

Planning & Development Department  
Planning & Engineering Divisions  
Monthly Report for August 2009  
September 8, 2009

#### Activity

- [Land Use Applications](#) – There were 3 applications compared to 17 in 2008.
- [Pre-submittal Applications](#) – There were 2 applications compared to 3 in 2008.
- [City Council](#) – City Council heard 1 land development project compared to 4 in 2008.
- [Planning and Zoning Commission](#) – There were 2 projects heard compared to 1 in 2008.
- [Board of Adjustment](#) – There was 1 variance request heard compared to 2 in 2008.
- [Fence Permits](#) – There were a total of 18 applications compared to 4 in 2008. Average number of days to approve was 2.6 business days.
- [Sign Permits](#) – There were a total of 21 applications compared to 10 in 2008. Average number of days to approve was 1.75 business days.
- [Right-of-Way Permits](#) – There were 9 permits issued compared to 14 in 2008.
- [Subdivision Improvement Agreements](#) – There were no SIA's submitted.
- [Construction Drawings](#) – There was 1 CD application compared to 1 in 2008.
- [Infrastructure Inspection](#) – There were 17 individual projects/sites inspected this month. City staff spent a total of 105 hours performing these inspections.
- [CMRS Permits](#) – There were no permits issued.
- [Visitors](#) – There were 111 visitors; an average of 5.3 per work day.
- [Customer Surveys](#) – Surveys were received from Code Enforcement and Building clients. Feedback is positive. Staff continues to make improvements based upon suggestions.

#### Revenue

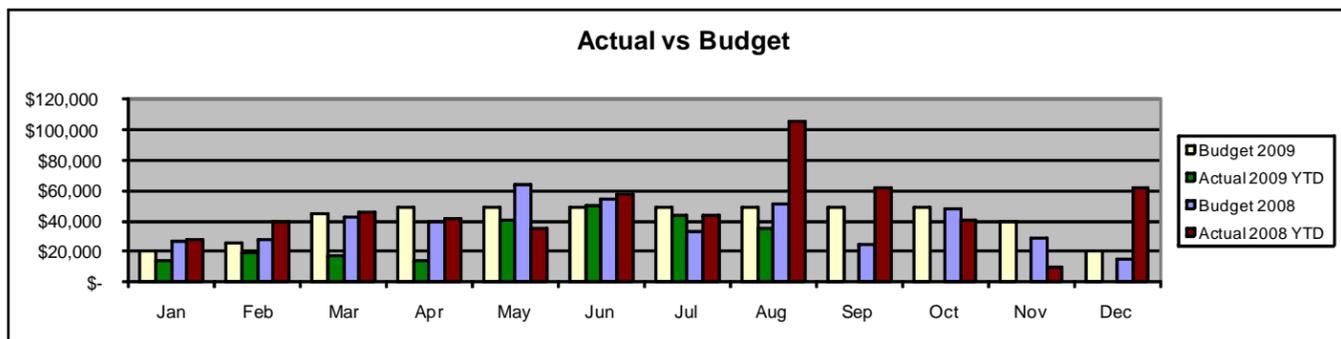
[Total revenue](#) – YTD \$238,591 in revenue has been collected, which is below the 2009 projected budget of \$337,161.

#### P & E Special Projects

- **Streets @ Southglenn** – The Planning & Engineering Divisions assumed responsibility of all remaining work at Streets @ Southglenn in August. This allowed CURA and Alberta to incur no additional costs for planning and engineering services to complete the build-outs at Streets @ Southglenn. Specific details of our involvement are on page 19.
- **Innoprise** – Significant progress on configuration of the software continued in August. The majority of functions are complete. Additionally, initial discussions between SafeBuilt, the City and Innoprise occurred to determine data migration, informational reporting, and system integration with SafeBuilt's systems occurred. The project is slightly behind schedule, but remains on target to be completed by end of year.
- **Infrastructure Design and Construction Standards (Engineering Code)** – We are currently working on the draft of the code. We are working towards a first quarter 2010 adoption.
- **Bus Bench Grant** – The City was awarded an \$80,000 FTA grant, which will allow the City to purchase decorative benches. Centennial was the only municipality in Colorado to receive such funding. Staff is scheduled to report to City Council on the RFP proposal in October.
- **Commercial Land Absorption Analysis** – This project has started and will be completed in October. The project's scope is to calculate the amount of vacant land that has been absorbed by commercial development since the inception of the City in 2001 and to project how long it will take to build out the remaining properties

## Total Revenue

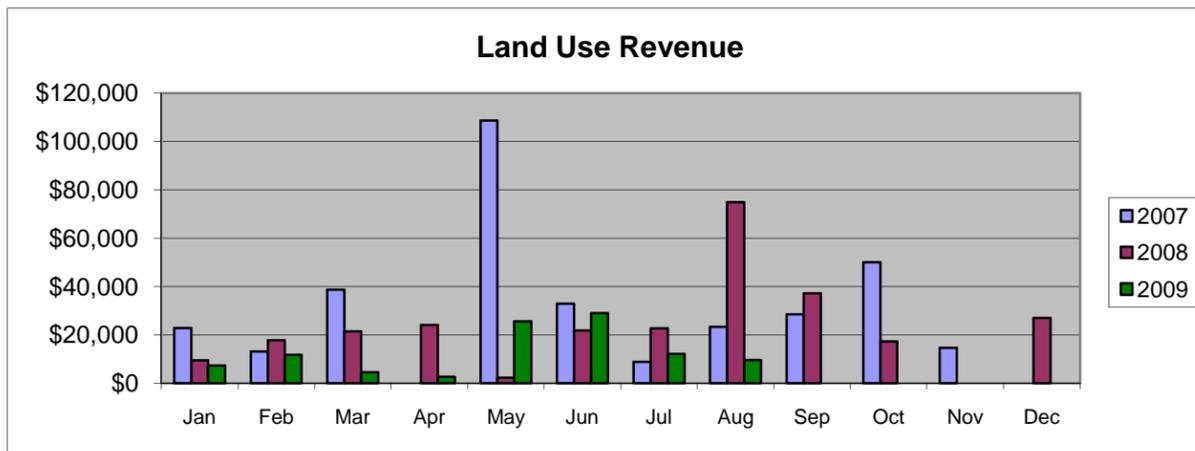
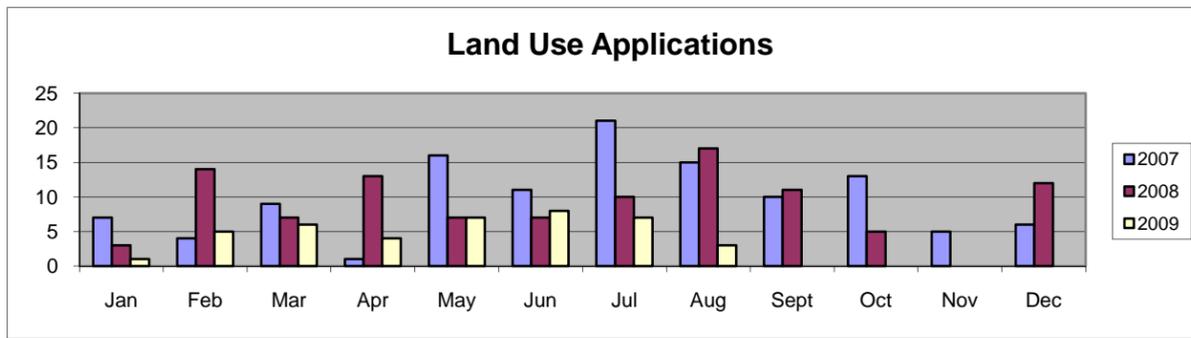
In August, the total revenue received was \$34,768. YTD, the Planning & Engineering revenues of \$238,591 are below the projected 2009 YTD budget of \$337,161.



