltfoort