

**Planning & Development Department
Planning & Engineering Divisions
Monthly Report for April 2010
May 11, 2010**

Activity

- [Land Use Applications](#) – There were 2 applications compared to 4 in 2009.
- [Pre-Submittal Applications](#) – There was 4 application compared to 3 in 2009.
- [City Council](#) – City Council heard 10 land development projects compared to 2 in 2009.
- [Planning and Zoning Commission](#) – There was 1 project heard compared to 1 in 2009.
- [Board of Adjustment](#) – There were 2 variance requests heard compared to 1 in 2009.
- [Fence Permits](#) – There were a total of 21 applications compared to 14 in 2009. Average number of days to approve was 4.4 business days.
- [Sign Permits](#) – There were a total of 11 applications compared to 13 in 2009. Average number of days to approve was 5.8 business days.
- [Right-of-Way Permits](#) – There were 10 permits issued compared to 4 in 2009.
- [Subdivision Improvement Agreements](#) – There was 1 SIA's submitted compared to 0 in 2009.
- [Construction Drawings](#) – There was 1 CD application compared to 2 in 2009.
- [Infrastructure Inspection](#) – There were 14 individual projects/sites inspected this month. City staff spent a total of 64 hours performing these inspections compared to 85 hours in 2009.
- [CMRS Permits](#) – There were 3 permits issued compared to 0 in 2009.
- [Other Fees](#) – There was \$202 in revenue for this category in 2010 and 0 in 2009.
- [Visitors](#) – There were 96 visitors; an average of 4.4 per work day.
- [Customer Surveys](#) – Surveys were received from Code Enforcement, Building and P&D clients. Overall the feedback has been positive. Staff will continue to make improvements based upon suggestions.

Revenue

[Total revenue](#) – April monthly revenue was \$27,166 compared to \$17,834 in 2009. YTD \$86,952 in revenue has been collected, which is 51% of the 2010 projected budget of \$165,714. We anticipated \$65,296 in The Freedom Grant and EECBG Stimulus Grant that will come in later this summer. Factoring out the grant we are at 84% of budget.

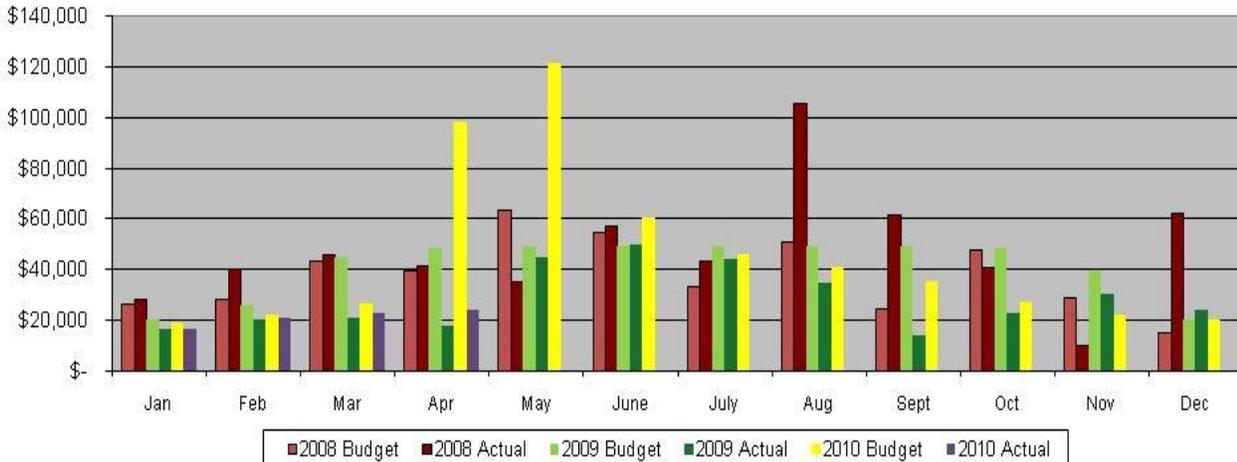
P & E Special Projects

- **Transportation Master Plan** – the first series of public meetings for the TMP are scheduled for Tuesday, May 18th at the Smoky Hill Library and Wednesday, May 26th at the Southglenn Library.
- **Breakfast with P&D** – our first P&D breakfast meeting is scheduled for Thursday, May 20th. We have started e mail blast and will be posing notices in the Villager.
- **Civic Center Park** – Design Development drawings for the phase I area have been submitted and reviewed. The neighborhood meeting for the FDP submittal was held in March and the 50% construction drawings and FDP submitted in April. Staff presented a report and update to Council on May 10th regarding budget alternatives for phase I.

Revenue

In April, the total revenue received was \$27,166. YTD the Planning & Engineering revenues of \$86,952 are roughly 52% of the projected 2010 YTD budget of 165,714.

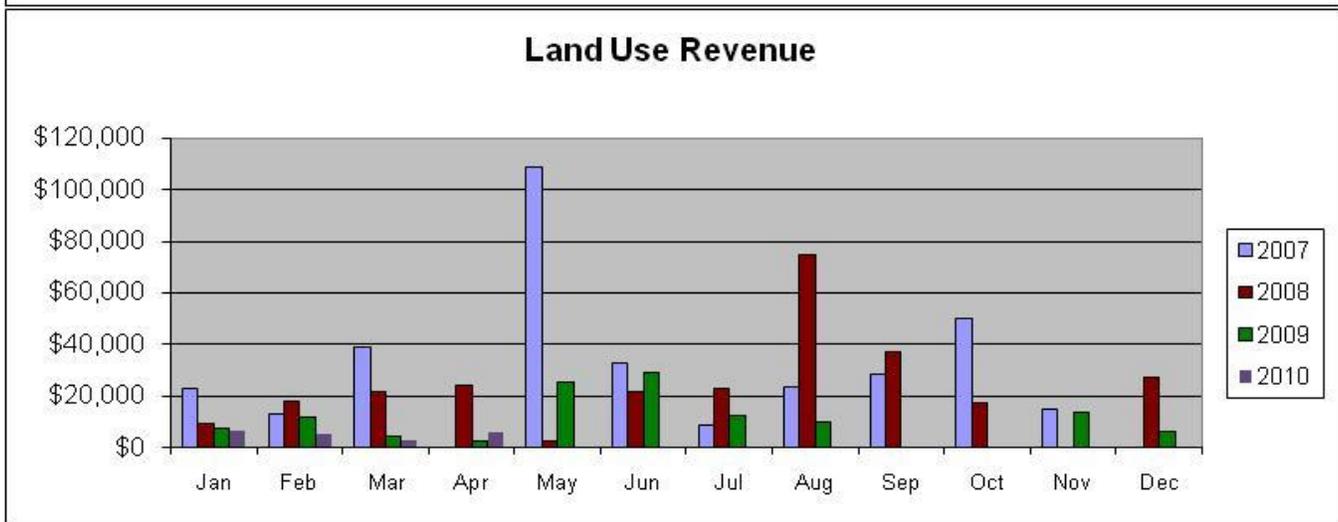
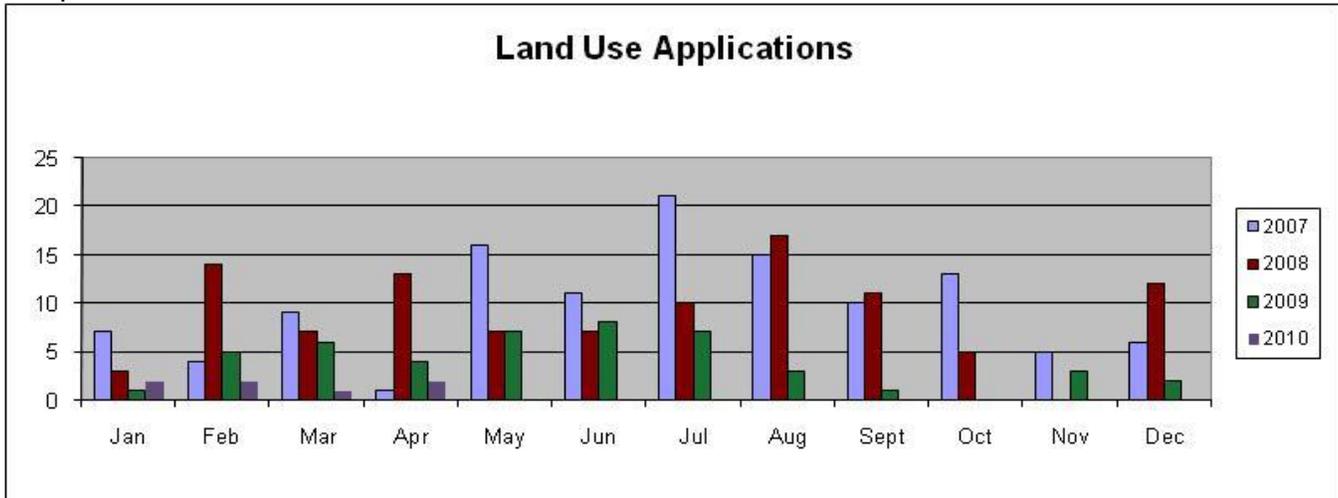
April/May revenues were projected to be higher. The City anticipated receiving The Freedom Grant for Bus Bench and EECBG Stimulus Grant for Paperless Review of \$65,296 each month.