- [Land Use Applications](#) – YTD \$102,824 in revenue has been collected, which is below the 2009 projected budget of \$161,000.
- [Fence Permits](#) – YTD \$13,495 in revenue has been collected, which is above the 2009 projected budget of \$6,800.
- [Sign Permits](#) – YTD \$69,250 in revenue has been collected, which is above the 2009 projected budget of \$26,000.
- [Right-of-Way Permits](#) – YTD \$13,479 in revenue has been collected, which is below the 2009 projected budget of \$38,800.
- [Subdivision Improvement Agreements](#) – YTD \$5,500 in revenue has been collected, which is below the 2009 projected budget of \$8,000.
- [Construction Drawings](#) – YTD \$14,800 in revenue has been collected, which is below the 2009 projected budget of \$46,500.
- [Infrastructure Inspection](#) – YTD \$1,000 in revenue has been collected, which is below the 2009 projected budget of \$9,500.
- [Legal Fees](#) – YTD \$23,242 in revenue has been collected, which is below the 2009 projected budget of \$36,225.
- [Other Fees](#) – No revenue has been collected YTD, which is below the 2009 projected budget of \$1,336.
- [CMRS Fees](#) – No revenue has been collected YTD, which is below the 2009 projected budget of \$4,000.

## Land Use Applications

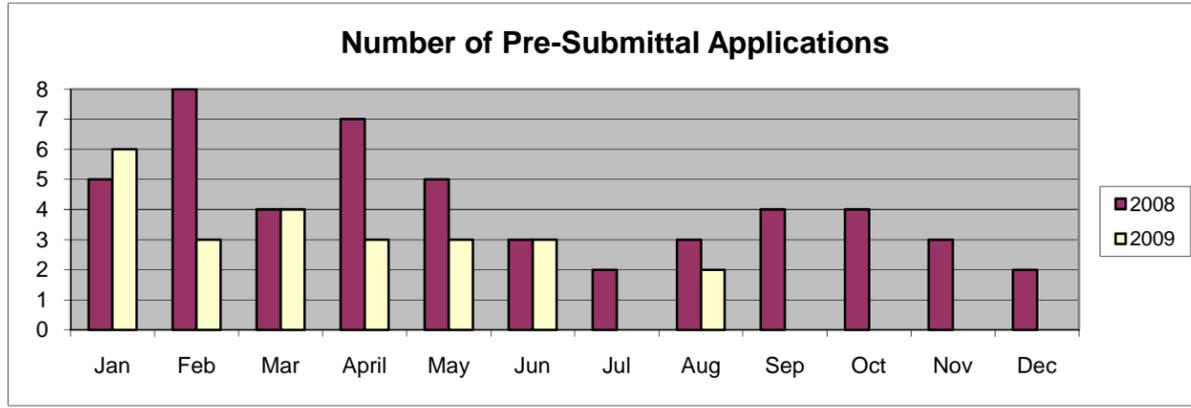
In August, the City received 3 land use applications with the monthly revenue of \$9,620. YTD land use application activity is slower than the previous year and YTD revenues are lower. YTD applications for 2009 are 41 compared to 78 in 2008. YTD revenues for 2009 are \$102,824 compared to \$194,658 for 2008.



Land Use Applications Submitted (August 2009)		
Land Use Case Number	Project Name	Open Date
LU-0908-001	Streets @ Southglenn MDP Minor Amend #3	8/3/2009
LU-0908-002	Church of JC LDS Dumpster Enclosure and Shed	8/26/2009
LU-0908-003	Huntington Smoky Hill Park- n- Ride Const. of Church Bldg.	8/28/2009

## Pre-Submittal Applications

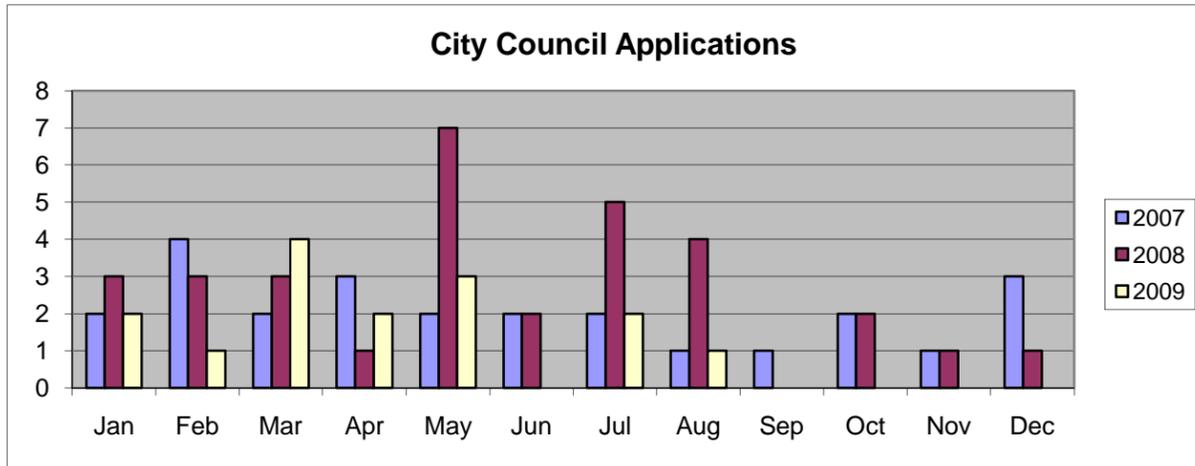
In August, the City received 2 pre-submittal applications. YTD pre-submittal activity is slower than the previous year. YTD total applications received for 2009 are 24 compared to 37 for 2008.



Pre-submittal Applications Submitted (August 2009)		
Pre-submittal Case Number	Project Name	Open Date
LU-0908-001	Cherry Creek School District	8/14/2009
LU-0908-002	Dove Valley Signage & Monumentation	8/24/2009

## City Council

In August, City Council heard 1 development project as compared to hearing 4 in 2008. YTD, City Council has heard 15 development projects as compared to 28 in 2008.

