

**Planning & Development Department
Planning & Engineering Divisions
Monthly Report for December 2009
January 6, 2010**

Activity

- [Land Use Applications](#) – There were 2 applications compared to 12 in 2008.
- [Pre-Submittal Applications](#) – There were 2 applications compared to 2 in 2008.
- [City Council](#) – City Council heard 4 land development projects compared to 1 in 2008.
- [Planning and Zoning Commission](#) – There were 2 projects heard compared to 1 in 2008.
- [Board of Adjustment](#) – There were 0 variance requests heard compared to 0 in 2008.
- [Fence Permits](#) – There were a total of 5 applications compared to 7 in 2008. Average number of days to approve was 1 business day.
- [Sign Permits](#) – There were a total of 6 applications compared to 16 in 2008. Average number of days to approve was 3.3 business days.
- [Right-of-Way Permits](#) – There were 4 permits issued compared to 1 in 2008.
- [Subdivision Improvement Agreements](#) – There were 0 SIA's submitted.
- [Construction Drawings](#) – There were 4 CD applications compared to 2 in 2008.
- [Infrastructure Inspection](#) – There were 12 individual projects/sites inspected this month. City staff spent a total of 53 hours performing these inspections.
- [CMRS Permits](#) – There were 2 permits issued.
- **Visitors** – There were 45 visitors; an average of 2.1 per work day.
- **Customer Surveys** – Surveys were received from Code Enforcement and Building clients. Overall the feedback has been positive. Staff will continue to make improvements based upon suggestions.

Revenue

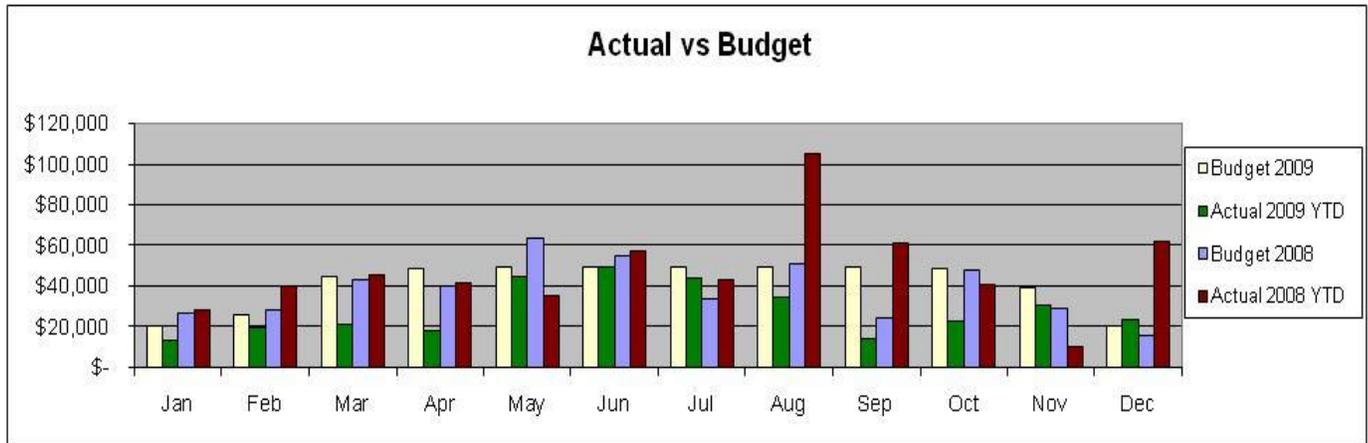
[Total revenue](#) – YTD \$336,731 in revenue has been collected, which is below the 2009 projected budget \$495,004. This is 68% of projected revenues.

P & E Special Projects

- **Streets @ Southglenn** – The Planning & Engineering Divisions assumed responsibility of all remaining work at Streets @ Southglenn in August. Specific details of our involvement and progress are on page 17.
- **Transportation Master Plan** – The staff technical team met with Felsburg, Holt and Ullevig to kickoff this project. The team is working on a community communication plan and preliminary dates for City Council and Public Meetings. The plan is currently scheduled to be presented to the Council in February for review and comment.
- **Parker Jordan Open Space and Cherry Creek Trail** – PJMD submitted construction documents for the permanent Cherry Creek Trail to the City and SEMSWA for review. PJMD is planning for construction in the Spring/Summer 2010 of the trail.
- **Tagawa Access Road** – The City completed and the Council authorized an IGA for the 1.5 acre parcel the City needs to construct the Tagawa Access Road from Broncos Parkway. The agreement included provisions for open space participation along with other easements and agreements that must be completed before the property is transferred to the City.

Total Revenue

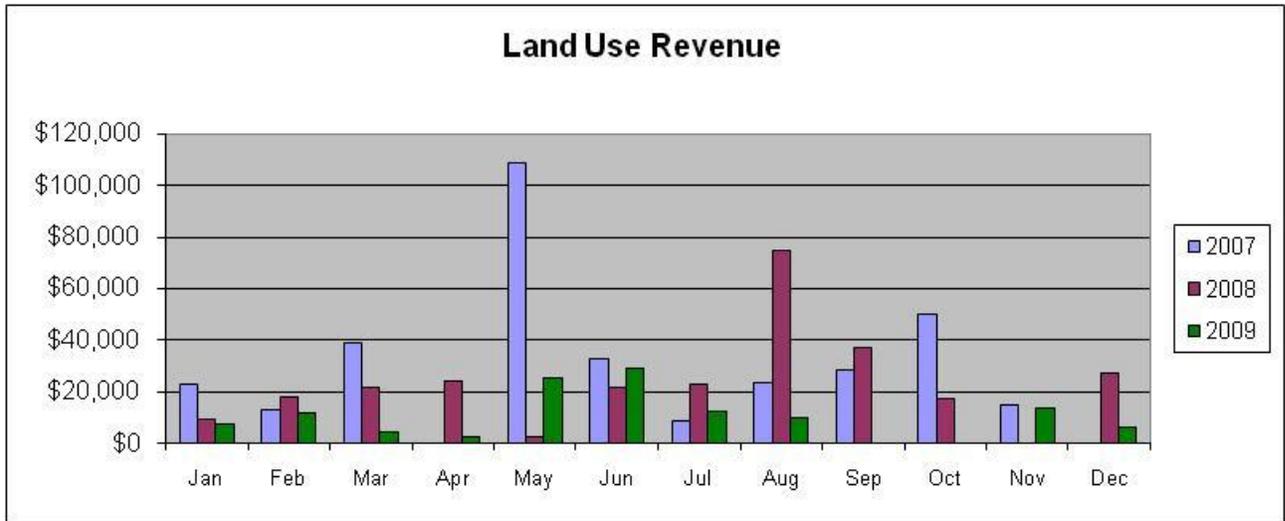
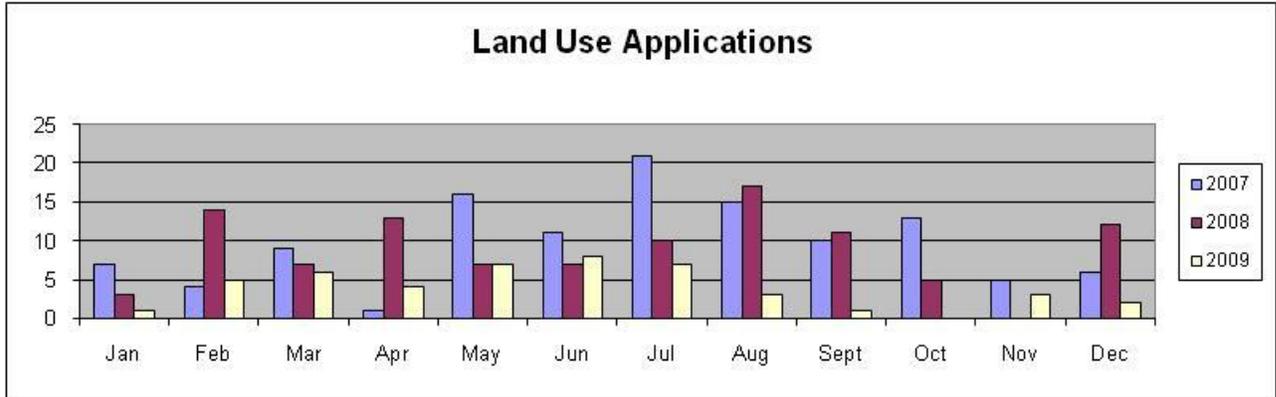
In December, the total revenue received was \$23,901. YTD the Planning & Engineering revenues of \$336,731 are roughly 32% below the projected 2009 YTD budget of \$495,004.



