



City of Centennial
Community Development Department
Planning & Engineering Divisions
Monthly Report for December 2011

January 23, 2012

Activity

- [Land Use Applications](#) – There were 4 applications compared to 8 in 2010.
- [Pre-Submittal Applications](#) – There were 3 applications compared to 3 in 2010.
- [City Council](#) – City Council heard 4 projects compared to 2 in 2010.
- [Planning and Zoning Commission](#) – There were 2 projects heard compared to 1 in 2010.
- [Board of Adjustment](#) – There were 0 variance requests heard compared to 2 in 2010.
- [Fence Permits](#) – There were 7 applications compared to 5 in 2010. Average number of days to approve was 2.8 business days.
- [Sign Permits](#) – There were 11 applications compared to 24 in 2010. Average number of days to approve was 2.6 business days.
- [Right-of-Way Permits](#) – There were 0 permits issued compared to 2 in 2010.
- [Public Improvement Agreements](#) – There were 0 PIAs submitted compared to 2 in 2010.
- [Construction Drawings](#) – There were 2 CD applications compared to 1 in 2010.
- [Infrastructure Inspections](#) – There were 29 individual projects/sites inspected this month. City staff spent a total of 58 hours performing these inspections compared to 65 hours in 2010.
- [Business Registration Sales Tax License](#) – There were 20 business registration/sales licenses approved in 2011 compared to 24 in 2010.
- [Legal Fees](#) – There was \$2,056 in revenue collected in 2011 compared to \$4,500 in 2010.
- [CMRS Permits](#) – There were 3 permits issued compared to 1 in 2010.
- [Other Fees](#) – There was \$60,334 in revenue collected in 2011 compared to \$5,068 in 2010.
- [Visitors](#) – There were 27 visitors in the month of December; an average of 1.14 per work day.
- [Customer Surveys](#) – Planning & Engineering sent 25 surveys in December and received 2 results. Overall responses were positive.

Revenue

[Total Revenue](#) – December monthly revenue was \$90,855 compared to \$43,277 in 2010. YTD \$558,275 in revenue has been collected, which is 135% of the 2011 projected budget of \$413,300. Permits for Bus Bench and Shelter are now part of the Land Use Fund. We collected \$6,333 for December and collected \$76,000 year to date; this is not included in the total since it has a different budget line item.

P & E Special Projects

Below are the major projects for December and the approximate amount of time spent on each project. 156 Hours were spent on special projects in December.

- **Transportation Master Plan** – Nothing new to report on this project for December.
- **Code Compliance Contract** – Staff spent **51 Hours** on this project. The Code Compliance Contract went in front of City Council on 11/7/2011 and was approved. The current provider's, CPS, contract ended on December 31st and CH2MHill will start service for Code Compliance on January 1, 2012.

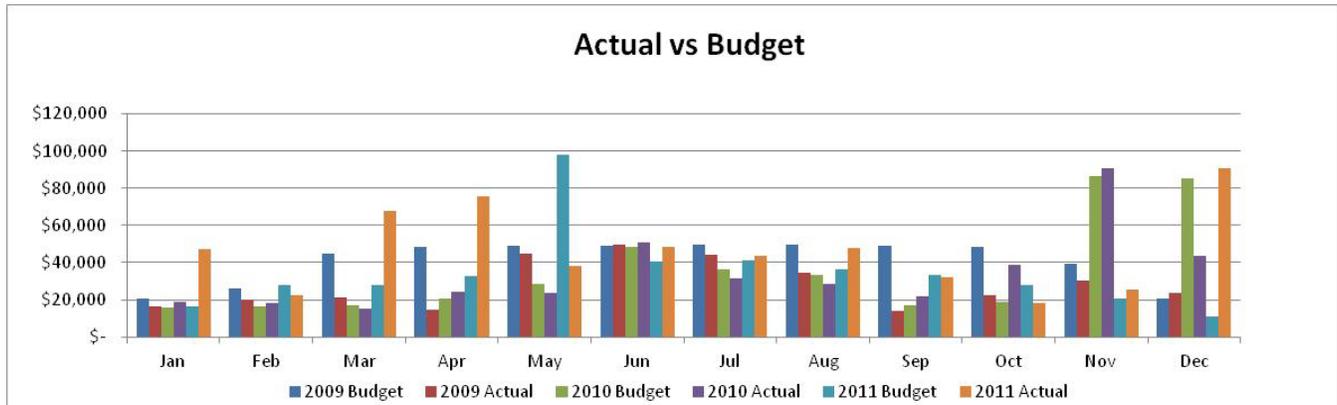
- **Bicycle Lane Project** – This project has added 18 miles of bike lanes to City streets in 2011. Engineering staff spent **3.5 Hours** on this project. The project is complete and Staff is working on final payment. Time was spent preparing presentations, reports, and ordinances to present to the Planning & Zoning Commission and City Council in December.
- **LDC Zoning Map** – Staff spent **39 Hours** in December on this project. Zoning map update is an ongoing project entering its second phase. In the next phase Staff will begin the rezoning of residential districts in the City that include schools, parks and open space. Staff is responding to inquiries from the public and will continue to review the LDC for potential improvements and amendments.
- **Centennial Center Park** – A total of **58.5 Hours** was spent during December. This project is substantially complete. The Construction Management Team handed over the park to the City Support Services for maintenance. Punch list, minor items, and final payment are continuing to be worked out with Turner Construction.
- **Sight Triangle Project** – A total of **4 hours** was spent on this project.
- **Community Profile** – A demographic and economic profile of the City of Centennial is being developed by the Current Planning Division using US Census Bureau data including ACS and 2010 census. **0 Hours** were spent formatting Census data for entry into Arc GIS in December.
- **GIS Projects**
 - GIS report to follow separately from the GIS Program Specialist.

Below is a summary list of Special Projects worked on by the Planning and Engineering Divisions for 2011.