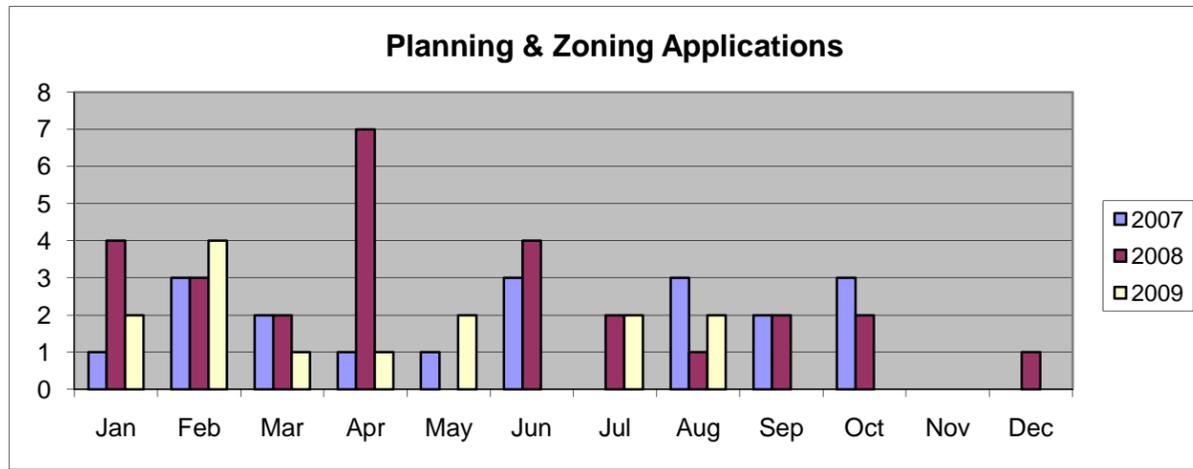


Land Development Projects Heard by City Council (August 2009)				
Description	Case Name	Case Number	Hearing Date	Action
Land Use	Walgreens at Smoky Hill Rd & Buckley Rd	LU-0901-001	8/3/2009	Approved with Conditions

Land Development Projects Scheduled for City Council (September 2009)			
Description	Case Name	Case Number	Hearing Date
Land Use	None Scheduled		

## Planning & Zoning Commission

In August, the Planning & Zoning Commission heard 2 development projects as compared to hearing 1 in 2008. YTD, the Planning & Zoning Commission has heard 14 development projects as compared to 23 in 2008.

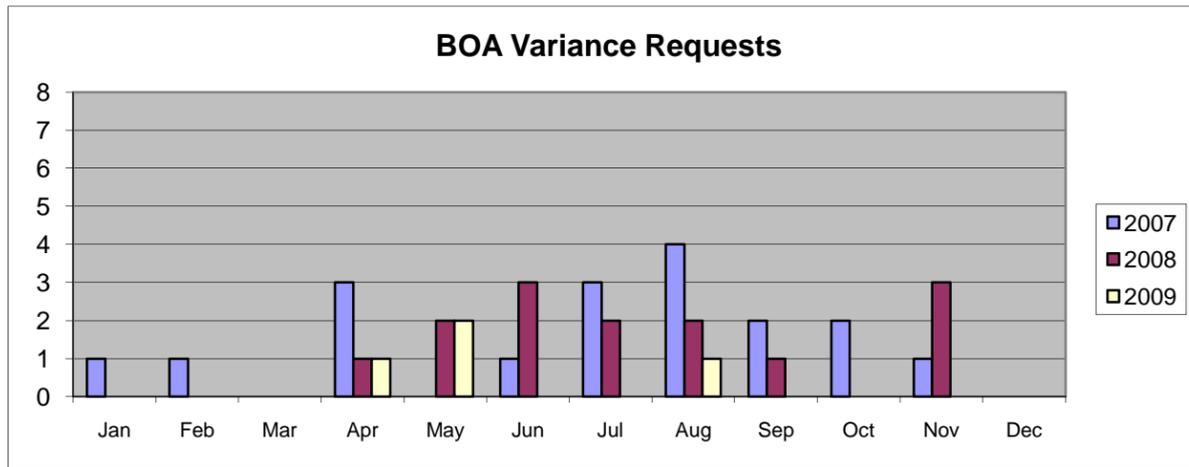


Land Development Projects Heard by PZ Commission (August 2009)				
Description	Case Name	Case Number	Hearing Date	Recommendation
Land Use	Broncos Parkway Trailhead L&E	LU-0804-003	8/26/2009	Approved with Conditions.
Land Use	2 <sup>nd</sup> Amendment to the Potomac Park Business & Industrial Complex PDP	LU-0906-003	8/26/2009	Continued to September 9, 2009

Land Development Projects Scheduled for PZ Commission (September 2009)			
Description	Case Name	Case Number	Hearing Date
Land Use	2 <sup>nd</sup> Amendment to the Potomac Park Business & Industrial Complex PDP	LU-0906-003	September 23, 2009
Land Use	Hindu Temple and Cultural Center of the Rockies FDP	LU-0809-002	September 23, 2009

## Board of Adjustment

In August, the Board of Adjustment heard 1 variance request as compared to hearing 2 in 2008. YTD, the Board of Adjustment heard 4 variance requests as compared to 10 in 2008.

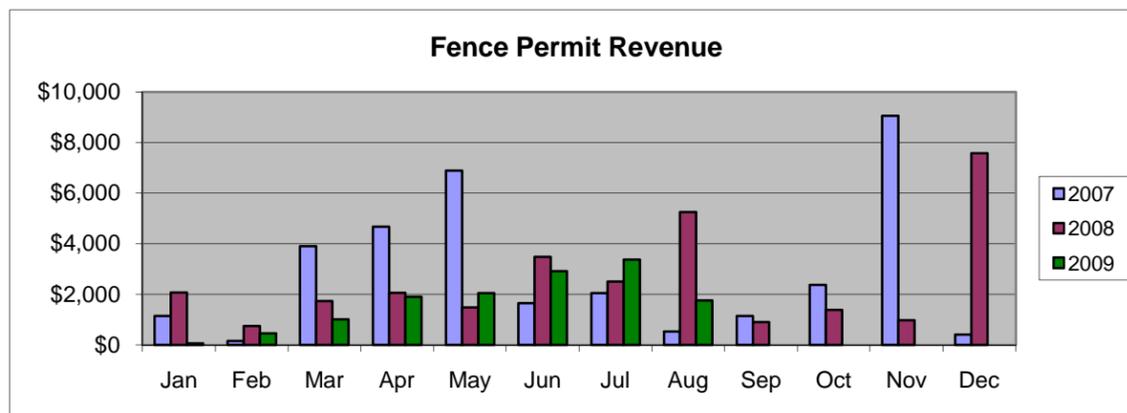
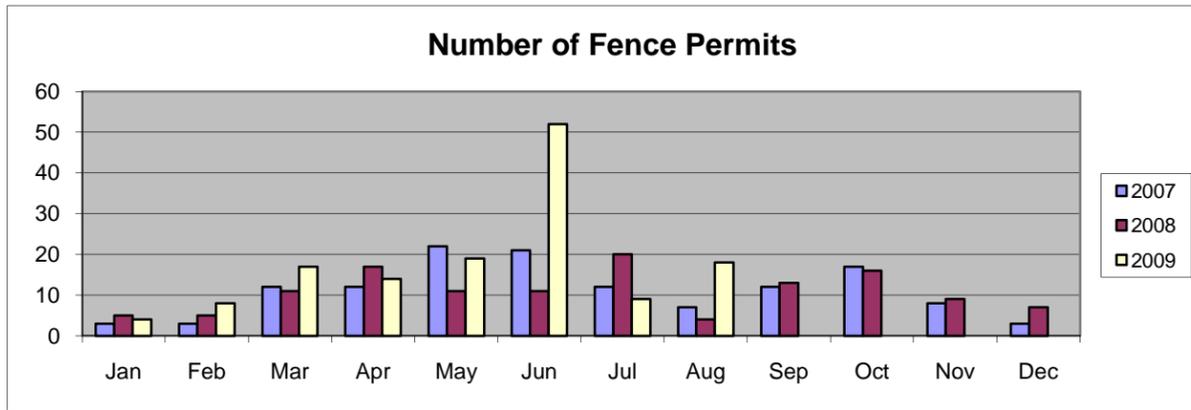