- **Land Use Applications** – YTD \$122,944 in revenue has been collected, which is below the 2009 projected budget of \$240,000.
- **Fence Permits** – YTD \$22,238 in revenue has been collected, which is above the 2009 projected budget of \$10,000.
- **Sign Permits** – YTD \$99,479 in revenue has been collected, which is above the 2009 projected budget of \$40,000.
- **Right-of-Way Permits** – YTD \$21,778 in revenue has been collected, which is below the 2009 projected budget of \$55,000
- **Subdivision Improvement Agreements** – YTD \$5,500 in revenue has been collected, which is below the 2009 projected budget of \$10,000.
- **Construction Drawings** – YTD \$25,200 in revenue has been collected, which is below the 2009 projected budget of \$66,000.
- **Infrastructure Inspection** – YTD \$2,000 in revenue has been collected, which is below the 2009 projected budget of \$12,000.
- **Legal Fees** – YTD \$30,742 in revenue has been collected, which is below the 2009 projected budget of \$54,000.
- **Other Fees** – No revenue has been collected YTD, which is below the 2009 projected budget of \$2,000.
- **CMRS Fees** – YTD \$6,750 has been collected YTD, which is above the 2009 projected budget of \$6,000.

Land Use Applications

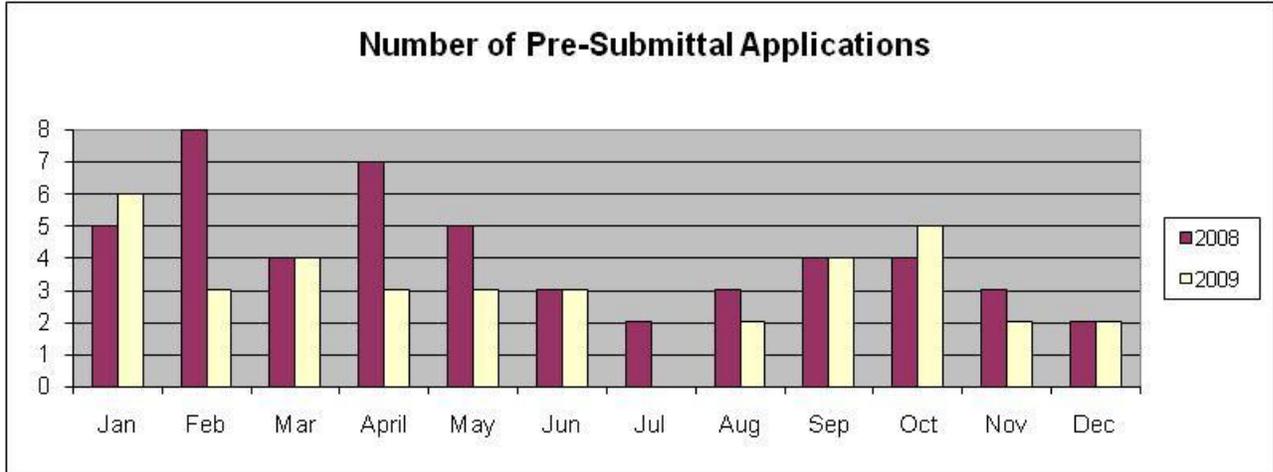
In December, the City received 2 land use applications with \$6,320 in monthly revenue. YTD land use application activity is slower than the previous year and YTD revenues are lower. YTD applications for 2009 are 47 compared to 106 in 2008. YTD revenues for 2009 are \$122,884 compared to \$276,338 for 2008.



Land Use Applications Submitted (December 2009)		
Land Use Case Number	Project Name	Open Date
LU-0912-001	Data Center – RTU Replacement	12/17/2009
LU-0912-002	King Soopers AA – Front Entry Canopy	12/17/2009

Pre-Submittal Applications

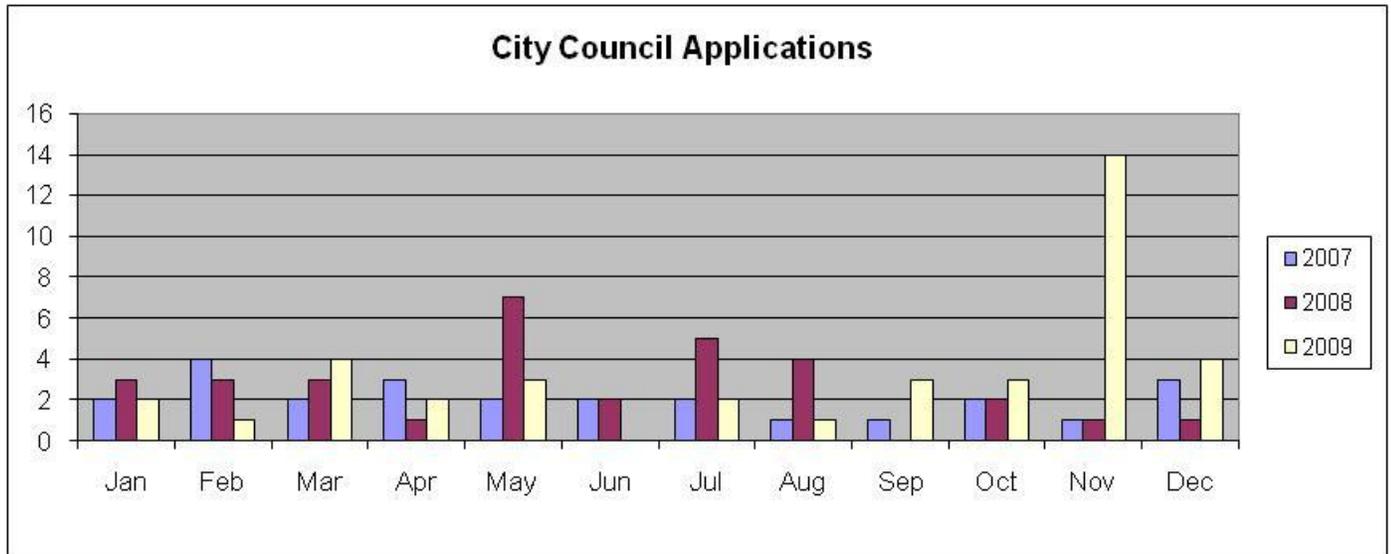
In December, the City received 2 pre-submittal applications. YTD pre-submittal activity is slower than the previous year. YTD total applications received for 2009 are 37 compared to 50 for 2008.