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|--|---|
| <ul style="list-style-type: none"> • ALTA Survey Map • Annexations • Bicycle Lane Project • Building Services Transition • Bus Bench Grant • Capital Program Funding and Financing • Centennial Center Park • Cherry Creek Stream Reclamation Project • Code Compliance Contract - PSA • Code Compliance RFP • Community Profile • Deferred Code • GIS Projects • Home Improvement Program (HIP) • IKEA Coordination Committee | <ul style="list-style-type: none"> • IKEA Go Committee • IKEA Grand Opening • IKEA Traffic Control • IKEA Way Finding Traffic Signs • Innoprise • Keeping of Bees • LDC Zoning Map • Lighting Code • Medical Marijuana • Neighborhood Perimeter Beautification Program • Neighborhood Resource Guide (NRG) • Online Animal Licensing • Sight Triangle Project • Temporary Sign Enforcement • Transportation Master Plan |
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Total Revenue

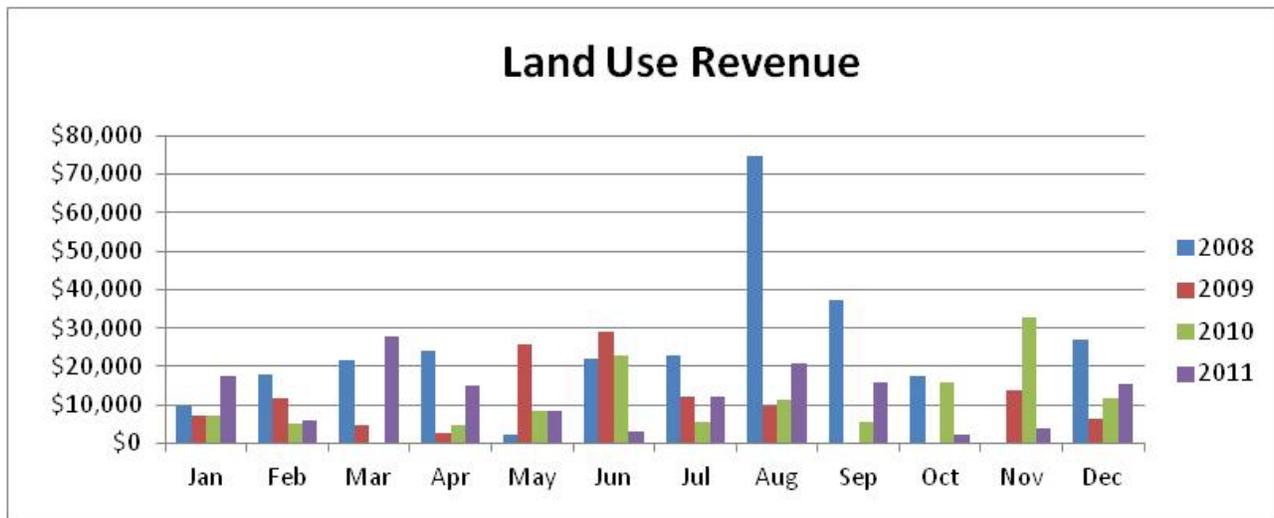
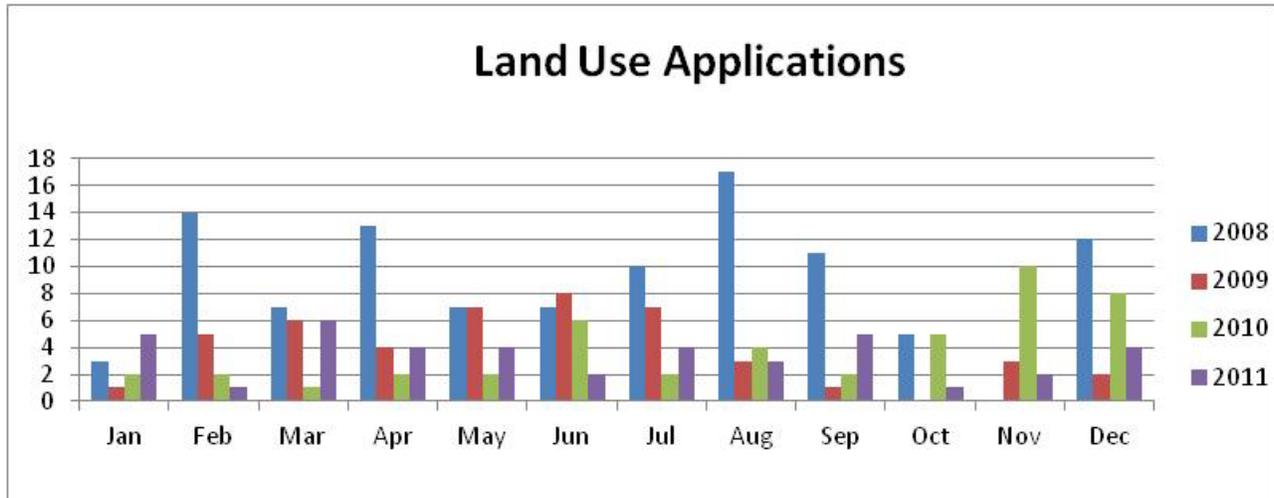
In December, the total revenue received was \$90,855. YTD the Planning & Engineering revenues of \$558,275 are roughly 135% of the projected 2011 YTD budget of \$413,300.



- **Land Use Applications** – YTD \$148,010 in revenue has been collected, which is above the 2011 projected budget of \$130,000.
- **Fence Permits** – YTD \$25,392 in revenue has been collected, which is above the 2011 projected budget of \$21,000.
- **Sign Permits** – YTD \$52,427 in revenue has been collected, which is below the 2011 projected budget of \$66,000.
- **Right-of-Way Permits** – YTD \$22,510 in revenue has been collected, which is above the 2011 projected budget of \$17,000.
- **Public Improvement Agreements** – YTD \$5,600 in revenue has been collected, which is below the 2011 projected budget of \$7,000.
- **Construction Drawings** – YTD \$54,000 in revenue has been collected, which is above the 2011 projected budget of \$19,000.
- **Infrastructure Inspection** – YTD \$34,500 in revenue has been collected, which is above the 2011 projected budget of \$10,000.
- **Legal Fees** – YTD \$28,832 in revenue has been collected, which is slightly above the 2011 projected budget of \$26,000.
- **CMRS Fees** – YTD \$26,550 has been collected, which is above the 2011 projected budget of \$14,000.
- **Other Fees** – YTD \$160,856 has been collected, which is above the 2011 projected budget of \$103,300. This amount includes all miscellaneous fees and revenue including Engineering hours from the Open Space Fund and Federal Grant Revenue.
 - **Federal Grant Revenue** (included in other fees) – YTD \$60,334 has been collected, which is below the 2011 projected budget of \$88,489. Money is reimbursed only after it is spent. We spent \$46,280 of the \$147,232 in 2010 and \$60,334 YTD, leaving a balance of \$40,618 to be collected in 2011. \$22,239 in 2011 was budgeted in the general fund for the Outdoor Lighting Code. A request for reimbursement for all of the bus benches was completed in December in order to receive remaining grant funds before the end of the year.