- **Land Use Applications** – YTD \$18,741 in revenue has been collected, which is below the 2010 projected budget of \$33,500.
- **Fence Permits** – YTD \$9,534 in revenue has been collected, which is above the 2010 projected budget of \$3,450.
- **Sign Permits** – YTD \$28,434 in revenue has been collected, which is above the 2010 projected budget of \$16,100.
- **Right-of-Way Permits** – YTD \$,916 in revenue has been collected, which is above the 2010 projected budget of \$3,700.
- **Subdivision Improvement Agreements** – YTD \$1,000 in revenue has been collected, which is below the 2010 projected budget of \$3,000.
- **Construction Drawings** – YTD \$6,500 in revenue has been collected, which is above the 2010 projected budget of \$6,000.
- **Infrastructure Inspection** – YTD \$1,000 in revenue has been collected, which is equal to the 2010 projected budget of \$1,000.
- **Legal Fees** – YTD \$5,500 in revenue has been collected, which is above the 2010 projected budget of \$5,000.
- **CMRS Fees** – YTD \$6,000 has been collected, which is above the 2010 projected budget of \$4,668.
- **Other Fees** – YTD \$404 has been collected, which is below the 2010 projected budget of \$24,000. This budget amount includes all miscellaneous fees and revenue including Engineering hours from Open Space. We collected \$2.923 YTD for City & County Use Tax.

Land Use Applications

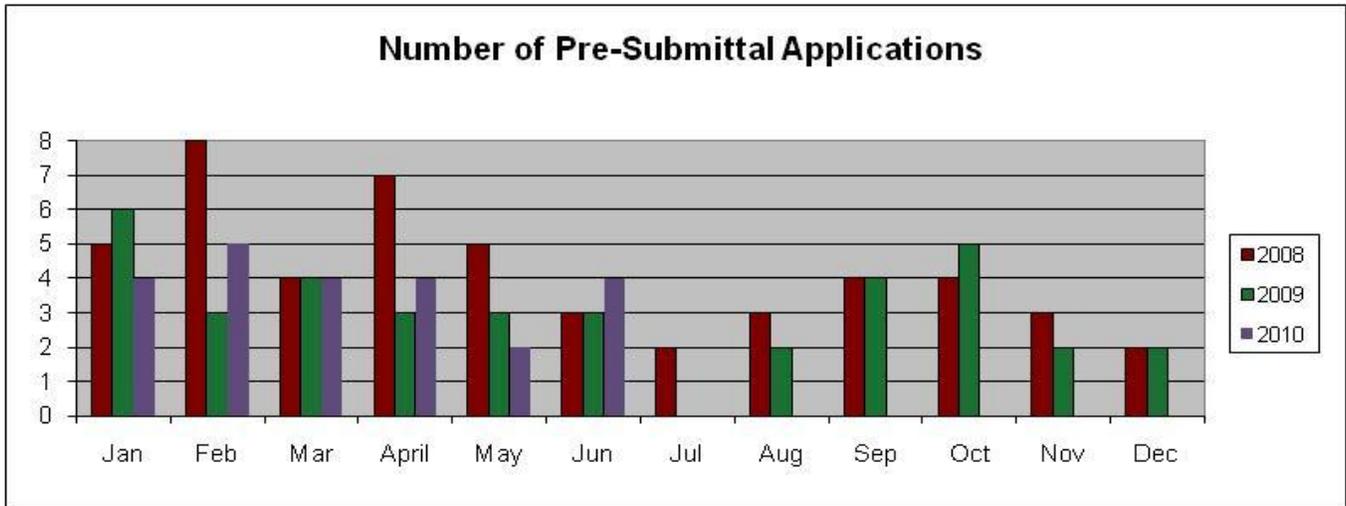
In April, the City received 2 land use applications with \$4,761 in monthly revenue. YTD land use application activity is lower than the previous year and YTD revenues are lower. YTD applications for 2010 are 7 compared to 16 in 2009. YTD revenues for 2010 are \$18,741 compared to \$26,293 for 2009.



Land Use Applications Submitted (April 2010)		
Land Use Case Number	Project Name	Open Date
LU-10-0009	Highlands Pump Station FDP-1A-AA	4/12/2010
LU-10-0008	Heritage Green Metro District Service Plan	4/09/2010

Pre-Submittal Applications

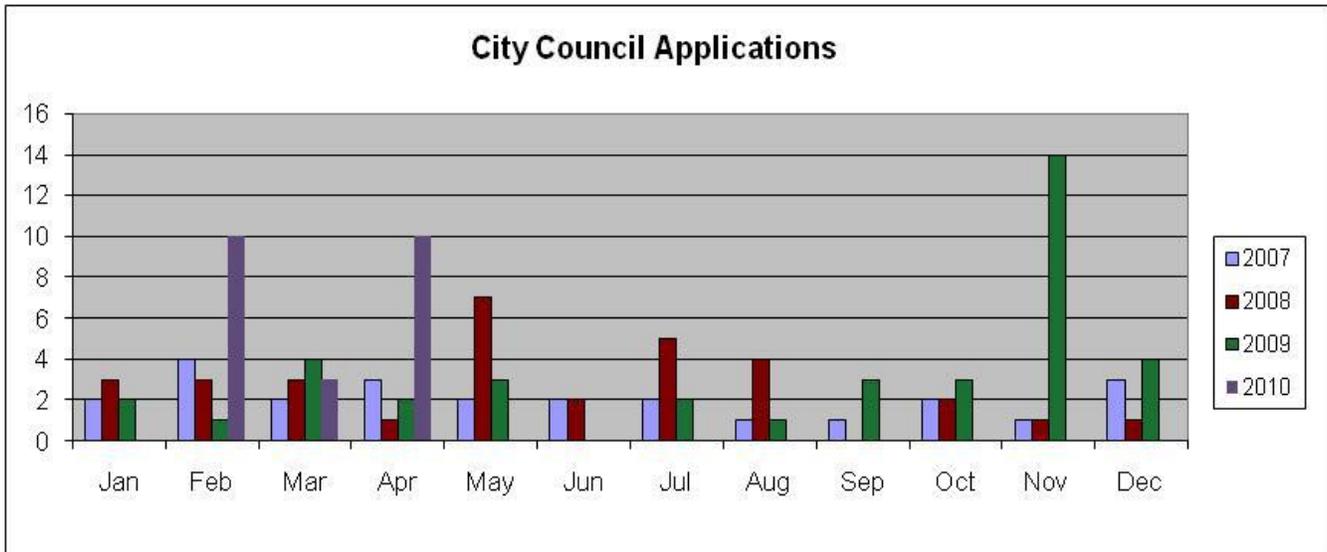
In April, the City received 4 pre-submittal application compared to 3 in 2009.. YTD pre-submittal activity is higher than the previous year. YTD total applications received for 2010 are 17 compared to 16 for 2009. The City began tracking pre-submittal applications in 2008.



Pre-Submittal Applications Submitted (April 2010)		
Pre-submittal Case Number	Project Name	Open Date
PS-10-00001	Sterling Auto Body	4/05/2010
PS-10-00007	Hinsdale Sign	4/08/2010
PS-10-00013	8255 Chester Street	4/15/2010
PS-10-00021	7305 South County Line Road	4/20/2010

City Council

In April, City Council heard 10 Planning and Development projects as compared to hearing 2 in 2009. YTD, City Council has heard 23 development projects as compared to 7 in 2009.