Pre-submittal Applications Submitted (December 2009)		
Pre-submittal Case Number	Project Name	Open Date
PS-0912-003	Brown Development & Investment	12/11/2009
PS-0912-001	Lifetime Fitness	12/09/2009

City Council

In December, City Council heard 4 planning and development projects as compared to hearing 1 in 2008. YTD, City Council has heard 39 development projects as compared to 32 in 2008.

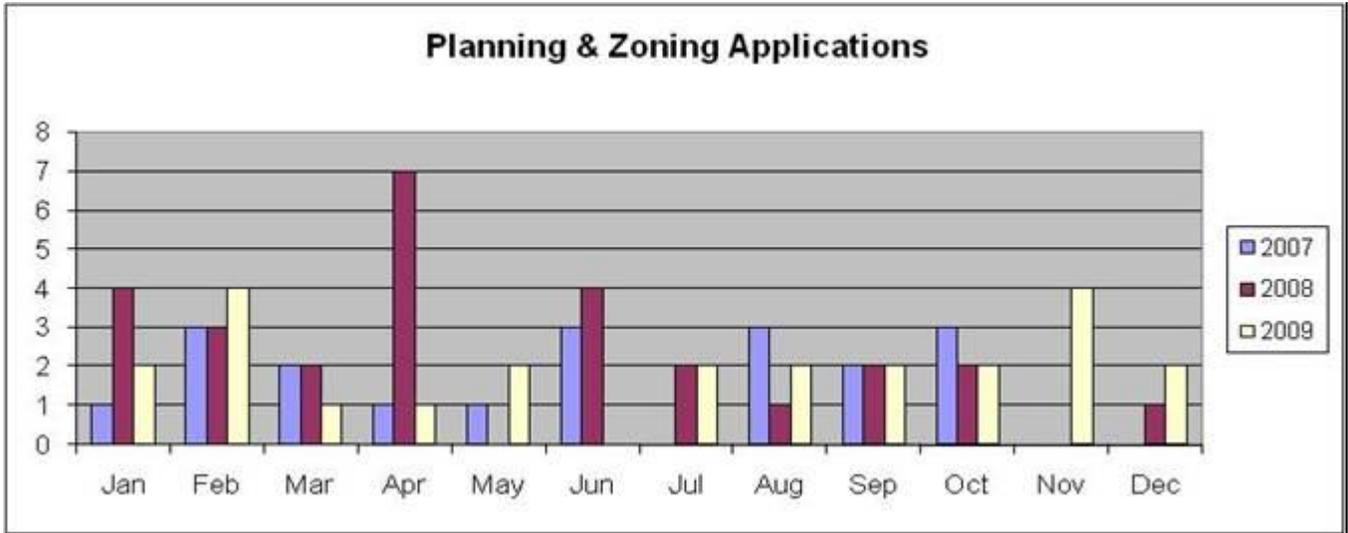


Land Development Projects Heard by City Council (December 2009)				
Description	Case Name	Case Number	Hearing Date	Action
Land Use	Century Highland Park PDP Public Hearing & Second Reading	LU-0906-008	12/07/2009	Denied
Land Use	Hindu Temple and Cultural Center of the Rockies FDP	LU-0809-002	12/07/2009	Approved
Land Use	Presentation of Survey of Local Realtors 2009	NA	12/07/2009	N/A
Land Use	Legacy Communications FDP	LU-0808-003	12/14/2009	Approved

Land Development Projects Scheduled for City Council (January 2010)			
Description	Case Name	Case Number	Hearing Date
Land Use	Arapahoe High School Zoning – 1 st Reading	NA	1/04/2010
Land Use	Chapel Hill Cemetery Zoning – 1 st Reading	NA	1/04/2010
Land Use	Estancia Subdivision Zoning 1 st Reading	NA	1/04/2010

Planning & Zoning Commission

In December, the Planning & Zoning Commission heard 2 development projects as compared to hearing 1 in 2008. YTD, the Planning & Zoning Commission has heard 24 development projects as compared to 28 in 2008.



Land Development Projects Heard by PZ Commission (December 2009)

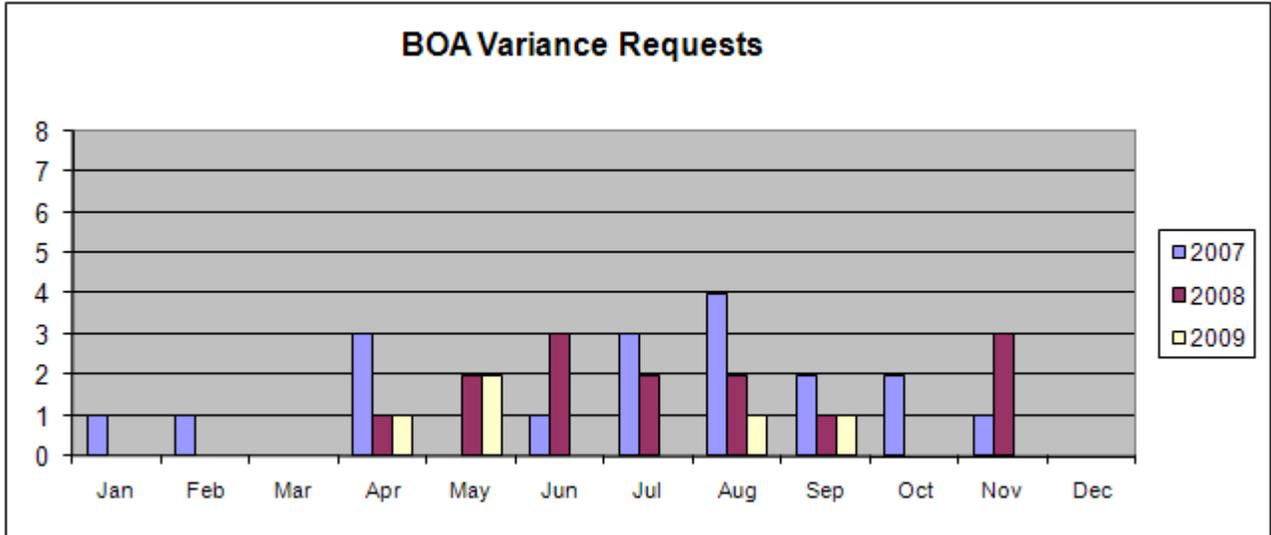
Description	Case Name	Case Number	Hearing Date	Action
Land Use	Presentation of Local Realtors 2009	NA	12/09/2009	NA
Land Use	LDC Discussion	NA	12/09/2009	NA

Land Development Projects Scheduled for PZ Commission (January 2010)

Description	Case Name	Case Number	Hearing Date
Land Use	1 st Amendment to the Centennial Corner FDP	LU-0907-006	1/13/10
Land Use	Vista Verde Estates PDP	LU-0906-006	1/13/10
Land Use	Vista Verde Estates FDP	LU-0906-007	1/13/10
Land Use	Arapahoe High School Zoning	NA	1/13/10
Land Use	Chapel Hill Cemetary Zoning	NA	1/13/10
Land Use	Estancia Subdivision Zoning	NA	1/13/10

Board of Adjustment

In December, the Board of Adjustment heard 0 variance requests as compared to hearing 0 in 2008. YTD, the Board of Adjustment heard 5 variance requests as compared to 14 in 2008.