Land Development Projects Heard by the Board of Adjustment (August 2009)				
Description	Case Name	Case Number	Hearing Date	Action
BOA	Whaler Property 7037 S Madison	BA-0907-001	8/29/2009	Continued to 9/17/2009

Variance Requests Scheduled for the Board of Adjustment (September 2009)			
Description	Case Name	Case Number	Hearing Date
BOA	Whaler Property 7037 S Madison Way	BA-0907-001	9/17/2009

## Fence Permits

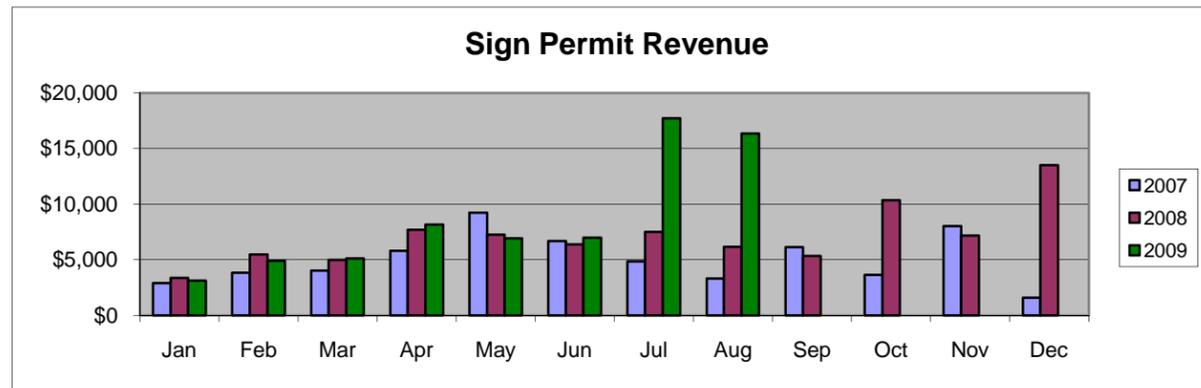
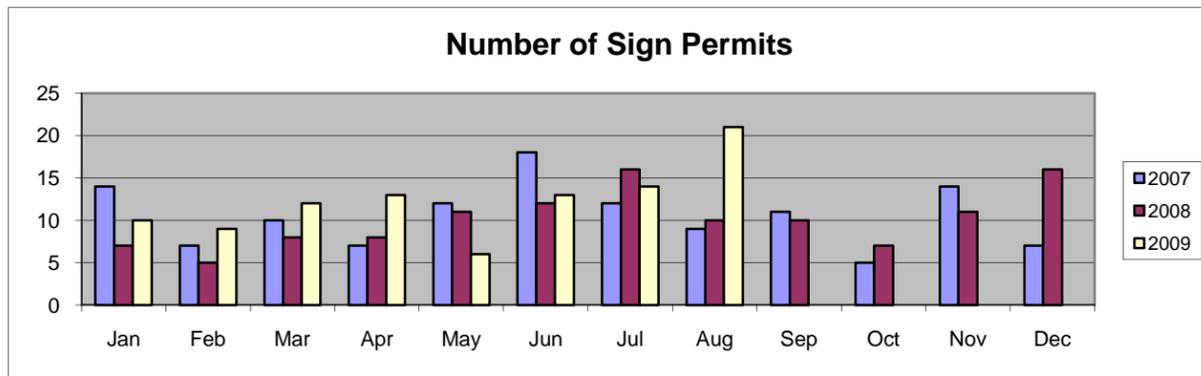
In August, the City received 18 fence permit applications with the monthly revenue of \$1,752. YTD fence permit application activity is higher than the previous year, but YTD revenues are lower due to smaller jobs with lower valuations. YTD applications for 2009 are 141 compared to 84 for 2008. YTD revenues for 2009 are \$13,495 compared to \$19,302 for 2008.



Fence Permits Submitted (August 2009)			
Location	Case Number	Date Received	Date Approved
7902 S Vincennes Way	FE-0908-001	8/4/2009	8/2/009
2824 E Nichols Circle	FE-0908-002	8/4/2009	8/16/2009
6681 S Abilene Way	FE-0908-003	8/6/2009	8/12/009
1285 E Caley Ave	FE-0908-004	8/7/2009	8/18/2009
391 E Davies Ave	FE-0908-005	8/12/2009	8/12/2009
2864 E Nichols Circle	FE-0908-006	8/13/2009	8/14/2009
2854 E Nichols Circle	FE-0908-007	8/13/2009	8/14/2009
2814 E Nichols Circle	FE-0908-008	8/13/2009	8/14/2009
2996 E Nichols circle	FE-0908-009	8/13/2009	8/14/2009
2844 E Nichols Circle	FE-0908-010	8/13/2009	8/14/2009
18373 E Crestline Circle	FE-0908-011	8/14/2009	8/20/2009
8280 S Franklin Court	FE-0908-012	8/18/2009	8/19/2009
2854 E Caley Avenue	FE-0908-013	8/26/2009	8/26/2009
7562 S University Blvd	FE-0908-014	8/26/2009	
6290 S Colorado Blvd	FE-0908-015	8/27/2009	9/1/2009
E Nichols Circle	FE-0908-016	8/27/2009	9/1/2009
8095 Clayton Circle	FE-0908-017	8/27/2009	9/1/2009
7191 S Poplar Court	FE-0908-018	8/28/2009	9/1/2009
<b>Average Approval Time – Business Days</b>			<b>2.6 Days</b>