Land Development Projects Heard by City Council (April 2010)

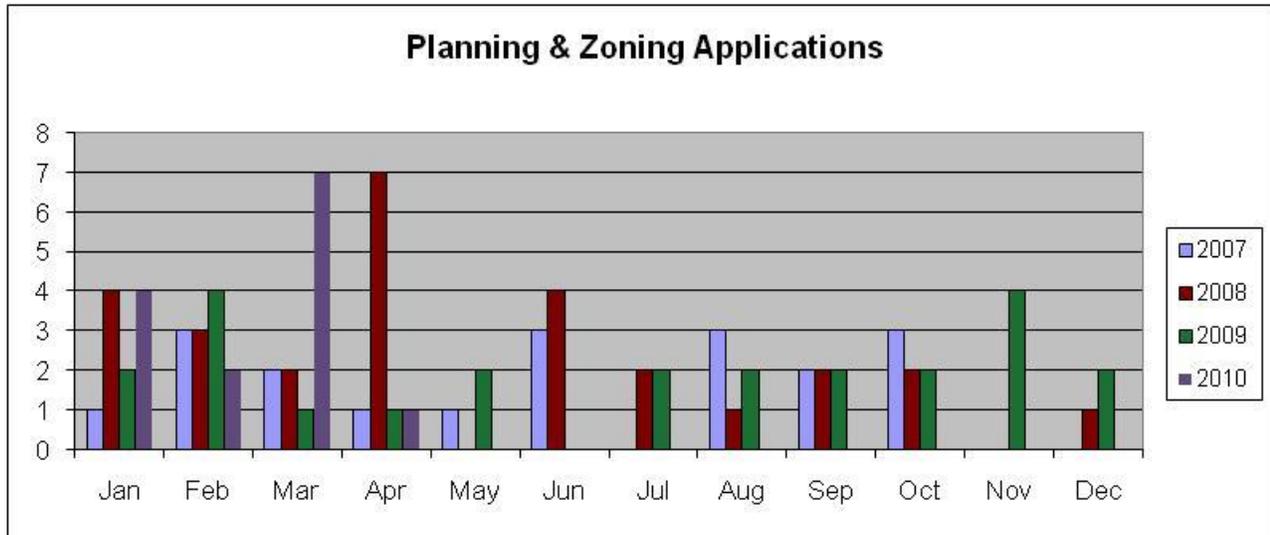
Description	Case Name	Case Number	Hearing Date	Action
Land Use	Valley Club Lanes PDP Amendment	LU-0911-005	04/05/2010	Approved
Land Use	Valley Club Lanes FDP	LU-0911-004	04/05/2010	Approved
Land Use	Vista Verde Estates PDP, Plat Replat	LU-0906-005 & 007	04/05/2010	Approved
Land Use	Vacant, Abandoned & Dangerous Building	NA	04/05/2010	N/A
Land Use	Building Services RFP	NA	04/05/2010	N/A
Land Use	Bus Bench Maintenance Agreement	NA	04/05/2010	Approved
Land Use	Joint Meeting Transportation Master Plan	NA	04/12/2010	N/A
Land Use	Land Development Code Public Hearing	NA	04/19/2010	Approved
Land Use	IGA w/RTD Re: New Freedom Grant	NA	04/19/2010	N/A
Land Use	Tagawa Construction Contract	NA	04/19/2010	Authorized

Land Development Projects Scheduled for City Council (May 2010)

Description	Case Name	Case Number	Hearing Date
Land Use	2 nd Reading for the 7 th Amendment to the Arapahoe Airport PDP (COVOCO Volleyball)	LU-10-03-001	05/03/2010
Land Use	SIA to PIA Conversion	NA	05/17/2010

Planning & Zoning Commission

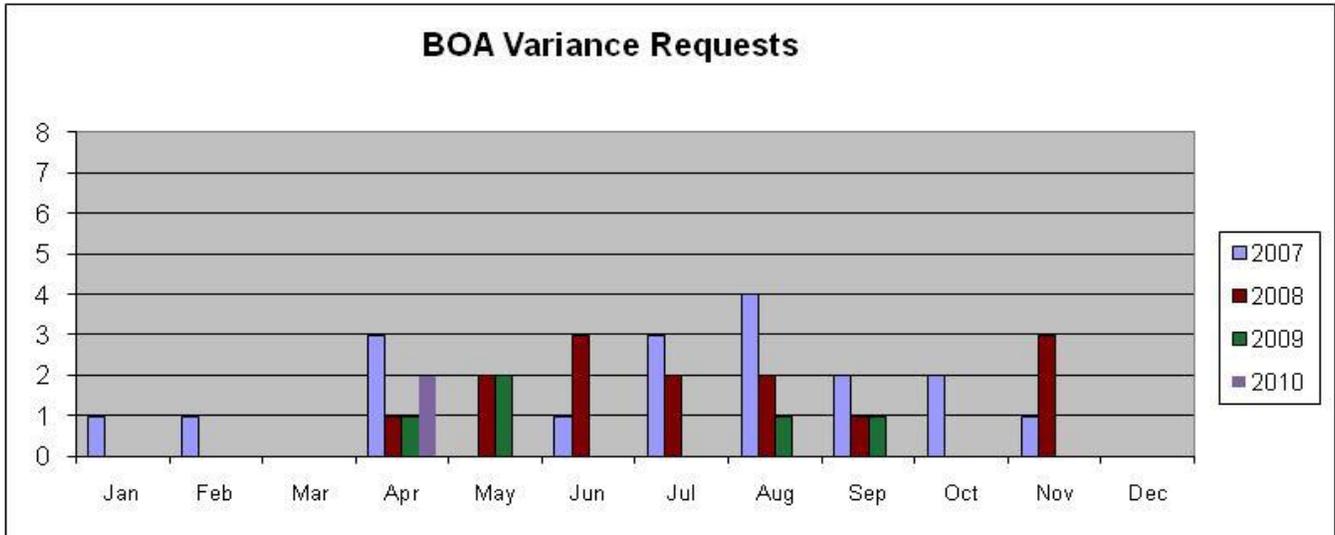
In April, the Planning & Zoning Commission heard 1 development project as compared to hearing 1 in 2009. YTD, the Planning & Zoning Commission has heard 14 development projects as compared to 8 in 2009.



Land Development Projects Heard by PZ Commission (April 2010)				
Description	Case Name	Case Number	Hearing Date	Action
Land Use	7th Amendment to the Arapahoe Airport Center PDP (COVOCO Volleyball)	LU-1003-001	04/14/2010	Approved
Land Use	Training	NA	04/14/2010	N/A
Land Development Projects Scheduled For PZ Commission (May 2010)				
Description	Case Name	Case Number	Hearing Date	
Land Use	Fast Signs FDP	LU-0806-003	05/12/2010	
Land Use	Rules of Procedure - Motions	NA	05/12/2010	

Board of Adjustment

In April the Board of Adjustment heard 2 variance requests as compared to hearing 1 in 2009. YTD, the Board of Adjustment heard 2 variance requests as compared to 1 in 2009.