**Land Development Projects Heard by the Board of Adjustment
(December 2009)**

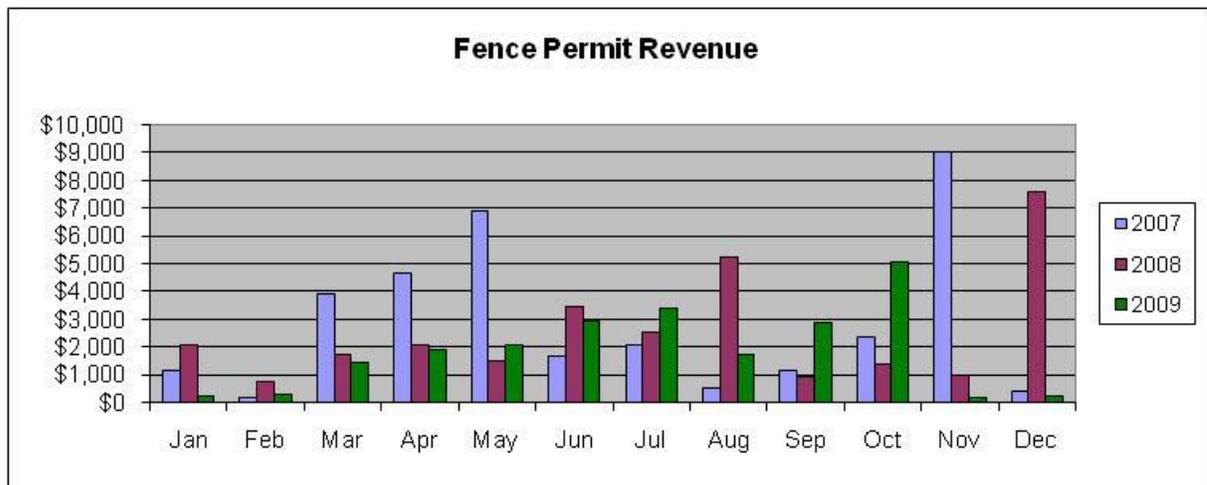
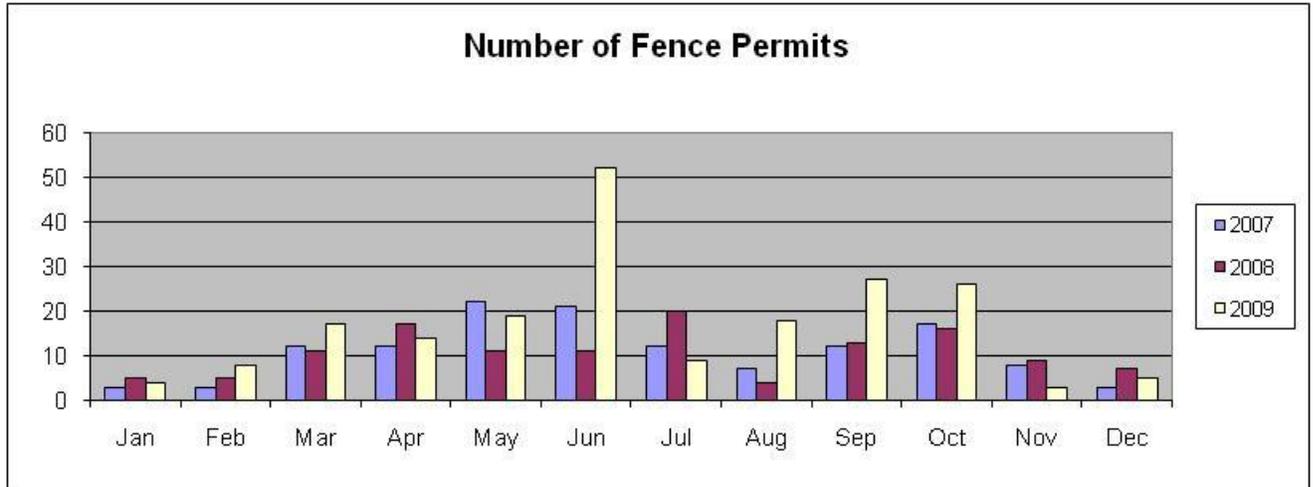
Description	Case Name	Case Number	Hearing Date	Action
BOA	None			

**Variance Requests Scheduled for the Board of Adjustment
(January 2009)**

Description	Case Name	Case Number	Hearing Date
BOA	None		

Fence Permits

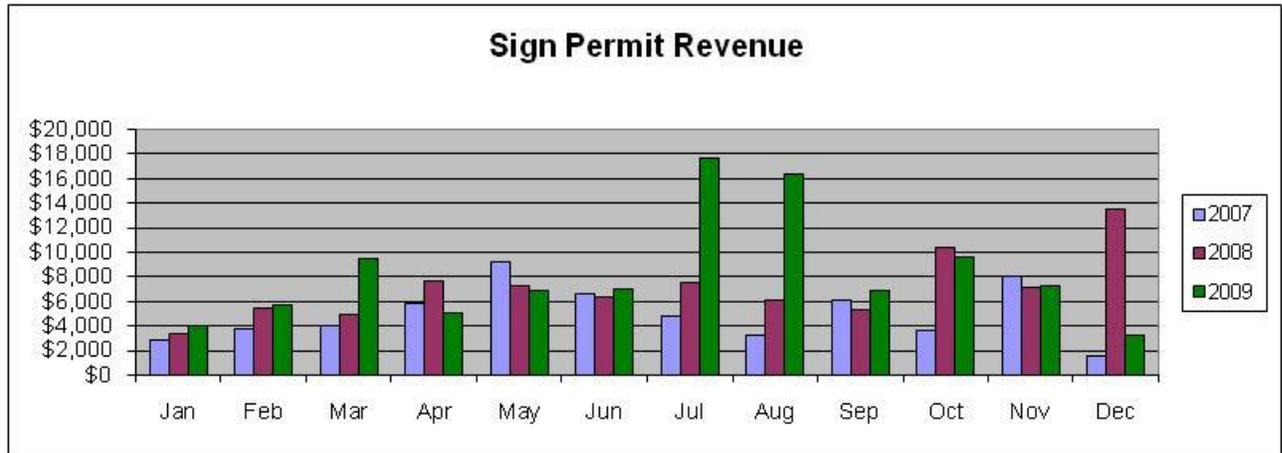
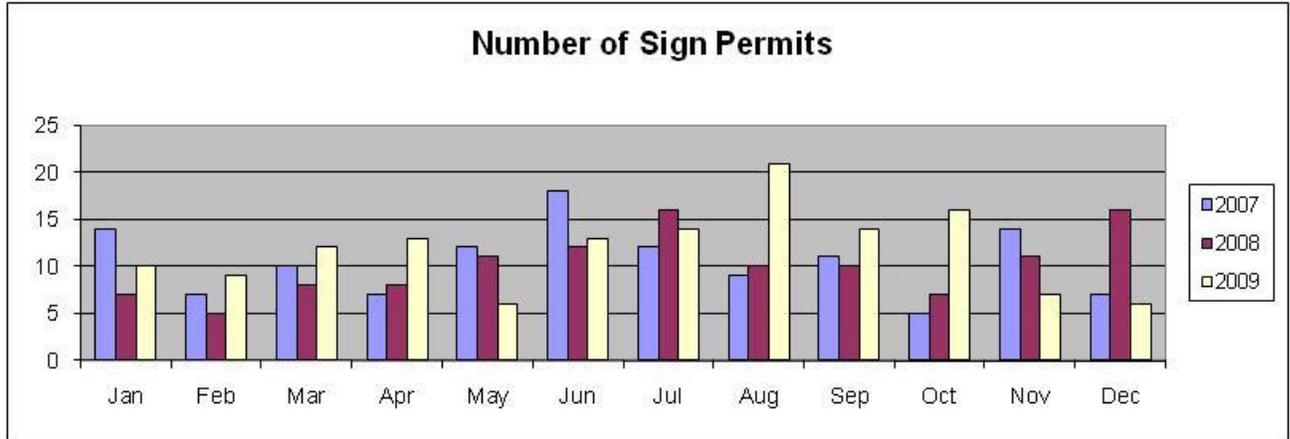
In December, the City received 5 fence permit applications with the monthly revenue of \$232. YTD fence permit application activity is higher than the previous year, and YTD revenues are slightly lower. YTD applications for 2009 are 202 compared to 129 for 2008. YTD revenues for 2009 are \$22,238 compared to \$30,127 for 2008. June of 2009 we processed 26 fence permits with no revenue. There was 1 fence permit through Rapid Review Thursday in December.