## Sign Permits

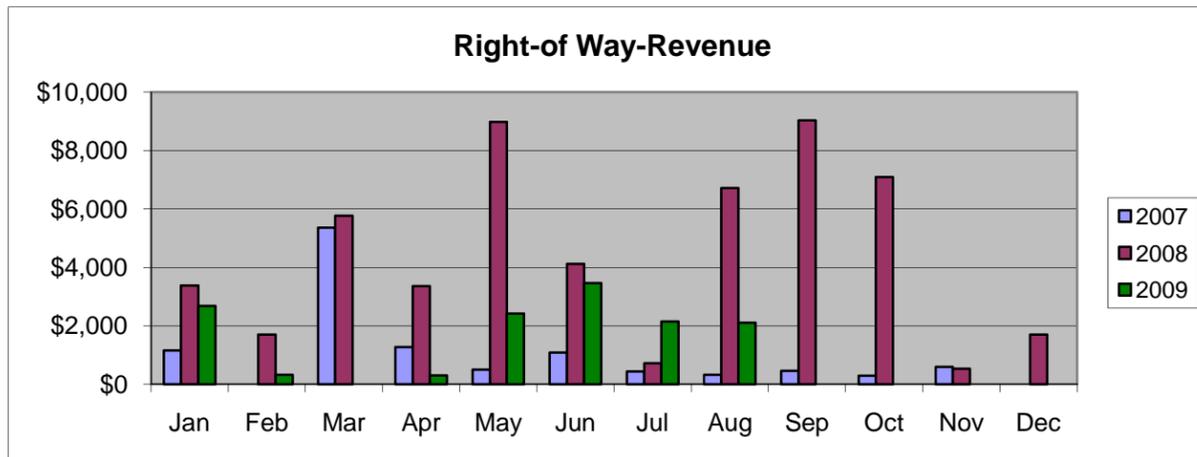
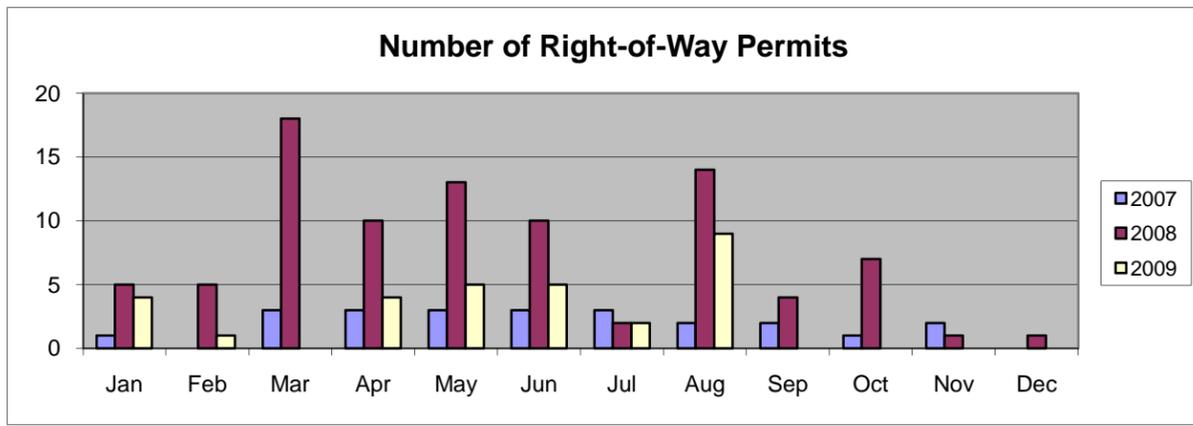
In August, the City received 21 sign permit applications with the monthly revenue of \$16,360. YTD sign permit application activity is higher than the previous year, and YTD revenues are higher. YTD applications for 2009 are 98 compared to 77 for 2008. YTD revenues for 2009 are \$69,250 compared to \$48,775 for 2008.



Location	Case Number	Date Received	Date Approved
20811 S Smoky Hill Rd	SG-0908-001	8/5/09	8/6/09
6879 S Vine St	SG-0908-002	8/5/09	8/6/09
2154 E Commons Ave #300	SG-0908-003	8/6/09	8/6/09
6703 S University Blvd	SG-0908-004	8/7/09	8/10/09
2154 E Commons Ave 323	SG-0908-005	8/7/09	8/13/09
8225 S Chester St #101	SG-0908-006	8/7/09	8/13/09
2330 E Arapahoe Rd	SG-0908-007	8/11/09	8/13/09
6879 S Vine St #706	SG-0908-008	8/12/09	8/13/09
6901 S Vine St	SG-0908-009	8/13/09	8/14/09
6830 S Dawson Cr	SG-0908-010	8/17/09	8/19/09
6851 S Gaylord #253	SG-0908-011	8/17/09	8/19/09
2154 E Commons Ave	SG-0908-012	8/18/09	8/19/09
2154 E Commons Ave	SG-0908-013	8/18/09	8/19/09
2154 E Commons Ave	SG-0908-014	8/18/09	8/21/09
6955 S York St	SG-0908-015	8/19/09	8/21/09
8215 S Holly St	SG-0908-016	8/20/09	8/21/09
6851 S Gaylord St #257	SG-0908-017	8/20/09	8/21/09
6955 S York St	SG-0908-018	8/20/09	8/21/09
2154 E Commons Ave	SG-0908-019	8/21/09	8/26/09
6335 S Holly St	SG-0908-020	8/25/09	
2370 E Arapahoe Rd #920	SG-0908-021	8/28/09	9/1/09
<b>Average Approval Time – Business Days</b>			<b>1.75 Days</b>

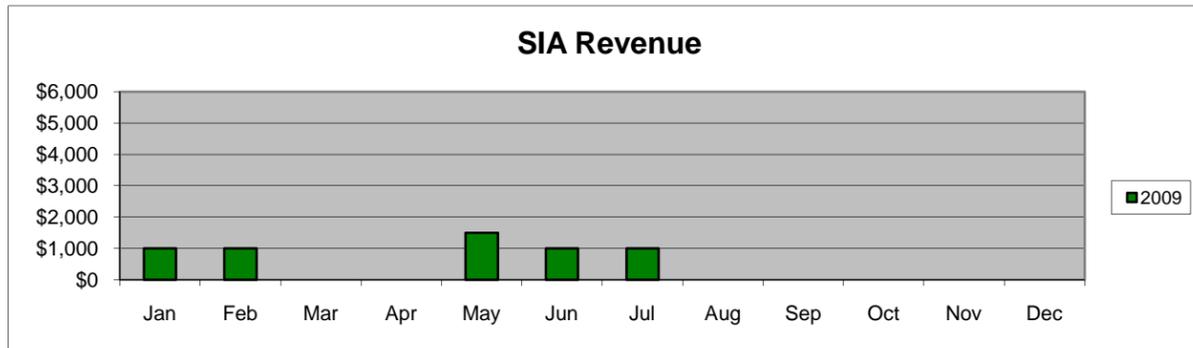
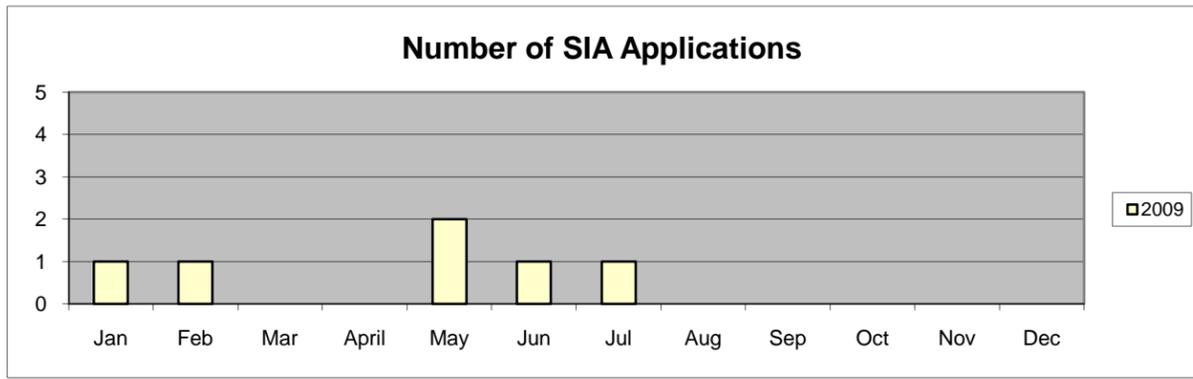
## Right-of-Way Permits