Variance Requests Heard by the Board of Adjustment (April 2010)

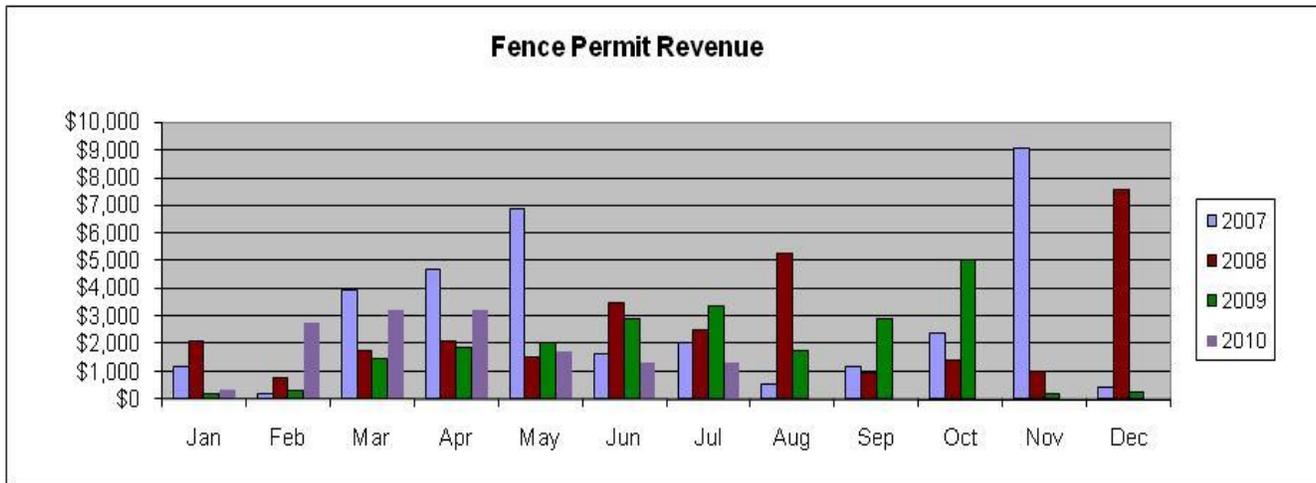
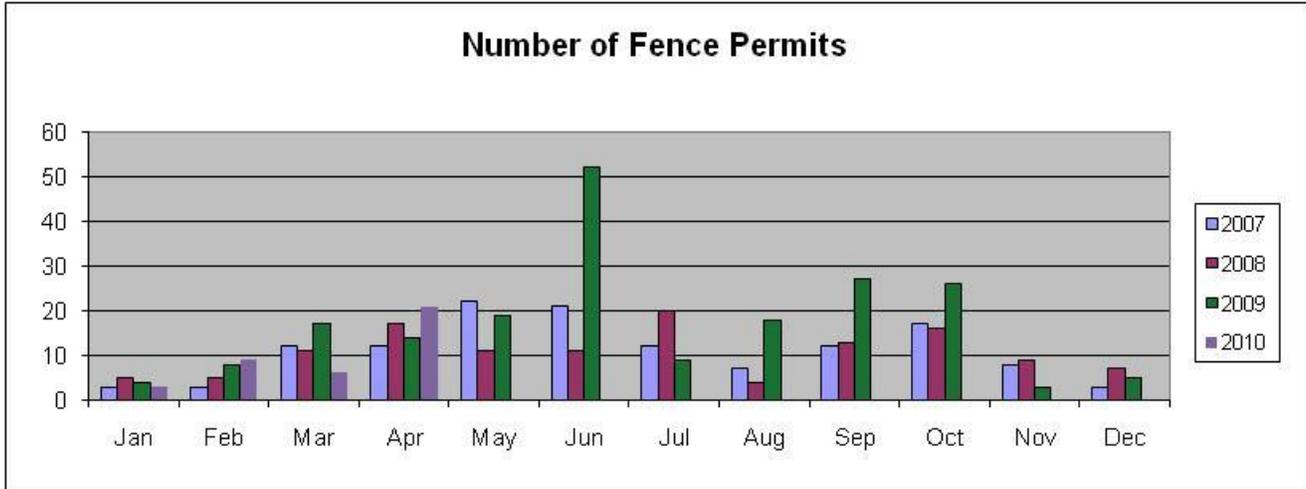
Description	Case Name	Case Number	Hearing Date	Action
BOA	Kriss Variance	BA-1003-001	04/15/2010	Approved
BOA	Castle Variance	BA-1003-002	04/15/2010	Approved
BOA	Training	NA	04/15/2010	N/A

Variance Requests Scheduled for the Board of Adjustment (May 2010)

Description	Case Name	Case Number	Hearing Date
BOA	Poglin Variance	BA-10-00012	05/20/2010

Fence Permits

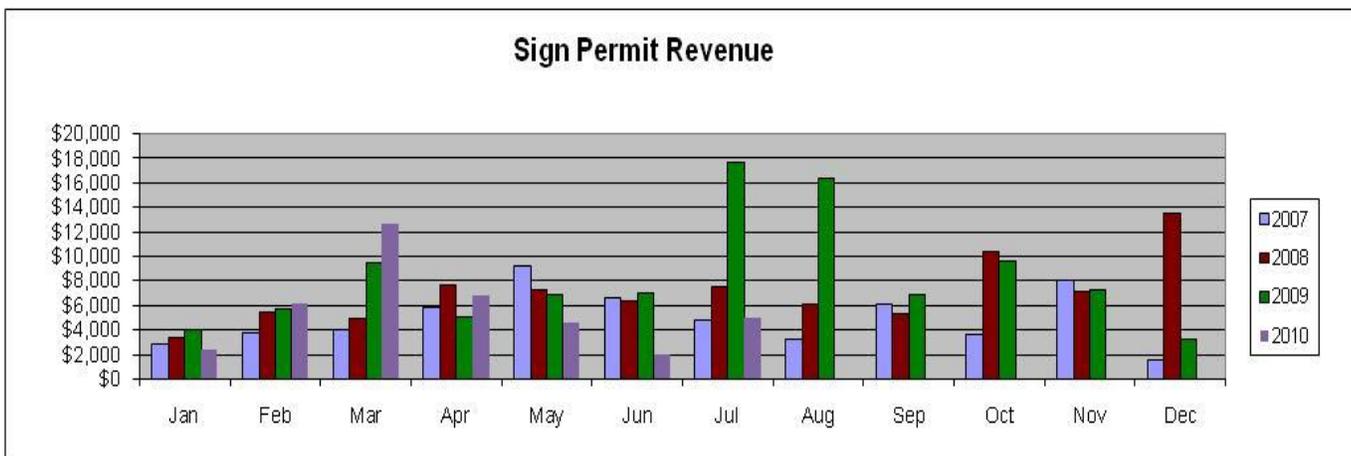
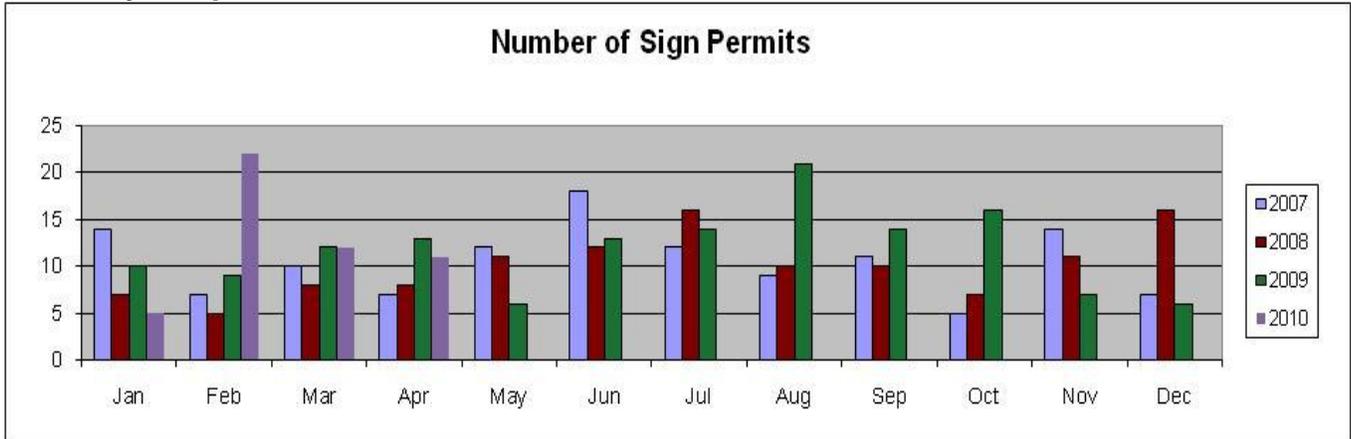
In April, the City received 21 fence permit applications with monthly revenue of \$3,202. YTD fence permit application activity is higher than the previous year, and YTD revenue is higher. YTD applications for 2010 are 39 compared to 43 for 2009. YTD revenues for 2010 are \$9,534 compared to \$3,812 for 2009. **There were 4 fence permits through Rapid Review Thursdays in April. Average permit wait/processing time for April was 16.6 minutes. YTD average is 18.6 minutes.**