Fence Permits Submitted (December 2009)			
Location	Case Number	Date Received	Date Approved
21108 E. Bellewood Drive	FE-0912-001	12/02/2009	12/02/2009
7965 S. Vincennes Way	FE-0912-002	12/03/2009	12/04/2009
SE Corner of Broncos Way & Jordan	FE-0912-003	12/04/2009	12/04/2009
7316 S. Ogden Way	FE-0912-004	12/15/2009	12/15/2009
852 E. Briarwood Circle S.	FE-0912-005	12/17/2009	12/17/2009
Average Approval Time – Business Days			1 Days

Sign Permits

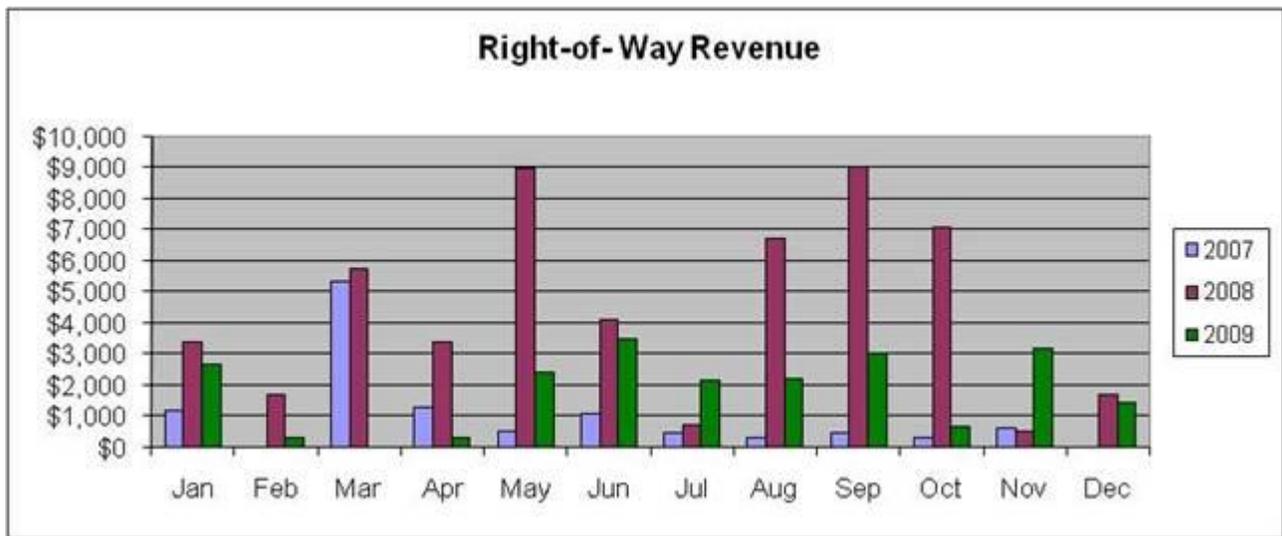
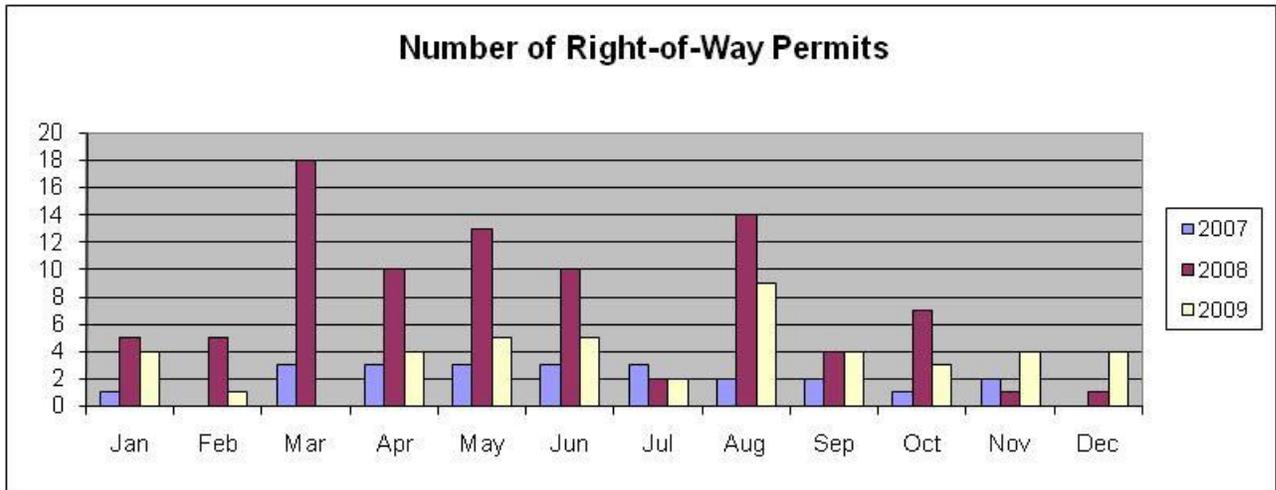
In December, the City received 6 sign permit applications with the monthly revenue of \$3,300. YTD sign permit application activity is higher than the previous year, and YTD revenues are higher. YTD applications for 2009 are 141 compared to 121 for 2008. YTD revenues for 2009 are \$99,479 compared to \$71,622 for 2008. There were no sign permits through Rapid Review Thursday in December.