In August, the City received 9 right-of-way permit applications with the monthly revenue of \$2,212. YTD right-of-way permit application activity is slower than the previous year and YTD revenues are lower. YTD applications for 2009 are 30 compared to 77 for 2008. YTD revenues for 2009 are \$13,479 compared to \$34,758 for 2008.



## Subdivision Improvement Agreements (SIA)

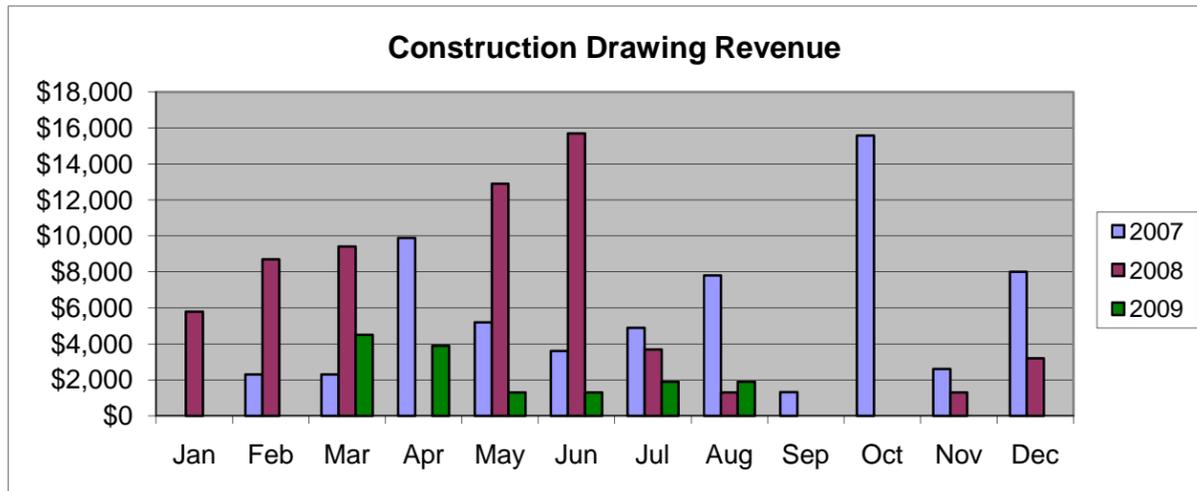
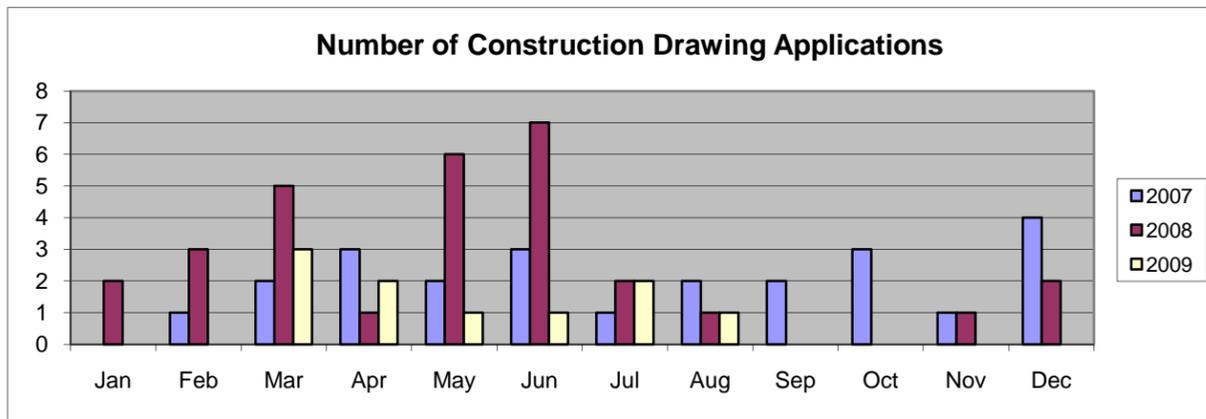
In August, the City did not receive any SIA applications with the monthly revenue of \$0. YTD SIA applications for 2009 are 6 and YTD revenues for 2009 are \$5,500. Tracking of SIAs began in January 2009.



SIAs Submitted (August 2009)			
Description	Case Name	Case Number	Date Application Accepted
SIA	None		

## Construction Drawings (CD)

In August, the City received 1 CD application with \$1,900 in monthly revenue. YTD CD permit application activity is slower than the previous year and YTD revenues are lower. YTD applications for 2009 are 10 compared to 27 for 2008. YTD revenues for 2009 are \$14,800 compared to \$57,500 for 2008.