Land Use Applications

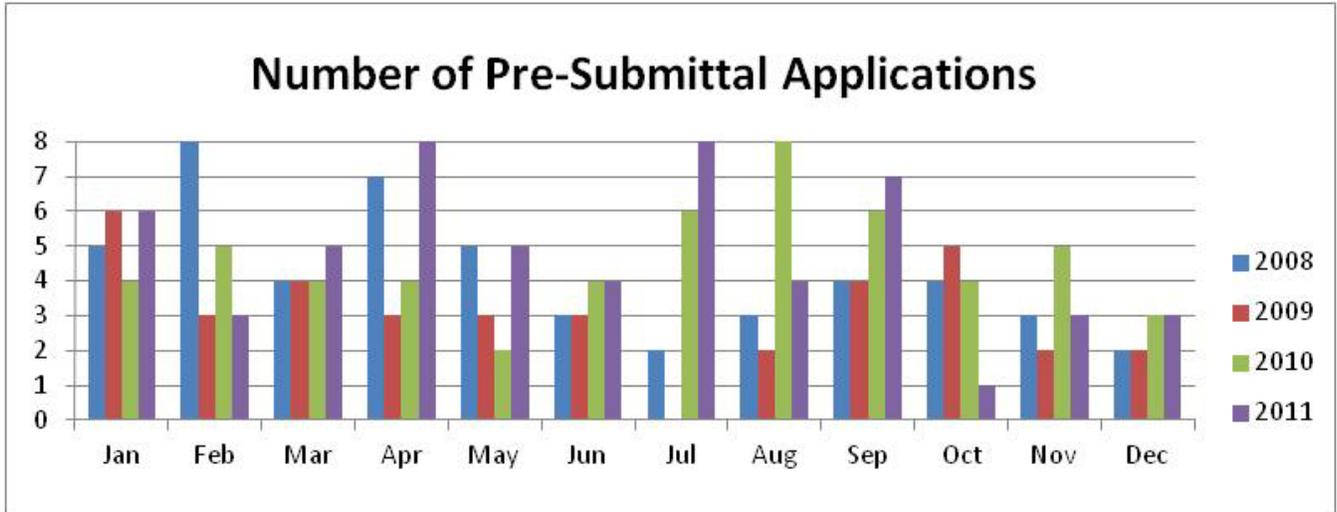
In December, the City received 4 land use applications with \$15,625 in monthly revenue. YTD land use application activity is slightly lower than the previous year and YTD revenues are higher. YTD applications for 2011 are 41 compared to 46 in 2010. YTD revenues for 2011 are \$148,010 compared to \$131,234 for 2010.



Land Use Applications Submitted (December 2011)		
Land Use Case Number	Project Name	Open Date
LU-11-00316	ACJC Lobby and Sally Port Expansion	12/08/2011
LU-11-00318	Easter Lime Annexation	12/15/2011
LU-11-00319	Easter Lima Zoning	12/15/2011
LU-11-00322	JD Carpenter Co. Fueling Facility	12/22/2011

Pre-Submittal Applications

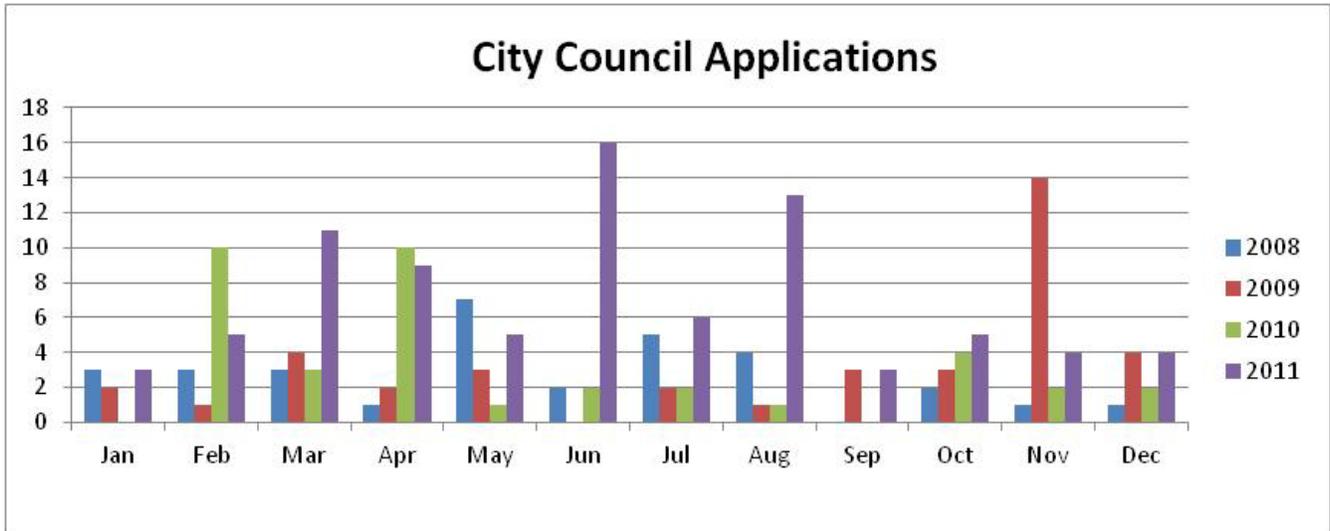
In December, the City received 3 pre-submittal applications compared to 3 in 2010. YTD pre-submittal activity is slightly greater than the previous year. YTD total applications received for 2011 are 57 compared to 54 for 2010. The City began tracking pre-submittal applications in 2008.