Fence Permits Submitted (April 2010)			
Location	Case Number	Date Received	Date Approved
7763 S. Poplar Way	FE-10-80001	04/01/2010	04/23/2010
7783 S. Poplar Way	FE-10-80002	04/01/2010	04/23/2010
5416 Links Circle	FE-10-80003	04/05/2010	04/09/2010
6165 S. Ivy Street	FE-10-80004	04/05/2010	04/15/2010
6700 S. Marion Circle West	FE-10-80005	04/06/2010	04/08/2010
6636 S. Lafayette Street	FE-10-80007	04/14/2010	
Park View Commons Perimeter Fence	FE-10-80008	04/15/2010	04/15/2010
1287 E. Kettle Avenue	FE-10-80009	04/16/2010	04/22/2010
8855 E. Easter Avenue	FE-10-80010	04/16/2010	04/19/2010
6140 S. Rosewood Drive	FE-10-80011	04/19/2010	04/30/2010
6891 S. Clarkson Street	FE-10-80012	04/19/2010	04/22/2010
5934 E. Nichols Place	FE-10-80014	04/19/2010	04/21/2010
14015 E. Fair Place	FE-10-80015	04/19/2010	04/26/2010
6950 S. Knolls Way	FE-10-80016	04/22/2010	04/28/2010
7665 S Yampa Street	FE-10-80017	04/23/2010	04/28/2010
6056 E. Geddes Circle	FE-10-80019	04/26/2010	04/29/2010
6251 S. Billings Way	FE-10-80021	04/28/2010	
5921 S. Malta Street	FE-10-80022	04/29/2010	04/29/2010
5578 S. Pitkin Street	FE-10-80023	04/29/2010	04/30/2010
7447 S. Lafayette Circle East	FE-10-80024	04/29/2010	04/29/2010
6185 S. Ivy Street	FE-10-80025	04/29/2010	04/29/2010
Average Approval Time – Business Days			4.4 Day

Sign Permits

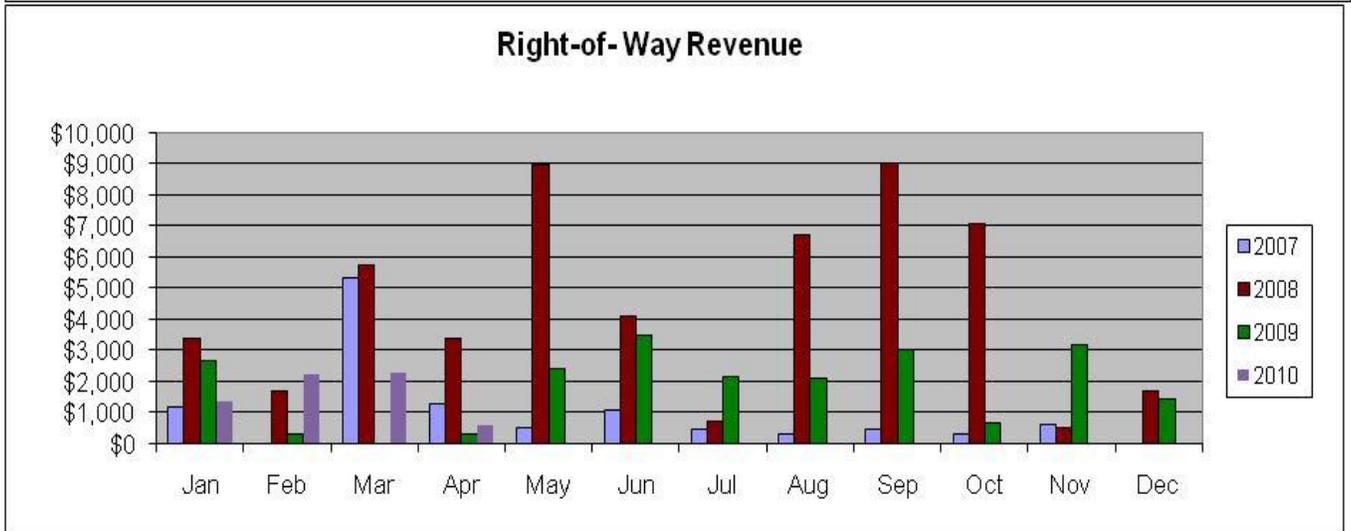
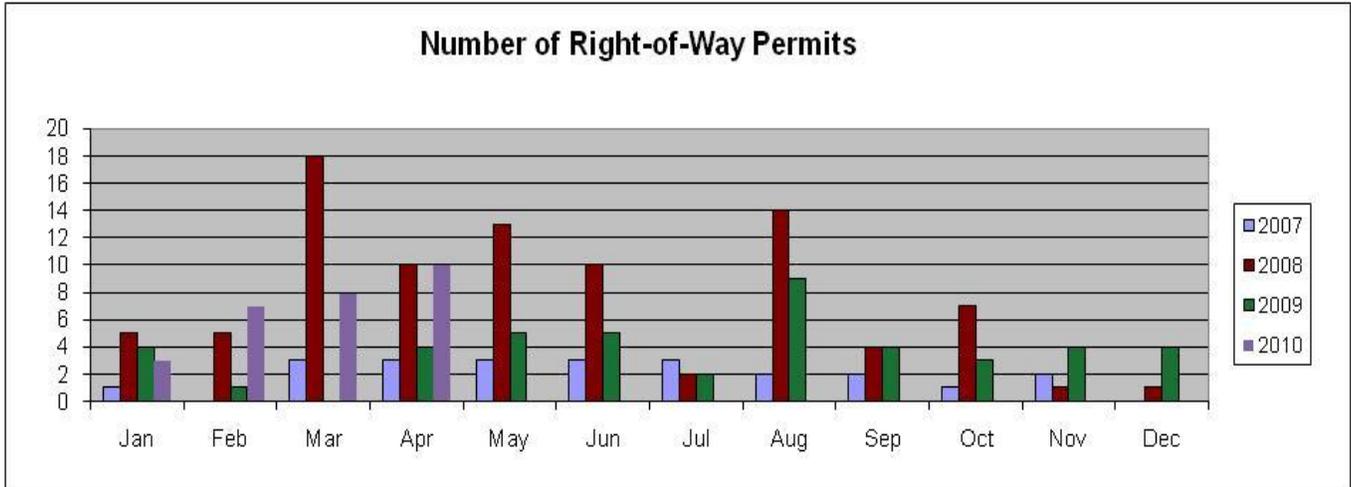
In April, the City received 11 sign permit applications with monthly revenue of \$6,948. YTD sign permit application activity is higher than the previous year, and YTD revenues are higher. YTD applications for 2010 are 50 compared to 44 issued for 2009. YTD revenues for 2010 are \$28,434 compared to \$24,403 for 2009. **There were no sign permits through Rapid Review Thursday in April.**



Location	Case Number	Date Received	Date Approved
6955 S. York Street	SG-10-90001	04/01/2010	04/06/2010
8223 S. Quebec Street	SG-10-90002	04/02/2010	04/07/2010
7575 S. University Blvd.	SG-10-90003	04/06/2010	04/16/2010
8219 S. Holly Street	SG-10-90004	04/08/2010	04/21/2010
7950 S. Dayton Street	SG-10-90005	04/08/2010	04/29/2010
10039 E. Arapahoe Road	SG-10-90006	04/16/2010	04/27/2010
2350 E. Arapahoe Road	SG-10-90007	04/22/2010	04/26/2010
16746 E. Smoky Hill Road	SG-10-90008	04/23/2010	04/27/2010
8243 S. Holly Street	SG-10-90009	4/26/2010	05/05/2010
12201 E. Arapahoe Road	SG-10-90010	4/27/2010	05/03/2010
15579 E. Hindsdale Circle	SG-10-90011	4/26/2010	05/03/2010
Average Approval Time – Business Days			5.8 Days