Location	Case Number	Date Received	Date Approved
15765 E. Arapahoe Road	SG-0912-001	12/02/2009	12/04/2009
8006 E. Arapahoe Road	SG-0912-002	12/03/2009	12/16/2009
SE Corner Broncos Pkwy & Jordan Road	SG-0912-003	12/04/2009	12/14/2009
7305 South Potomac	SG-0912-004	12/10/2009	12/14/2009
15418 E. Orchard	SG-0912-005	12/14/2009	12/15/2009
6902 A S. Vine Street	SG-0912-006	12/16/2009	12/17/2009
Average Approval Time – Business Days		3.3 Days	

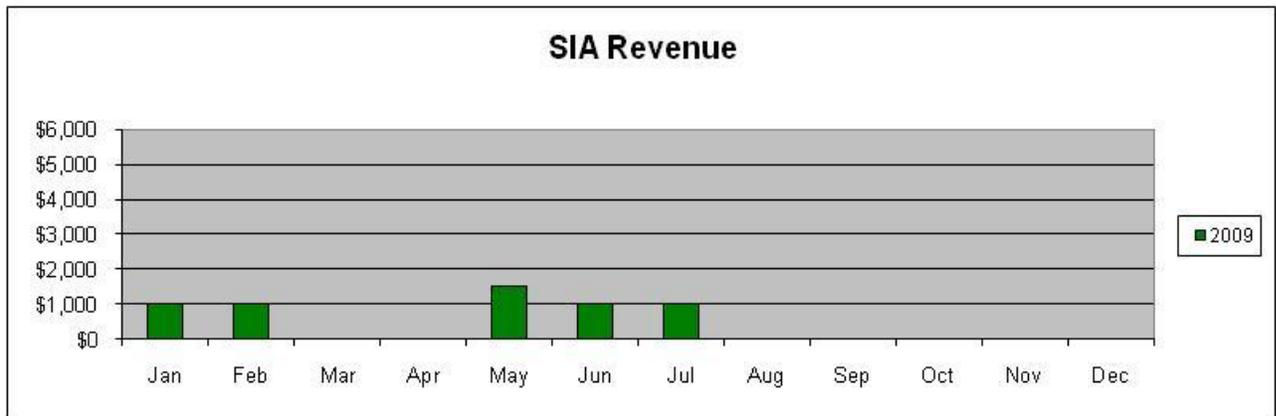
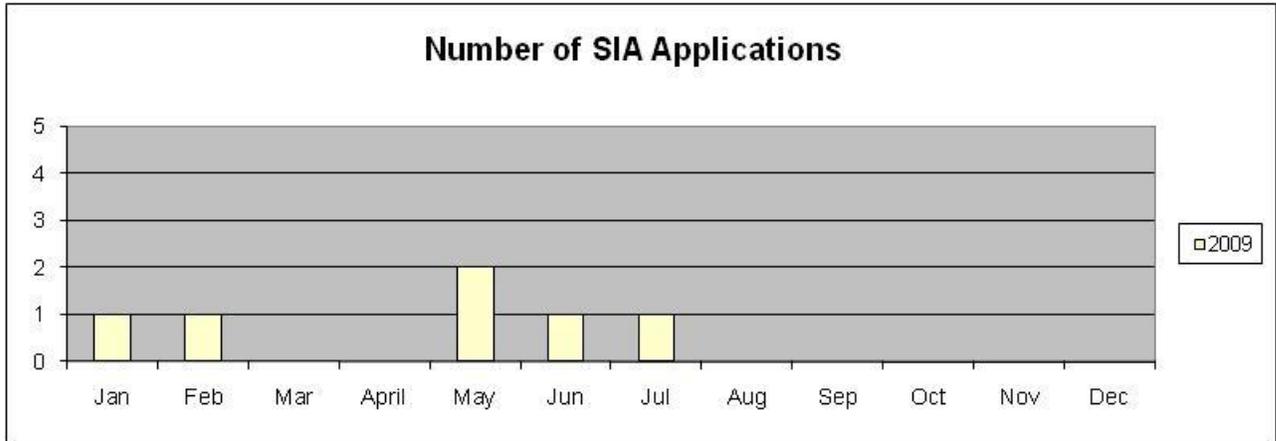
Right-of-Way Permits

In December, the City received 4 right-of-way permit applications with the monthly revenue of \$1,449. YTD right-of-way permit application activity is slower than the previous year and YTD revenues are lower. YTD applications for 2009 are 45 compared to 90 for 2008. YTD revenues for 2009 are \$21,878 compared to \$53,133 for 2008.



Subdivision Improvement Agreements (SIA)

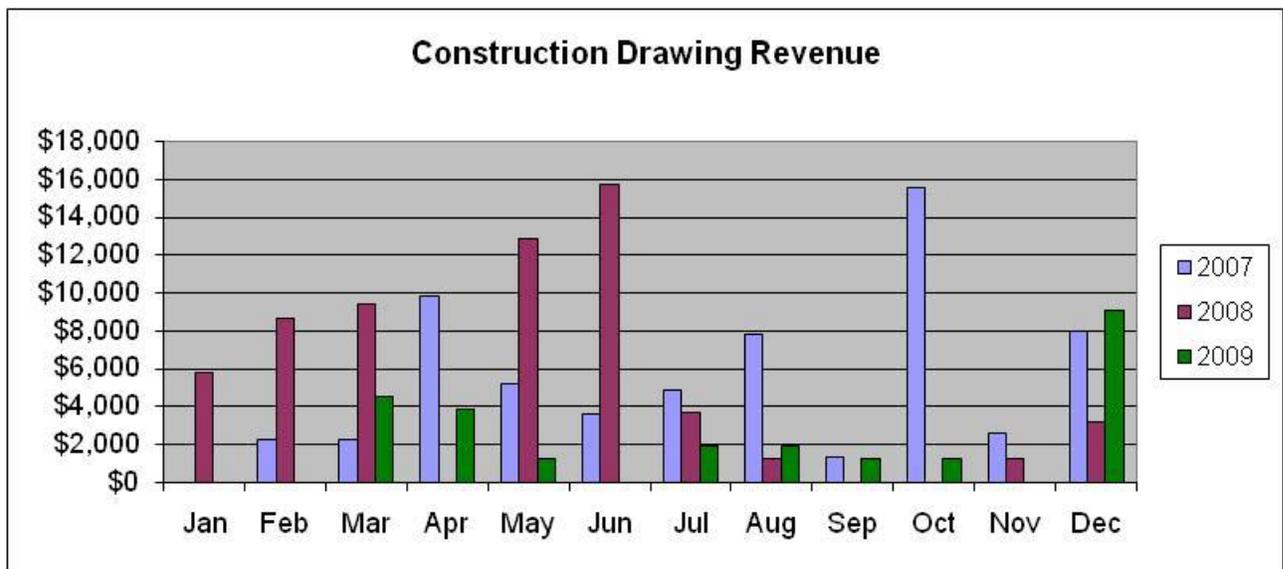
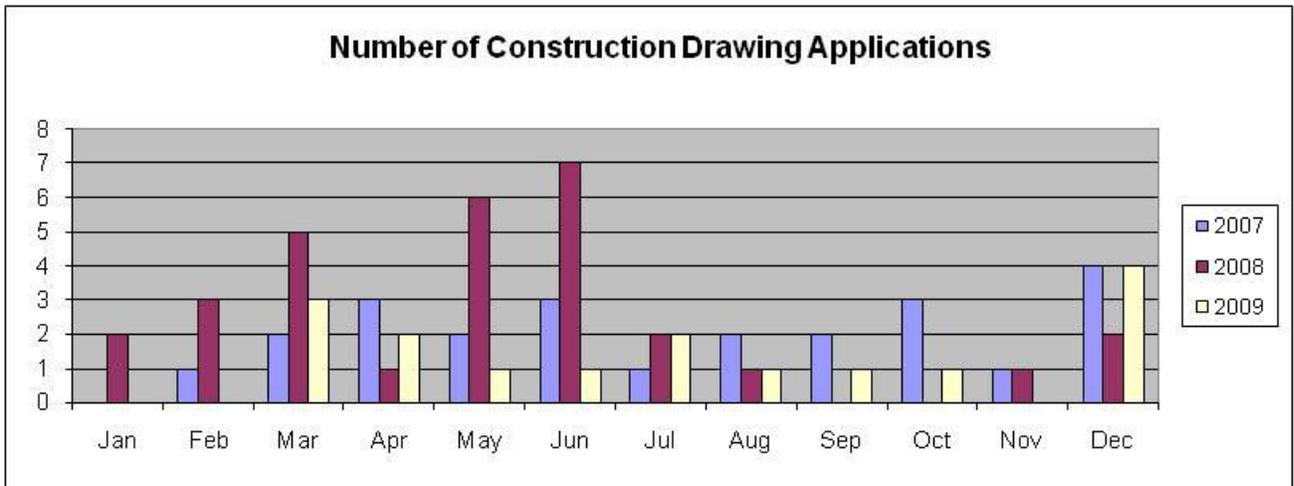
In December, the City received 0 SIA applications with the monthly revenue of \$0. YTD SIA applications for 2009 are 6 and YTD revenues for 2009 are \$5,500. Tracking of SIAs began in January 2009.