Pre-Submittal Applications Submitted (December 2011)		
Pre-Submittal Case Number	Project Name	Open Date
PS-11-00320	Latisys Data Center	12/19/2011
PS-11-00321	10200 E. Easter Ave	12/19/2011
PS-11-00323	E. Arapahoe Rd. Guard House	12/27/2011

City Council

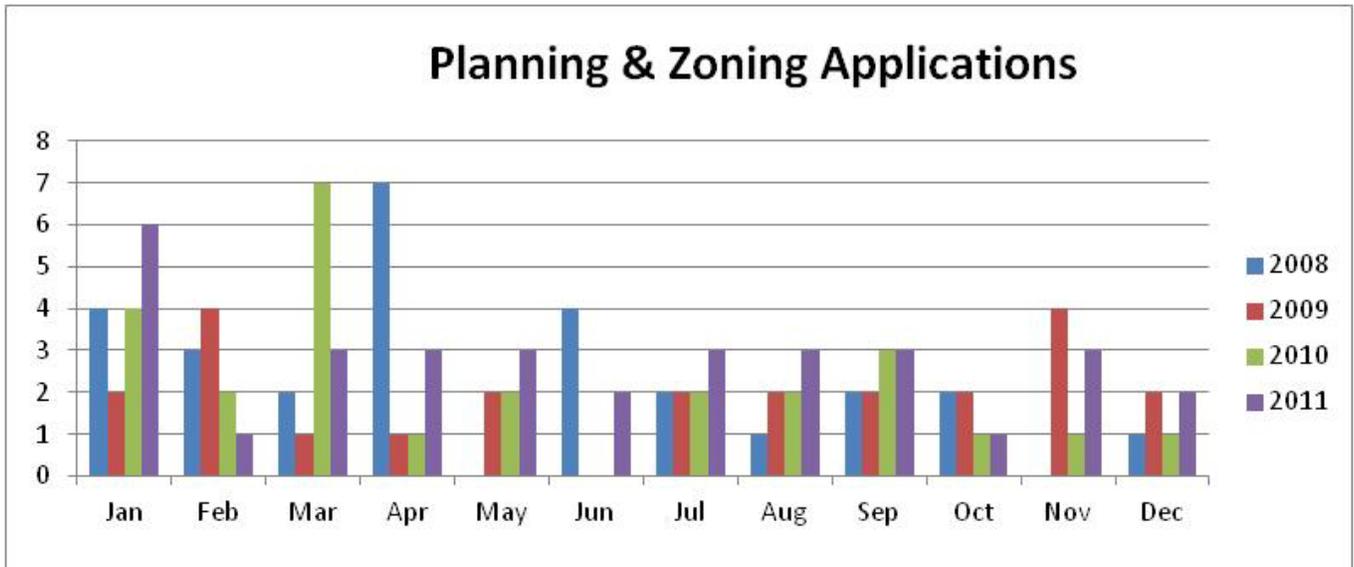
In December, City Council heard 4 projects as compared to hearing 2 in 2010. YTD, City Council has heard 84 development projects as compared to 37 in 2010.



Land Development Projects Heard by City Council (December 2011)				
Description	Case Name	Case Number	Hearing Date	Action
Land Use	Alton and Dry Creek Rezoning – 2 nd Reading	LU-11-00219	12/05/2011	Approved
Land Use	Orchard Park Easement Vacations	LU-11-00151	12/05/2011	Approved
Land Use	Right of Way Obstructions – 2 nd Reading	NA	12/05/2011	Approved
Land Use	Sight Triangle Regulation Modifications – 2 nd Reading	NA	12/05/2011	Approved
Land Development Projects Scheduled for City Council (January 2012)				
Description	Case Name	Case Number	Hearing Date	
Land Use	Foxridge VIII Zoning Map Correction - 2 nd Reading	LU-11-00289	1/23/2012	
Land Use	Text Amendment to the LDC - 2 nd Reading	NA	1/23/2012	
Land Use	Colorado National Guard FDP - Rescheduled from 11/7/2011	LU-11-00002	1/23/2012	
Land Use	Easter Lima Development LLP Substantial Compliance	LU-11-00318	1/23/2012	

Planning & Zoning Commission

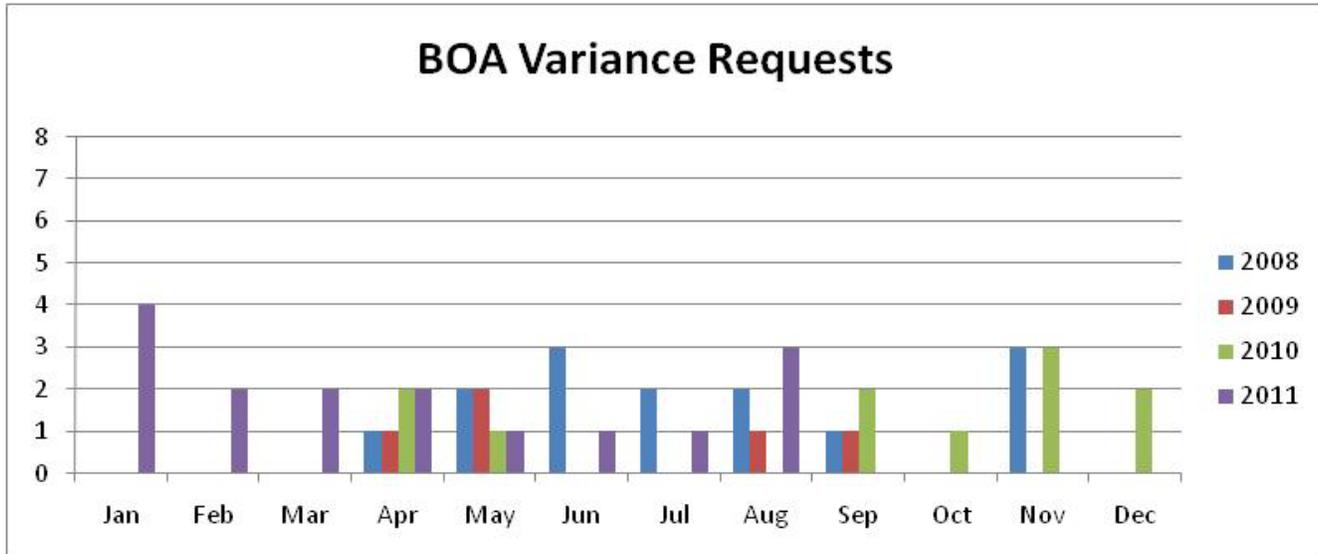
In December, the Planning & Zoning Commission heard 2 development projects as compared to hearing 1 in 2010. YTD, the Planning & Zoning Commission has heard 33 development projects as compared to 26 in 2010.