Right-of-Way Permits

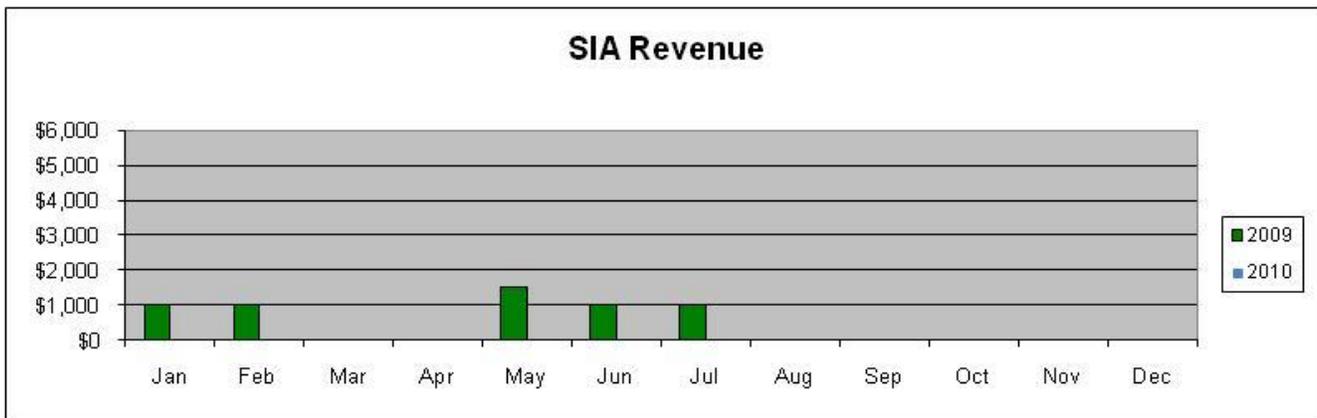
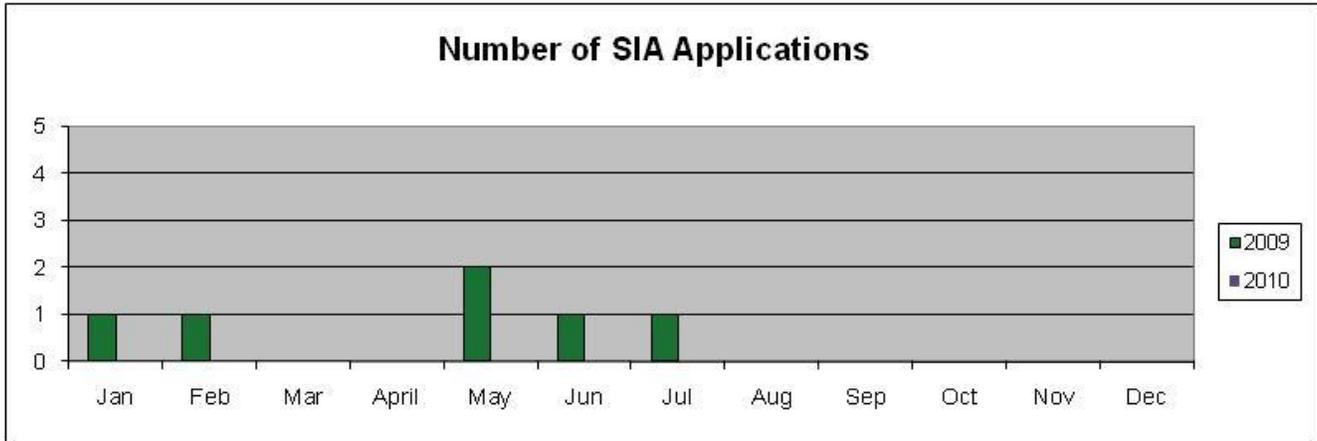
In April, the City received 10 right-of-way permit applications with monthly revenue of \$980. YTD right-of-way permit application activity is higher than the previous year, and YTD revenues are higher. YTD applications for 2010 are 28 compared to 9 for 2009. YTD revenues for 2010 are \$6,916 compared to \$3,326 for 2009.



Location/Contractor	Permit Number	Date Received	Date Approved
6707 S. Vine Street	LRW 10-40005	4/7/2010	04/08/2010
10900 E. Briarwood Avenue	LRW 10-40007	4/14/2010	
5901 S. Cherrywood Circle	LRW 10-40008	4/16/2010	
6660 S. Helena Street	LRW 10-40009	4/21/2010	04/30/2010
J & K Pipeline	LRW 10-400010	4/21/2010	04/27/2010
L & M Enterprise	LRW 10-400011	4/21/2010	04/23/2010
6670 E. Euclid Place	LRW 10-400012	4/22/2010	04/27/2010
1000 E. Pinewood Avenue	LRW 10-400013	4/26/2010	
5100 E. Dry creek Road	LRW 10-400014	4/27/2010	05/07/2010
6701 S. Leyden Court	LRW 10-400015	4/28/2010	05/05/2010

Subdivision Improvement Agreements (SIA)

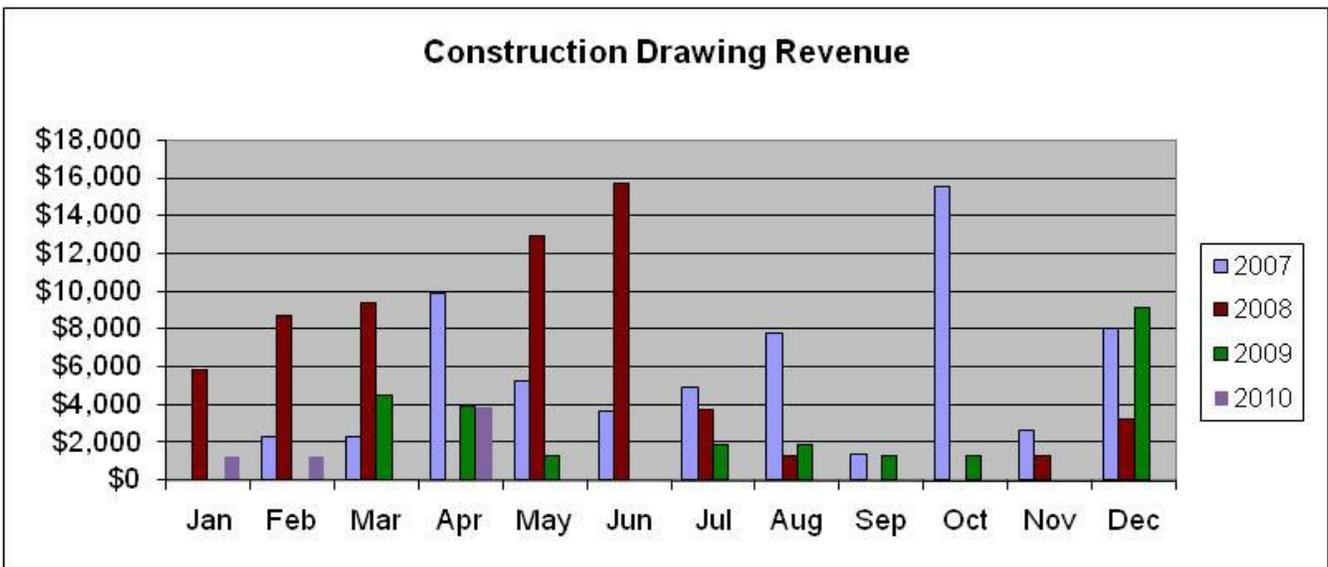
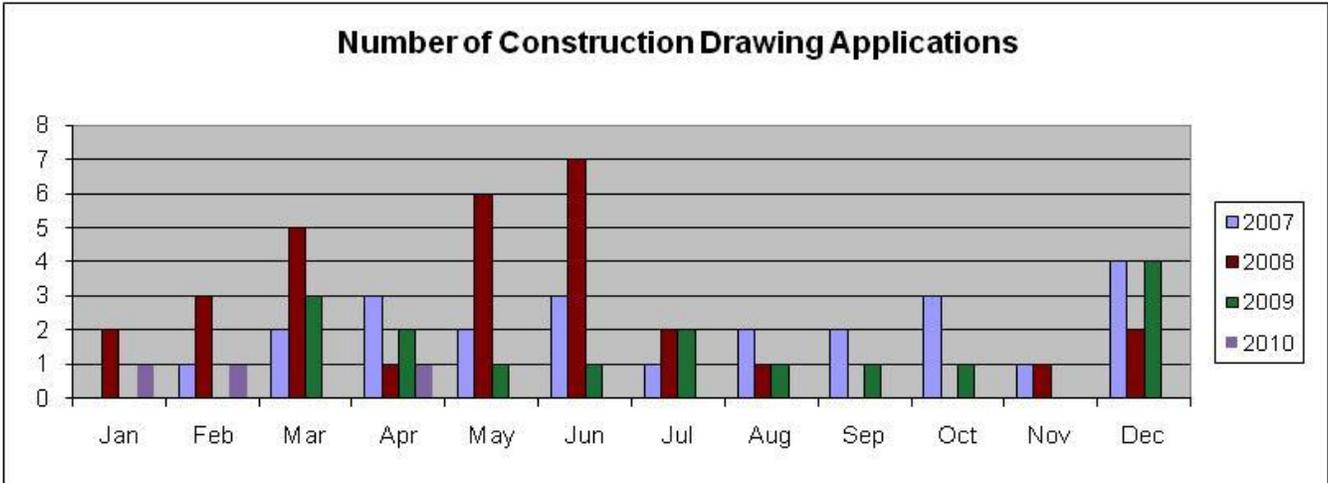
In April, the City received 1 SIA application compared to 0 in 2009. The monthly revenue of \$1,000 is greater than 2009 which was at \$0. YTD SIA applications for 2010 are 1 compared to 2 in 2009. YTD revenues for 2010 are \$1,000 compared to \$2,000 in 2009. We began tracking SIA in 2009.