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

Construction Drawings (CD)

In December, the City received 4 CD applications with \$9,100 in monthly revenue. YTD CD permit application activity is slower than the previous year and YTD revenues are lower. YTD applications for 2009 are 16 compared to 30 for 2008. YTD revenues for 2009 are \$25,200 compared to \$62,000 for 2008.

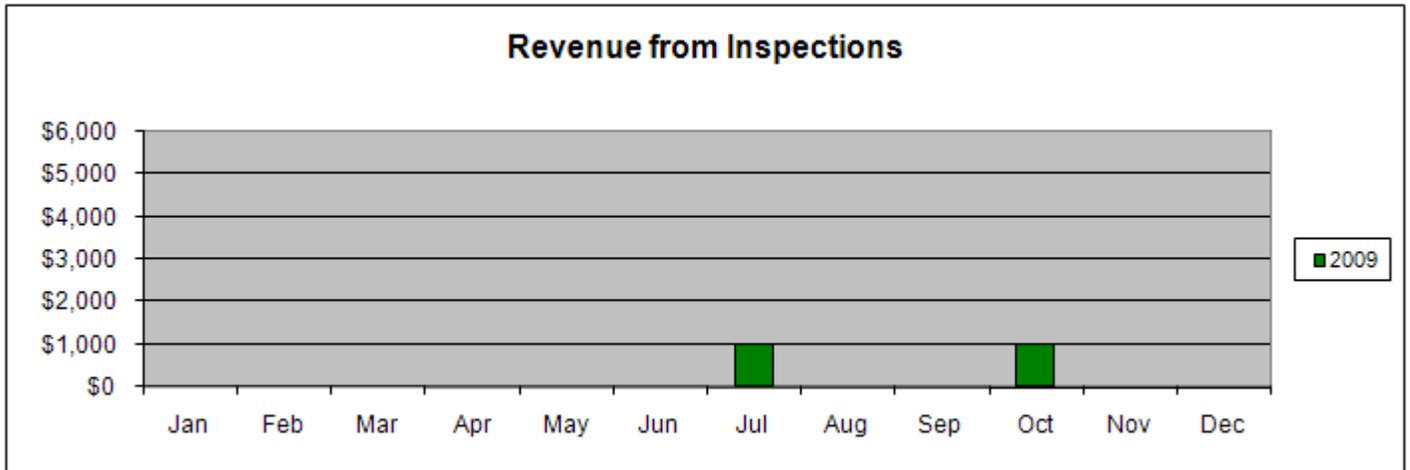


CDs Submitted (December 2009)			
Description	Case Name	Case Number	Date Application Accepted
CD	Parker Jordan Open Space Regional Trail	CD-0912-001	12/02/2009
CD	Heritage Elementary School	CD-0912-002	12/11/2009
CD	Quebec Village AA #12	CD-0912-003	12/18/2009
CD	IKEA	CD-0912-004	12/28/2009

The Engineering Division approved no CDs in December:

Infrastructure Inspections

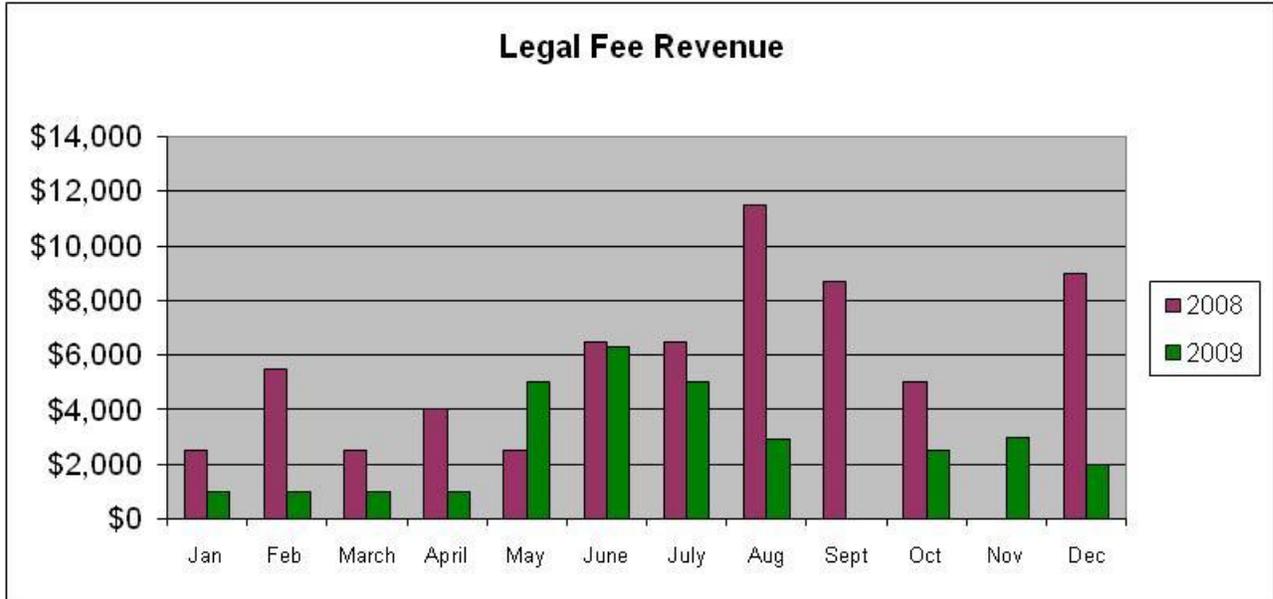
In December, 12 individual projects/sites were inspected and \$0 in revenue was collected. City staff spent a total of 53 hours performing these inspections. YTD revenues for 2009 are \$2,000. Inspection fees began this year.