Land Development Projects Heard by PZ Commission (December 2011)				
Description	Case Name	Case Number	Hearing Date	Action
Land Use	Foxridge VIII Zoning Map Correction	LU-11-00289	12/14/2011	Approved
Land Use	Text Amendment to the LDC	NA	12/14/2011	Approved
Land Development Projects Scheduled For PZ Commission (January 2012)				
Description	Case Name	Case Number	Hearing Date	
Land Use	Training-Decision Makers	NA	1/13/2012	

Board of Adjustment

In December, the Board of Adjustment heard 0 variance requests as compared to hearing 2 in 2010. YTD, the Board of Adjustment heard 16 variance requests as compared to 11 in 2010. Enactment of 2011 LDC removed the BOA as a separate and distinct decision-making body. The P&Z Commission now serves as the BOA effective in September 2011.

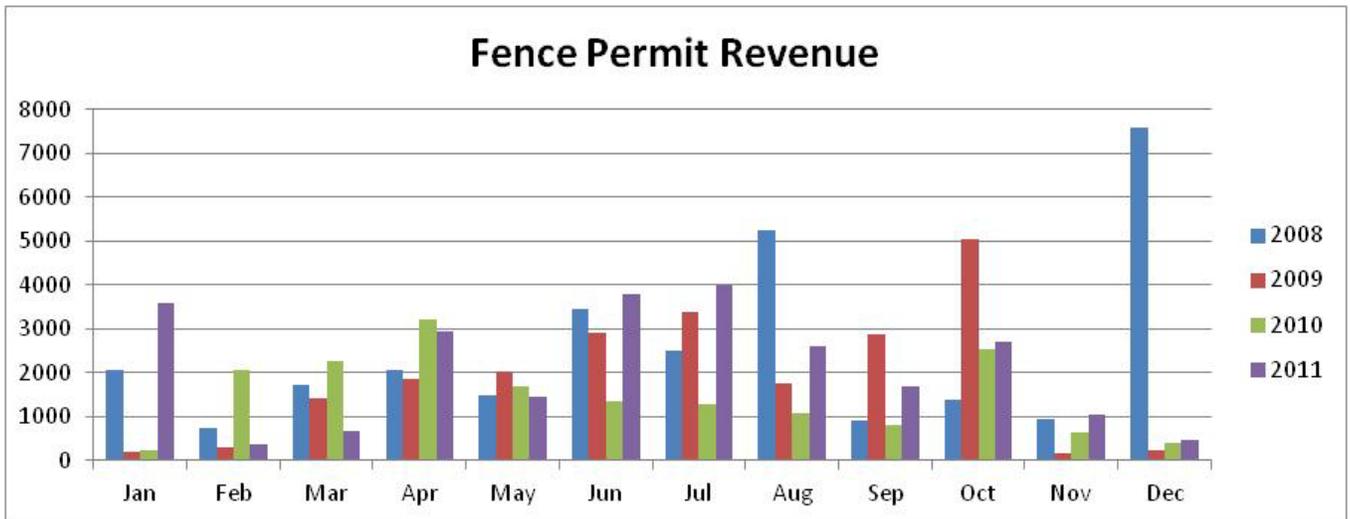
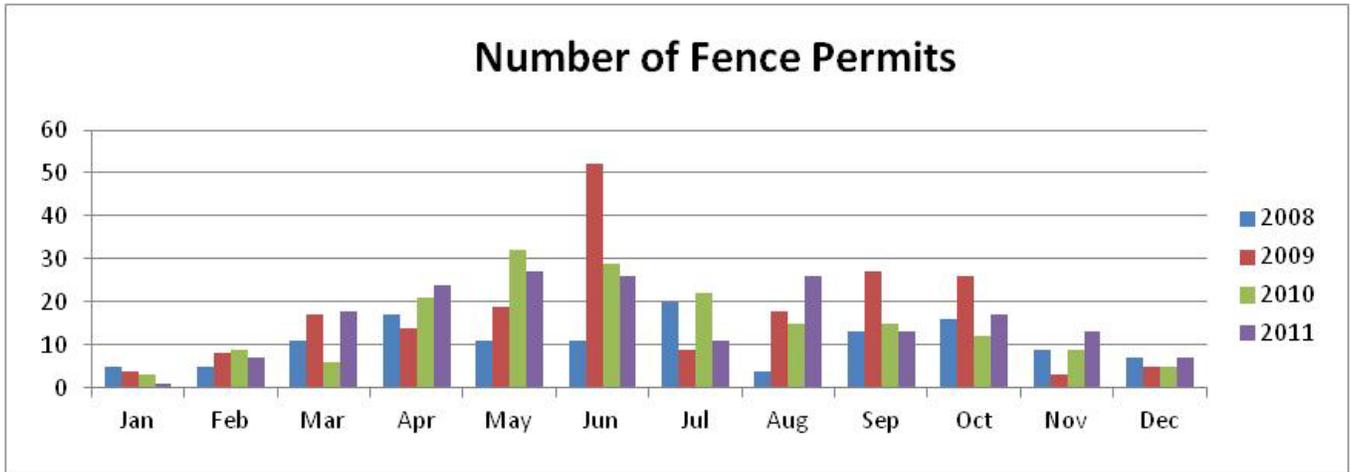


Variance Requests Heard by the Board of Adjustment (December 2011)				
Description	Case Name	Case Number	Hearing Date	Action
BOA	Enactment of LDC removed the BOA as a distinct decision making body. Variances will now be handled by P&Z			

Variance Requests Scheduled for the Board of Adjustment (January 2012)			
Description	Case Name	Case Number	Hearing Date
BOA	Enactment of LDC removed the BOA as a distinct decision making body. Variances will now be handled by P&Z		