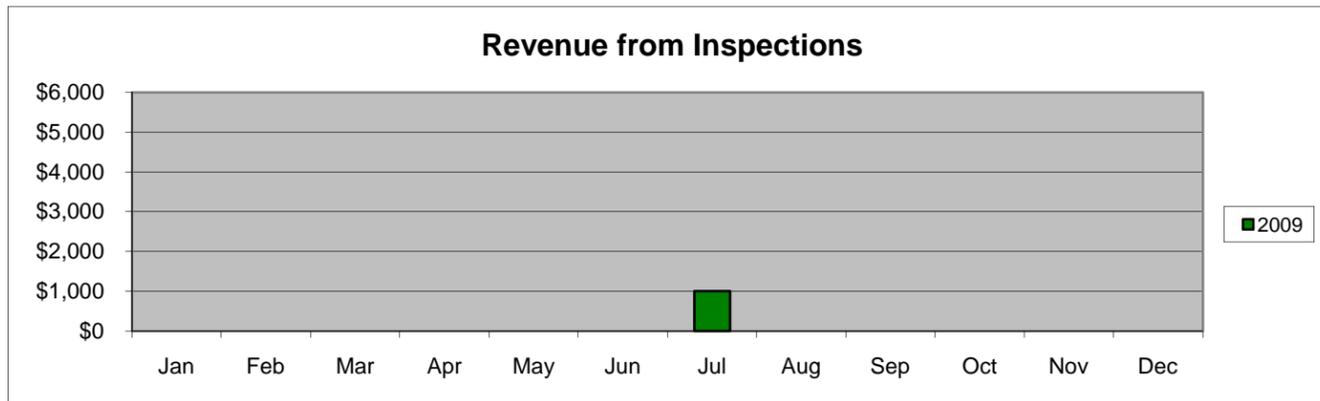
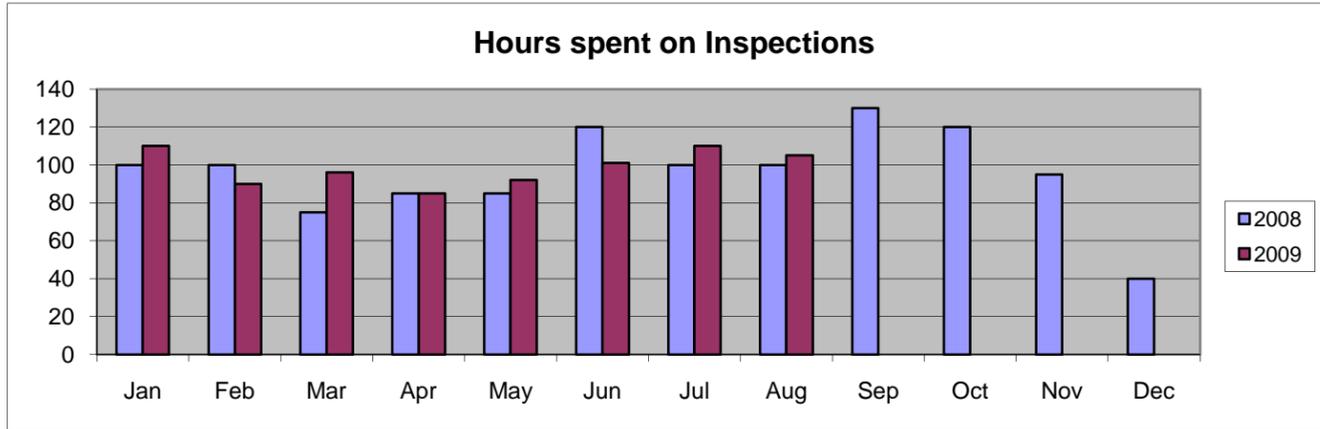


CDs Submitted (August 2009)			
Description	Case Name	Case Number	Date Application Accepted
CD	AIA to the ACWWPID 4MG Water Storage Tank FDP	CD-0908-002	8/24/2009

The Engineering Division approved 1 CD in August: Southglenn Kiosks Building, August 4, 2009.

## Infrastructure Inspections

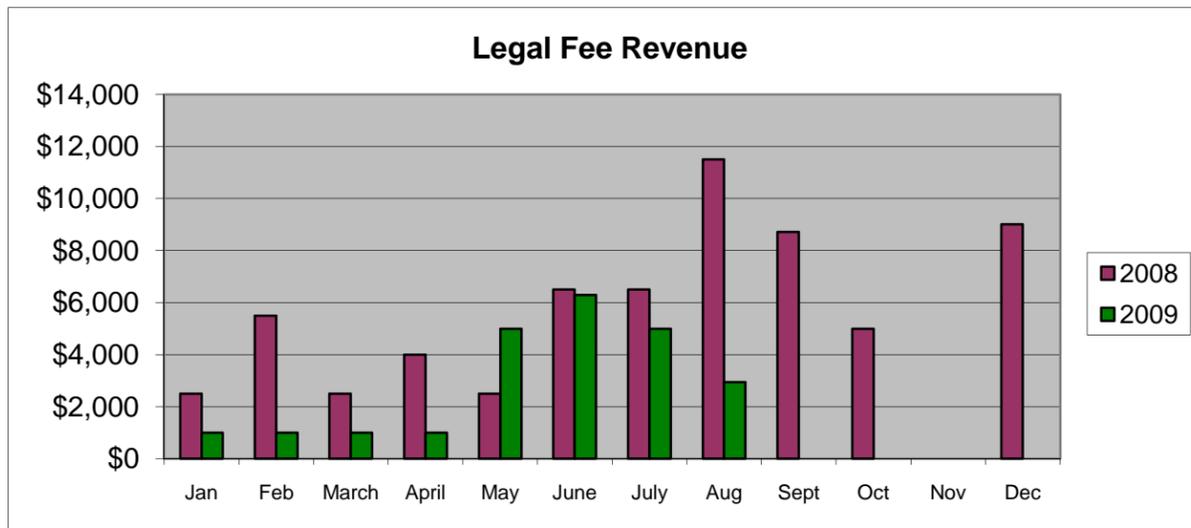
In August, 17 individual projects/sites were inspected. City staff spent a total of 105 hours performing these inspections. YTD revenues for 2009 are \$1,000. Inspection fees began this year.



<b>Infrastructure Inspections (August 2009)</b>		
<b>General Location</b>	<b>Case Name</b>	<b>Status</b>
Jordan and Arapahoe	Arapahoe Commons	Under Construction
Revere and Caley	Homeland Security Building	Close Out
Parker and Lewiston	Lazy Hills	Close Out
Easter and Lima	East Lima Subdivision	Under Construction
Arapahoe and University	Streets at SouthGlenn	Under Construction
Arapahoe and Potomac	Village at Centennial	Under Construction
Nome and Peakview	The Wyndham	Under Construction
Flanders and Reservoir	Traffic Signal	Under Construction
Parker Road and Arapahoe Road	Centennial Center	Under Construction
Chester & County Line	Ethan Allen	Under Warranty
Potomac & Fremont	Comcast	Close Out
Vine & Arapahoe Road	American National Bank	Close Out
Paris & Briarwood	The Ridge	Under Construction
Costilla & South Holly	Our Father Lutheran	Close Out
Smoky Hill & Picadilly	Sprouts	Under Construction
Smoky Hill & Picadilly	Huntington Park n Ride	Under Construction
6830 S Dawson circle	Rainbow Research	Under Construction