Infrastructure Inspections (December 2009)		
General Location	Case Name	Status
Easter and Kenton	EasterLima Subdivision	Under Construction
Arapahoe and University	Streets at Southglenn	Under Construction
Picadilly & Smokey 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
Yosemite & Arapahoe Road	Solera Salon	Under Warranty
Smoky Hill & Buckley	Keystone Bank	Under Construction
Niagara & County Line	Foxridge VIII	Under Warranty
6830 S. Dawson Circle	Rainbow Research	Under Warranty

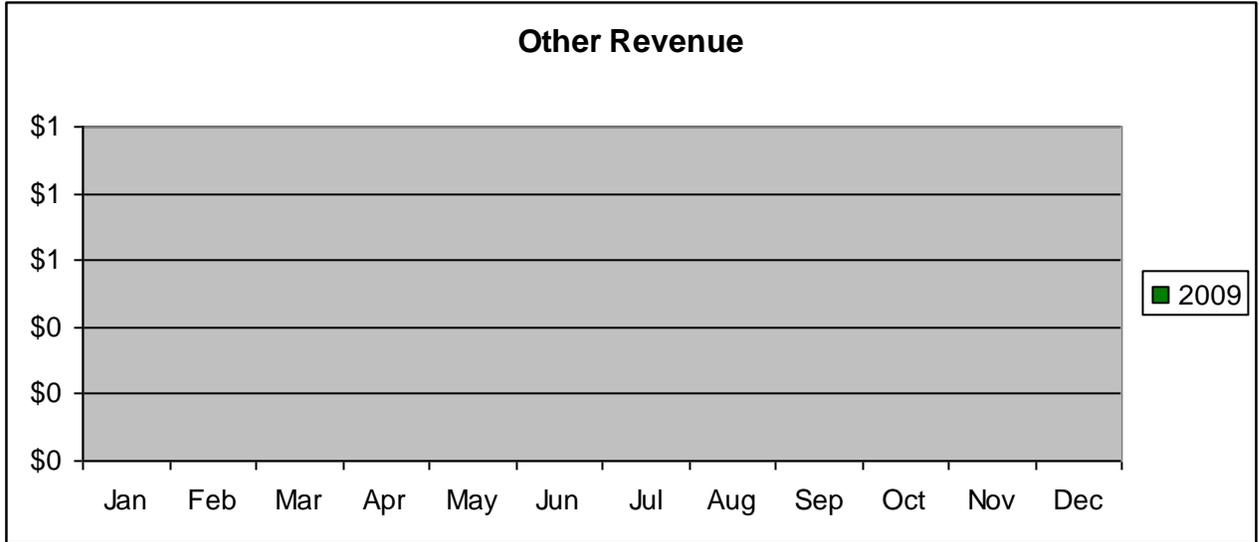
Legal Services

In December, a total of \$2,000 in revenue was received for legal services. YTD revenues for 2009 are \$30,742 compared to \$64,214 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.



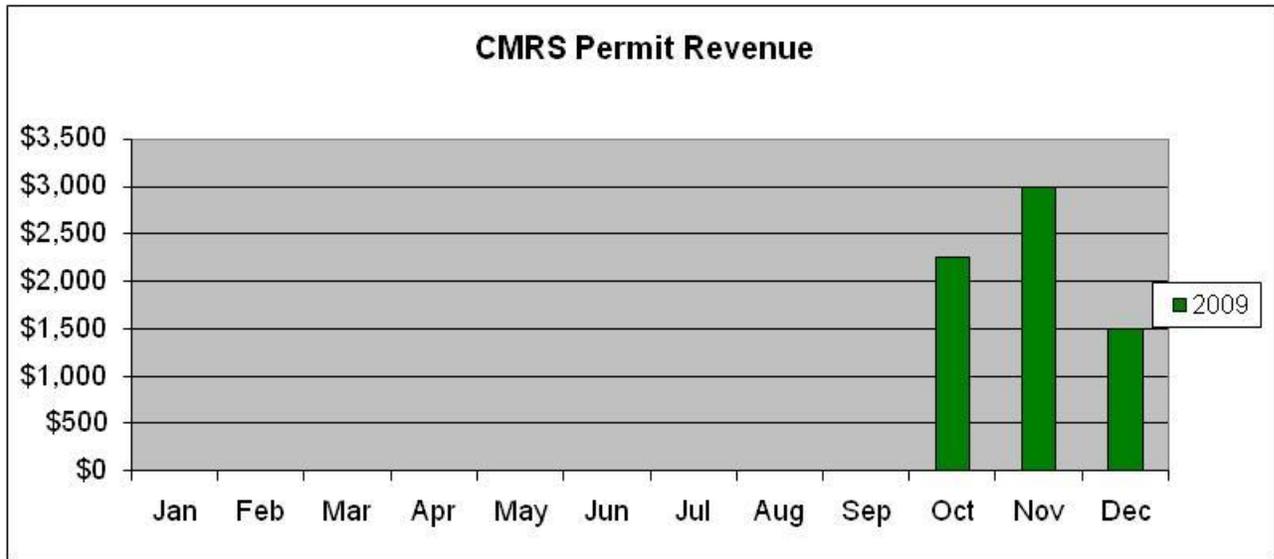
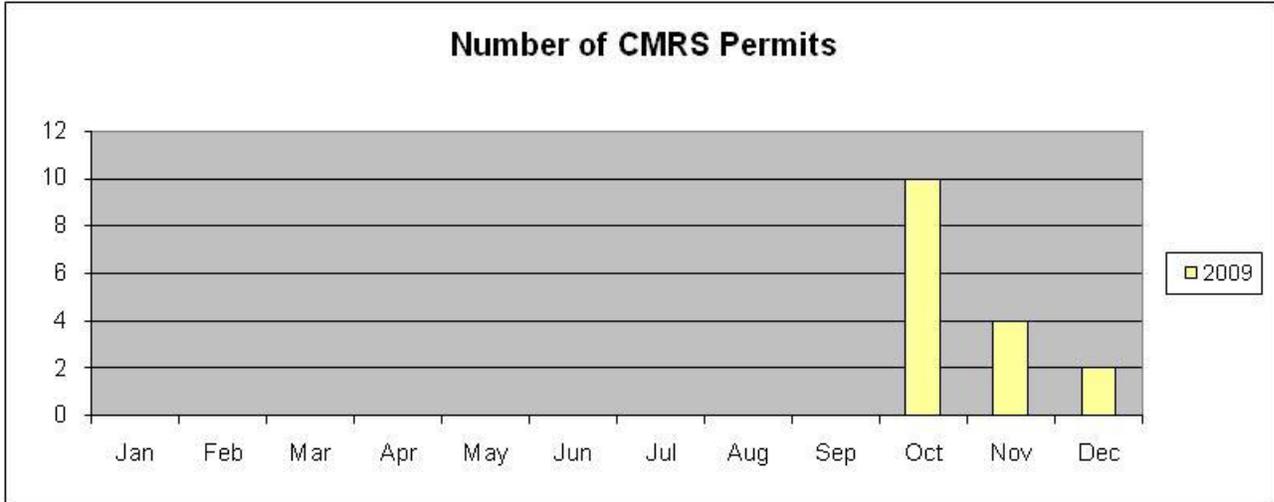
Other Fees

In December, no revenue was received for Other Fees. YTD revenues for 2009 are \$0, which is above the 2009 projected revenue of \$2,000. Other fee tracking began in January 2009.



CMRS Permits

In December, we received 2 CMRS Permits for \$1,500 in revenue. YTD revenues for 2009 are \$6,750, which is above the 2009 projected revenue of \$6,000. CMRS permit tracking began in January 2009.



CMRS Permits (December 2009)		
Project or Location	Case Number	Date Received and Issued
CMRS – Clearwire Panel antennae	LU-0912-003	12/21/2009
CMRS – Installation @ DeKoevand Tot Lot	LU-0912-004	12/22/2009

City Work Orders

In December, Centennial Engineers worked on 0 CWOs. YTD value provided total is \$901.

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

The City has to outsource a specific aspect of reviews to an engineering consultant. In December, 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 (December 2009)		
Description	Hours	Fee
	None	

Streets @ Southglenn update:

Derek Holcomb continues to work with Britton Thomas in completing weekly walkthroughs of the site on an as needed basis.

The ASP for Trice Jewelers has been approved. CD's are in review.