Fence Permits

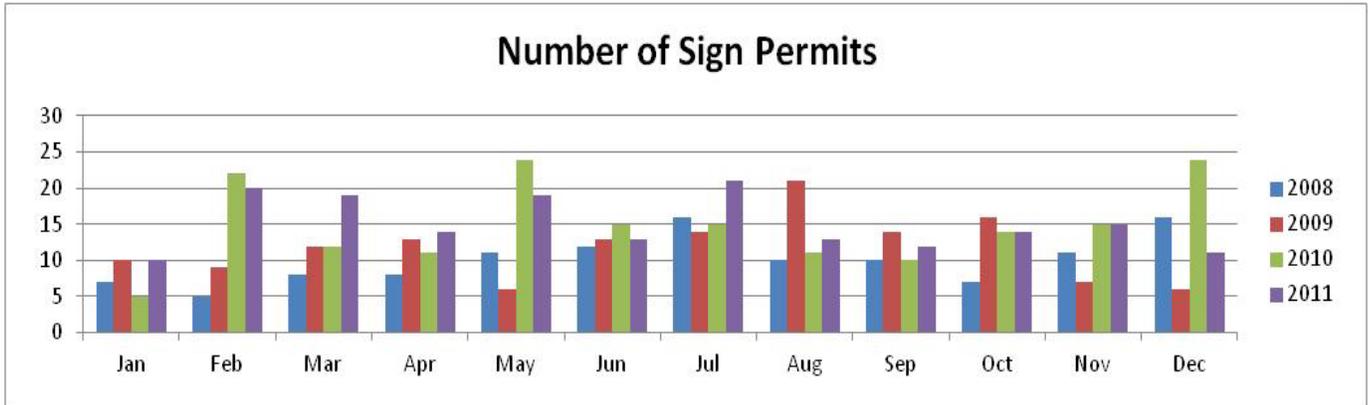
In December, the City received 7 fence permit applications with monthly revenue of \$474. YTD, fence permit application activity is higher than the previous year and YTD revenue is higher. YTD applications for 2011 are 190 compared to 178 for 2010. YTD revenues for 2011 are \$25,392 compared to \$17,618 for 2010. **There were 4 fence permits (or 57% of permits issued in the month) through Rapid Review Thursdays (RRT) in December**, and average permit wait/processing time for RRT in December was 5.75 minutes. YTD average wait/processing time is 16 minutes for RRT.



Fence Permits Submitted (December 2011)			
Location	Case Number	Date Received	Date Approved
16468 East Dorado Avenue	FE-11-00184	12/02/2011	12/15/2011
7285 South Elm Court	FE-11-00185	12/08/2011	
250 East Orchard Road	FE-11-00186	12/15/2011	12/15/2011
16746 East Smoky Hill Road	FE-11-00187	12/15/2011	12/15/2011
7105 South Hudson Circle	FE-11-00188	12/19/2011	12/23/2011
8160 South Madison Way	FE-11-00189	12/29/2011	12/29/2011
3649 East Phillips Avenue	FE-11-00190	12/29/2011	12/29/2011
Average Approval Time – Business Days			2.8 Days

Sign Permits

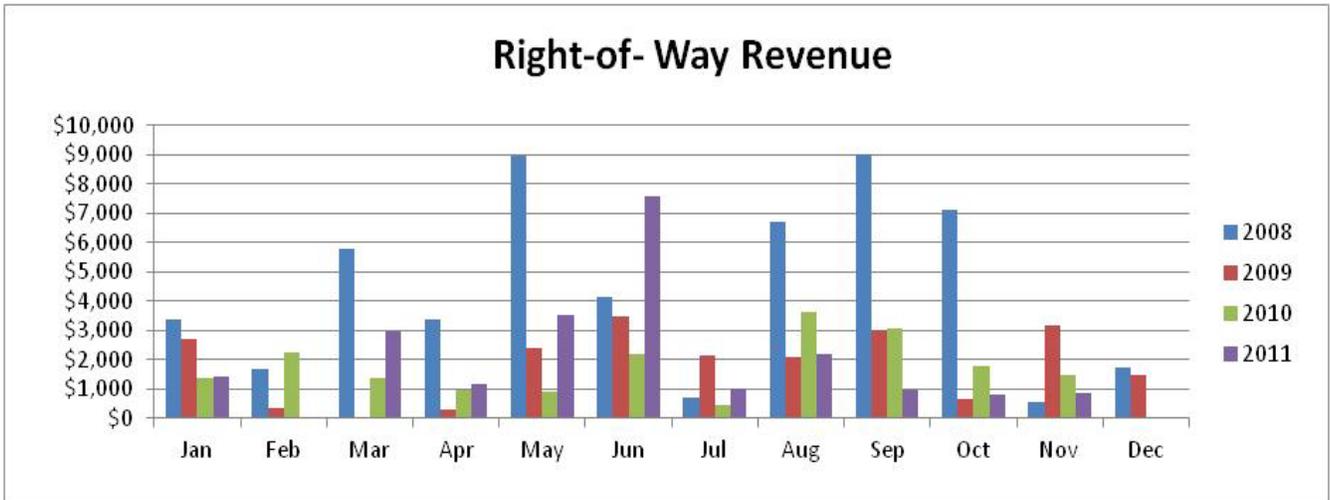
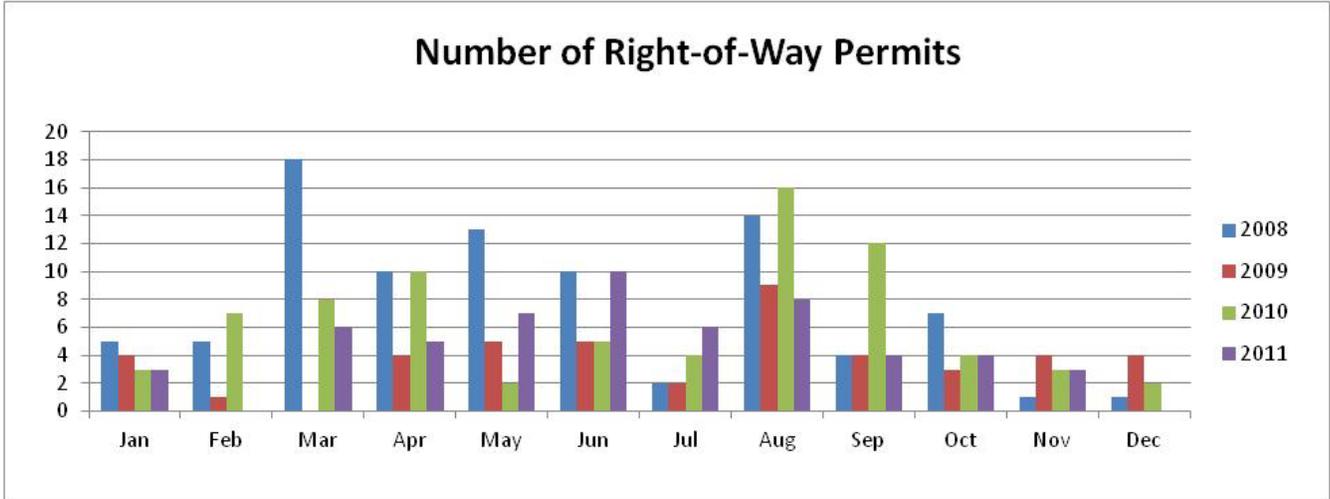
In December, the City received 11 sign permit applications with monthly revenue of \$4,516. YTD sign permit application activity is higher than the previous year, yet YTD revenues are lower. YTD applications for 2011 are 181 compared to 178 issued for 2010. YTD revenues for 2011 are \$52,427 compared to \$61,468 for 2010. **There were 3 sign permits issued through Rapid Review Thursday (RRT) in December (or 27% of permits issued in the month)**, with an average wait/processing time of 16 minutes for December. YTD average permit wait/processing time is 17.19 minutes for RRT.