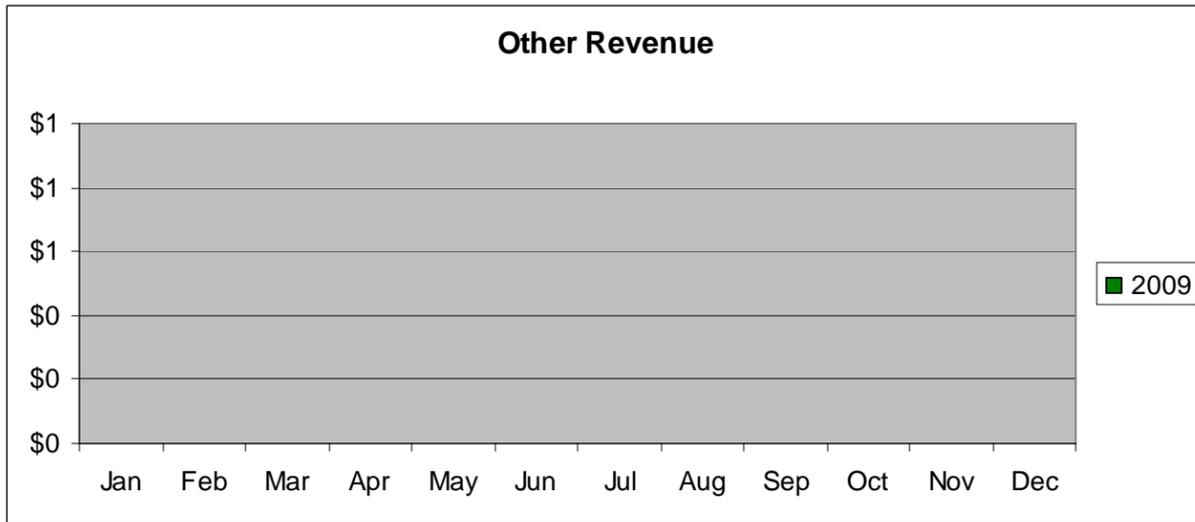
## Legal Services

In August, a total of \$2,942 in revenue was received for legal services. YTD revenues for 2009 are \$23,242 compared to \$41,500 for 2008, which reflects the slower application activity this year. Legal fees are collected to cover actual legal costs and don't impact the final budget in a negative or positive way.



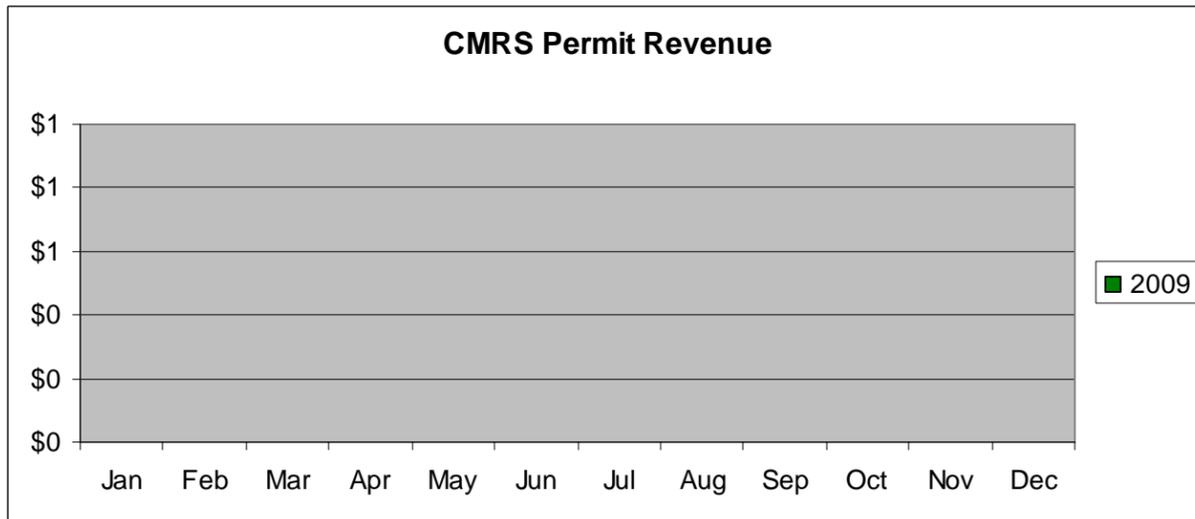
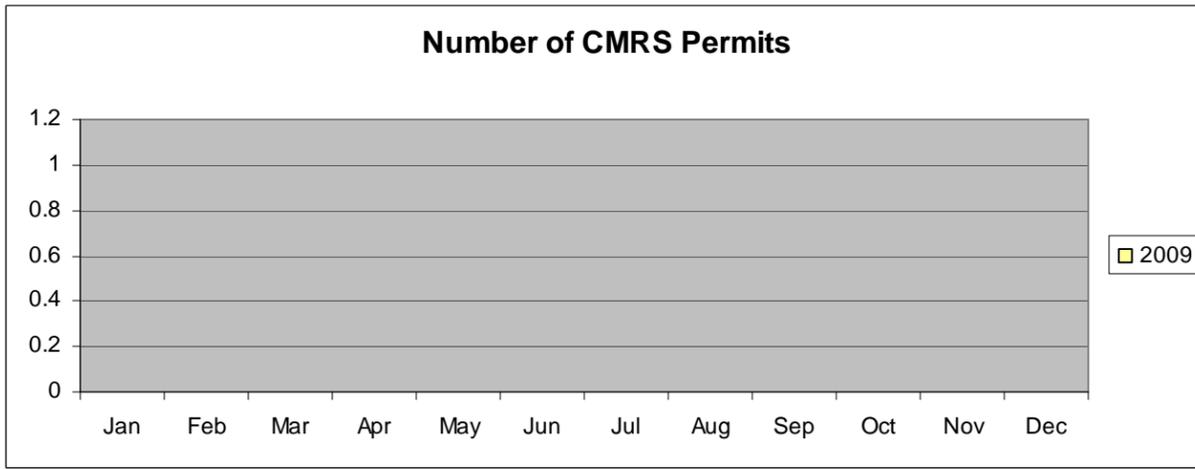
## Other Fees

In August, no revenue was received for other fees. YTD revenues for 2009 are \$0, which is below the 2009 projected revenue of \$1,336. Other fee tracking began in January 2009.



## CMRS Permits

In August, no revenue was received for CMRS permits. YTD revenues for 2009 are \$0, which is below the 2009 projected revenue of \$4,000. CMRS permit tracking began in January 2009.



CMRS Permits (August 2009)		
Project or Location	Case Number	Date Received and Issued
None		

## City Work Orders

In August, Centennial Engineers did not work on any CWOs. YTD value provided total is \$901.

CWOs Worked on by City (August 2009)		
Description	Hours	Value
	None	

The City has to outsource a specific aspect of reviews to an engineering consultant. In July, 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 \$7,167.

CWOs Worked on by Consultants (August 2009)		
Description	Hours	Fee
	None	

**Streets @ Southglenn update:**

Planning and Engineering staff assisted Alberta in opening 21 stores/restaurants for the Southglenn Grand Opening on August 27, 2009. The next major opening will be with the theater in November of 2009. The developer has been working over the last week to open the buildings on the corner of Arapahoe and University (buildings HV1-HV3). Alberta and South Arapahoe Water and Sanitation District are working to get all of the buildings at Southglenn approved for sanitary connections.

Derek Holcomb and Britton Thomas have reviewed ASP #2(Overall Site), #3(High Visibility Corner), #6(Parking Structure), #9(Sears), #14 (Blocks 5 and 6), and #16 (Commons and Plaza Areas). Mr. Holcomb has also reviewed ASP #15b for Trice Jewelers. Mr. Thomas has reviewed the ASP pertaining to the Grading Revision to the Verizon pad site to ensure proper drainage is achieved.

Mr. Holcomb is working on an MDP Amendment for overall signage criteria, which includes the incorporation of new signage type to meet the needs of individual tenants, and signage criteria for the Kiosks near the movie theatre.

Marvin Sytsma coordinated with CDOT on permits and inspections. He made joint inspections with the Chief Building Official and Littleton Fire Rescue personnel and coordinated field issues related to ADA compliance grading and drainage.