SIAs Submitted (April 2010)			
Description	Case Name	Case Number	Date Application Accepted
SIA	None		

Construction Drawings (CD)

In April, the City received 1 CD application with \$3,900 in monthly revenue. YTD CD permit application activity is lower than the previous year and YTD revenues are lower. YTD applications for 2010 are 3 compared to 5 for 2009. YTD revenues for 2010 are \$6,500 compared to \$8,400 for 2009.

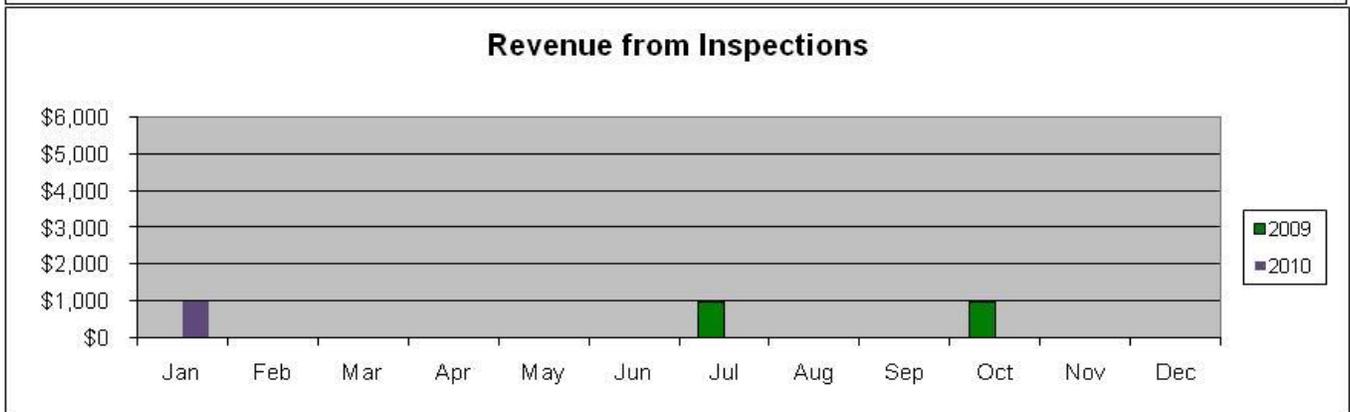


CDs Submitted (April 2010)			
Description	Case Name	Case Number	Date Application Accepted
CD	PJOS Cherry Creek CD	CD-10-00010	4/19/2010

The Engineering Division approved 1 CD in April:
Breakaway Sports CD-0906-001

Infrastructure Inspections

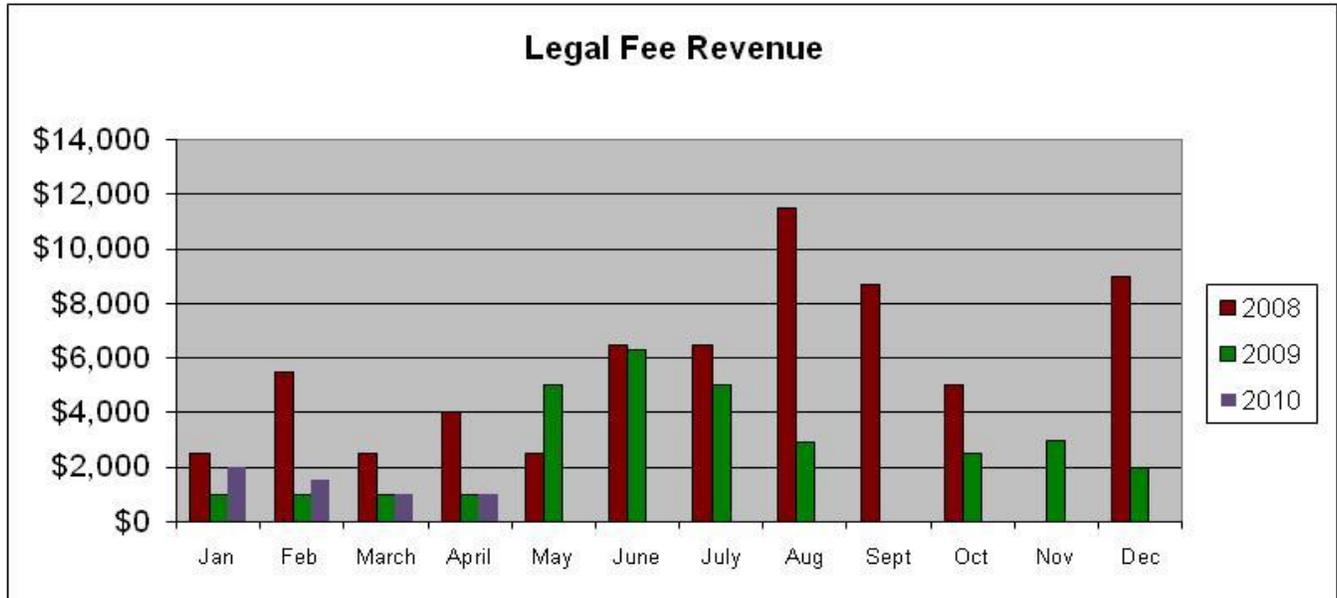
In April 14 individual projects/sites were inspected and \$0 in revenue was collected. City staff spent a total of 64 hours performing these inspections compared to 85 hours in 2009. YTD revenues for 2010 are \$1,999 compared to \$0 in 2009. We had ___ number of inspections. YTD is 98.



Infrastructure Inspections (April 2010)		
General Location	Case Name	Status
Easter and Kenton	Easter Lima Subdivision	Under Construction
Arapahoe and University	Streets at Southglenn	Under Construction
Picadilly & Smoky Hill	Huntington Park n Ride	Under Construction
Parker Road and Arapahoe Road	Centennial Center Filing 2	Under Construction
Dry Creek & Eudora	Lifetime Fitness	Under Construction
Parker Road & Arapahoe Road	Redstone Bank	Under Construction
Smoky Hill & Picadilly	Sprouts	Under Construction
Easter & Revere	Trust Co. Parking Lot	Under Construction
Briarwood & Peoria	Woodcraft	Under Construction
Smoky Hill & Buckley	Keystone Bank	Under Construction
Niagara & County Line	Foxridge VIII	Under Warranty
Smoky Hill Road & Picadilly	Bridges @ Smoky Hill	Under Construction
Otero Ave. & Dayton Street	IKEA	Pre Construction
Potomac & Peakview	Villages @ Centennial	Under Construction