Sign Permits Submitted (December 2011)			
Location	Case Number	Date Received	Date Approved
71 East Panama Drive	SG-11-90317	12/01/2011	
11955 East Peakview Avenue	SG-11-90318	12/02/2011	
15755 East Arapahoe Road	SG-11-90319	12/06/2011	12/08/2011
6851 South Gaylord Street, Suite 253	SG-11-90320	12/08/2011	12/12/2011
15755 East Arapahoe Road	SG-11-90321	12/08/2011	12/08/2011
7286 South Yosemite Street	SG-11-90322	12/08/2011	12/08/2011
7500 South University Boulevard	SG-11-90323	12/13/2011	12/21/2011
8130 South University Boulevard, Suite 100	SG-11-90324	12/15/2011	12/15/2011
15253 East Fremont Drive	SG-11-90325	12/15/2011	12/19/2011
7685 East Arapahoe Road	SG-11-90326	12/29/2011	
15735 East Arapahoe Road	SG-11-90327	12/30/2011	
Average Approval Time – Business Days			2.6 Days

Right-of-Way Permits

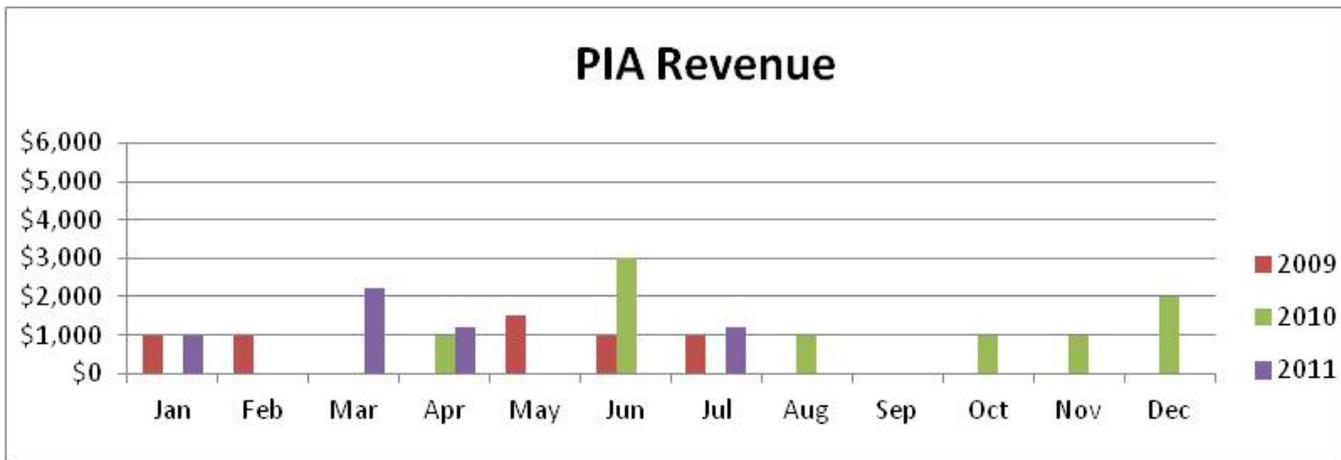
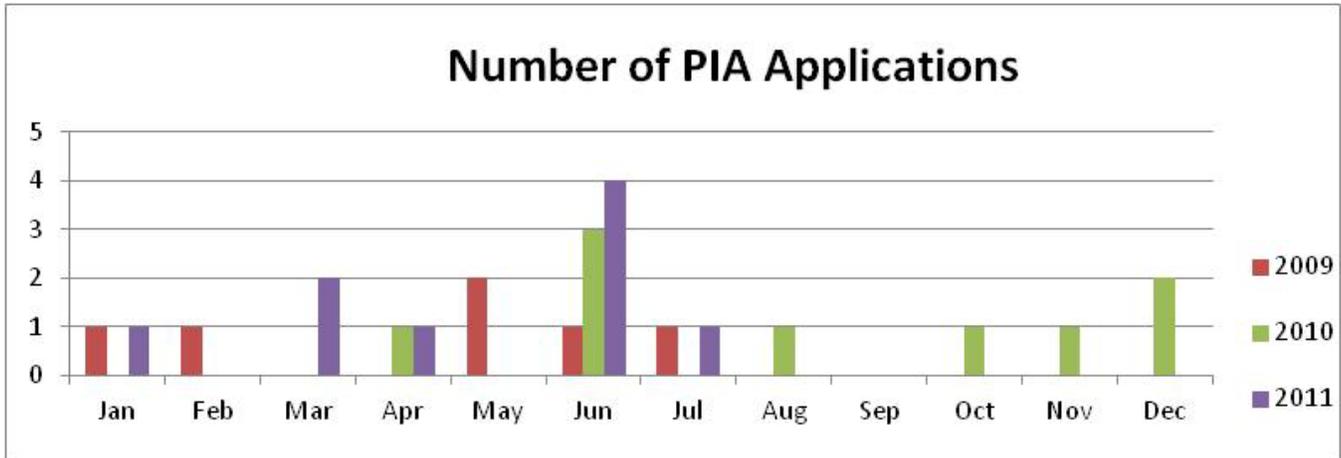
In December, the City received 0 right-of-way permit applications with a monthly revenue of \$0. YTD right-of-way permit application activity is lower than the previous year and YTD revenues are higher. YTD applications for 2011 are 56 compared to 76 for 2010. YTD revenues for 2011 are \$22,510 compared to \$19,413 for 2010.