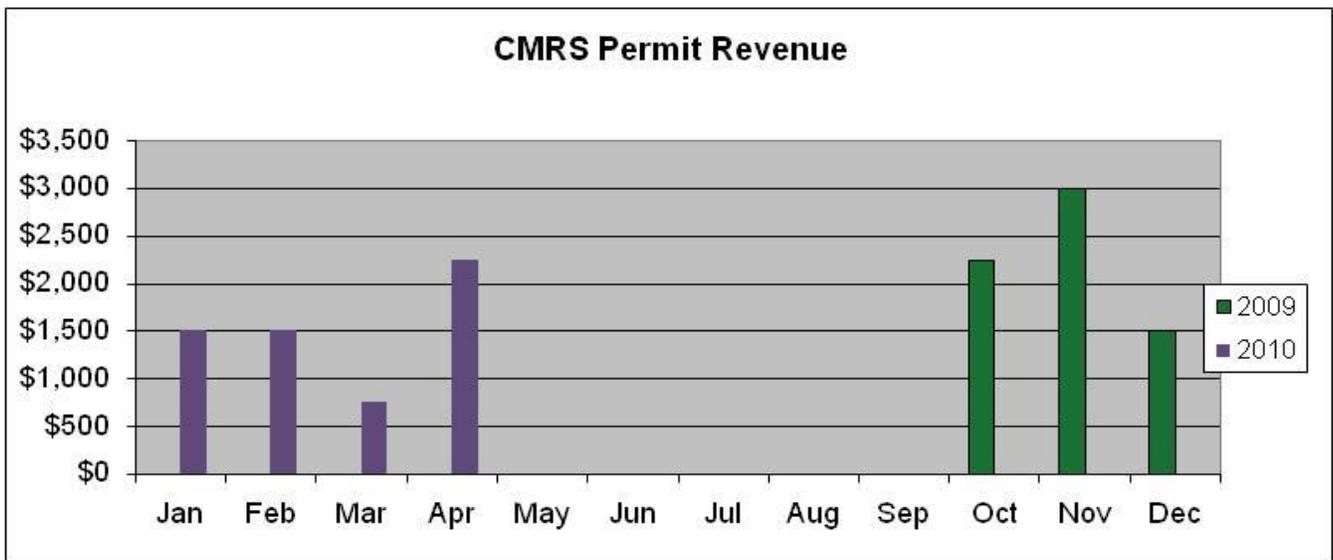
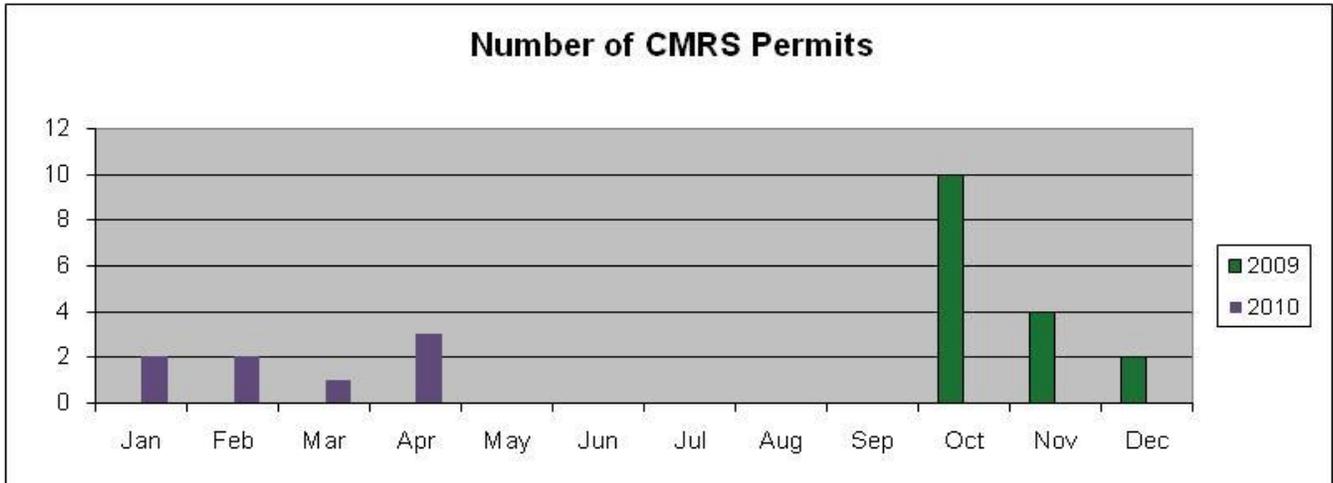
Legal Services

In April, a total of \$1,000 in revenue was received for legal services. YTD revenues for 2010 are \$5,500 compared to \$4,000 for 2009. Legal fees are collected to cover actual legal costs and do not impact the final budget in a negative or positive way.



CMRS Permits

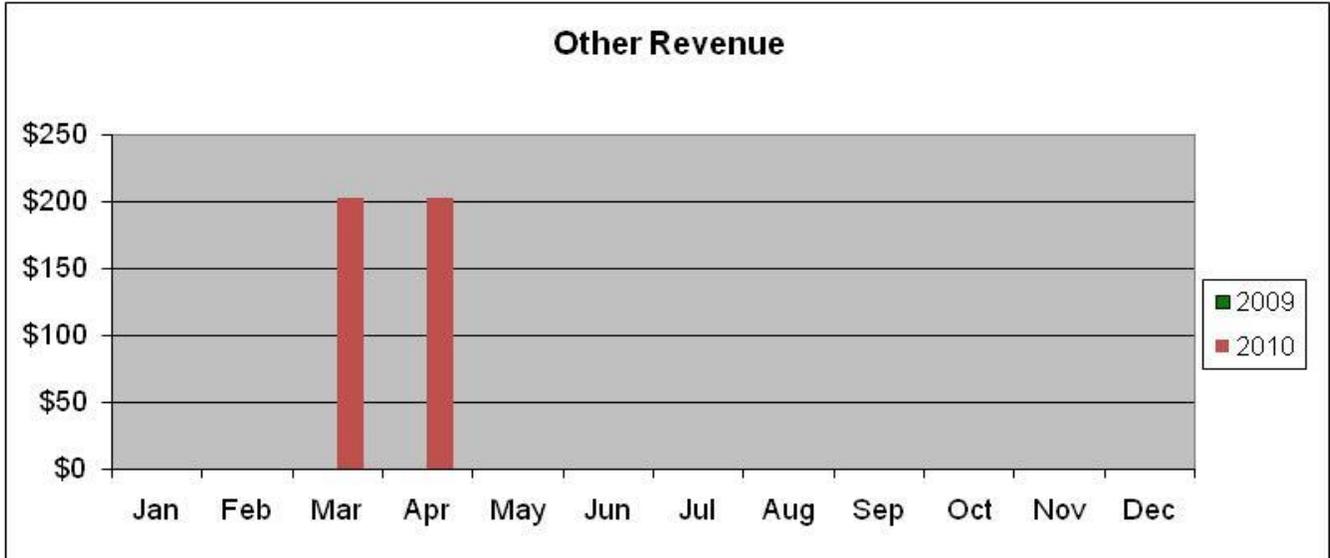
In April, we received 3 CMRS permits for \$2,250 in revenue. YTD revenues for 2010 are \$6,000, which is above the 2010 projected revenue of \$4,668 and above the 2009 revenue of \$0. CMRS permit tracking began in January 2009.



CMRS Permits (April 2010)		
Project or Location	Case Number	Date Received and Issued
Corner of Dry Creek & Quebec – Willow Creek HOA	CMR-10-70000	4/19/2010
7100 S. Holly Street	CMR-10-70001	4/30/2010
19697 E. Smoky Hill Road	CMR-10-70002	4/30/2010

Other & Miscellaneous Fees

In April, we received \$202 in revenue for other fees and miscellaneous. YTD revenues for 2010 are \$404, which is below the 2010 projected revenue of \$24,000 and above the 2009 revenue of \$0.



We collected \$2,923 in City & County Use Tax in April. We began breaking this down and reporting separate in April 2010. This use tax comes from permits.

City Work Orders

In April, Centennial Engineers worked on no CWOs. YTD value provided total is \$0.

CWOs Worked on by City (April 2010)		
Description	Hours	Value
	None	

The City has to outsource a specific aspect of reviews to an engineering consultant. In April, consultant time on CWOs totaled 0 hours at a cost of \$0. This is an additional cost to the City being paid for from the Land Use Fund. YTD costs total is \$0.

CWOs Worked on by Consultants (April 2010)		
Description	Hours	Fee
	None	

When Engineering Division spends time on Open Space Projects the hours are billed as revenue. This revenue will be reflected in "Other & Miscellaneous Fees" section of this report.