Location	Permit Number	Date Received	Date Approved
None			

Public Improvement Agreements (PIA)

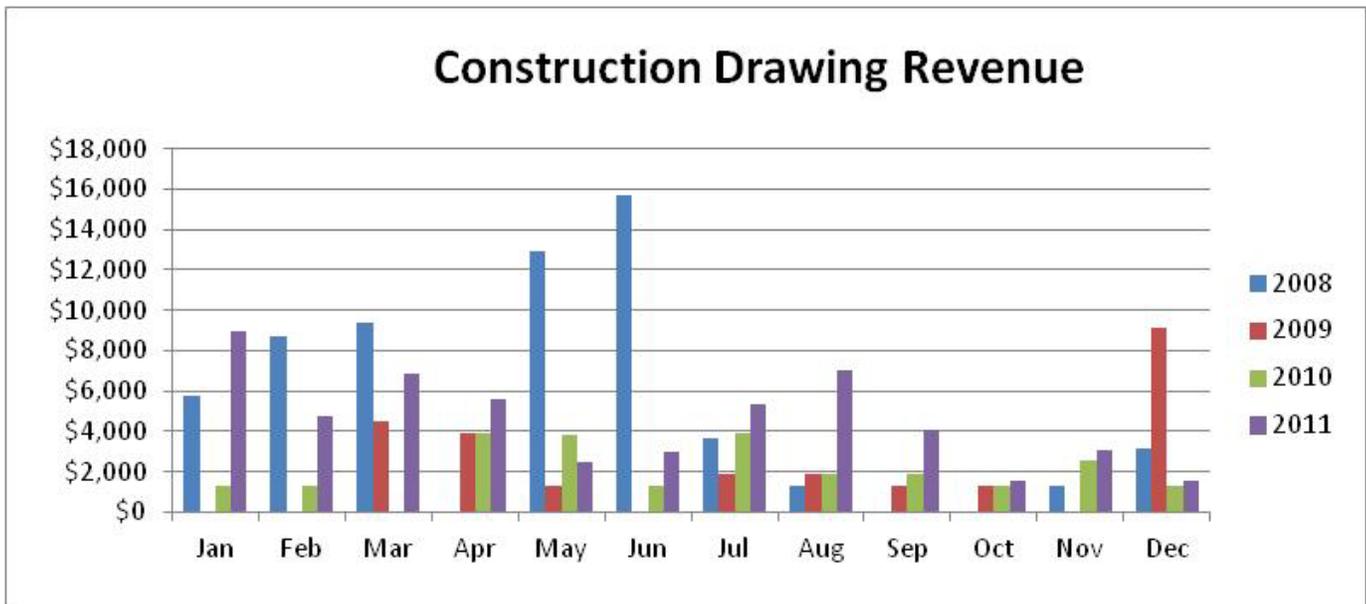
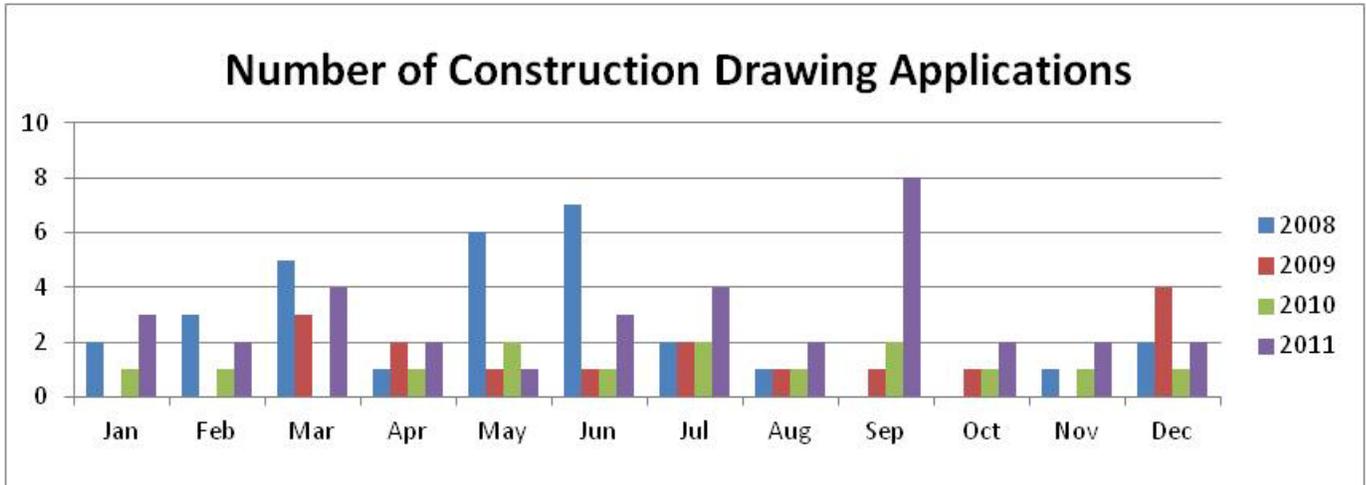
In December, the City received 0 PIA applications compared to 2 in 2010. The monthly revenue of \$0 is lower than 2010 which was at \$2,000. YTD PIA applications for 2011 are 9 compared to 9 in 2010. YTD revenues for 2011 are \$5,600 compared to \$9,000 in 2010. We began tracking PIA's in 2009.



PIAs Submitted (December 2011)			
Description	Case Name	Case Number	Date Application Accepted
Land Use	None		

Construction Drawings (CD)

In December, the City received 2 CD applications with \$1,500 in monthly revenue. YTD CD permit application activity is higher than the previous year and YTD revenues are higher. YTD applications for 2011 are 35 compared to 14 for 2010. YTD revenues for 2011 are \$54,400 compared to \$24,500 for 2010.

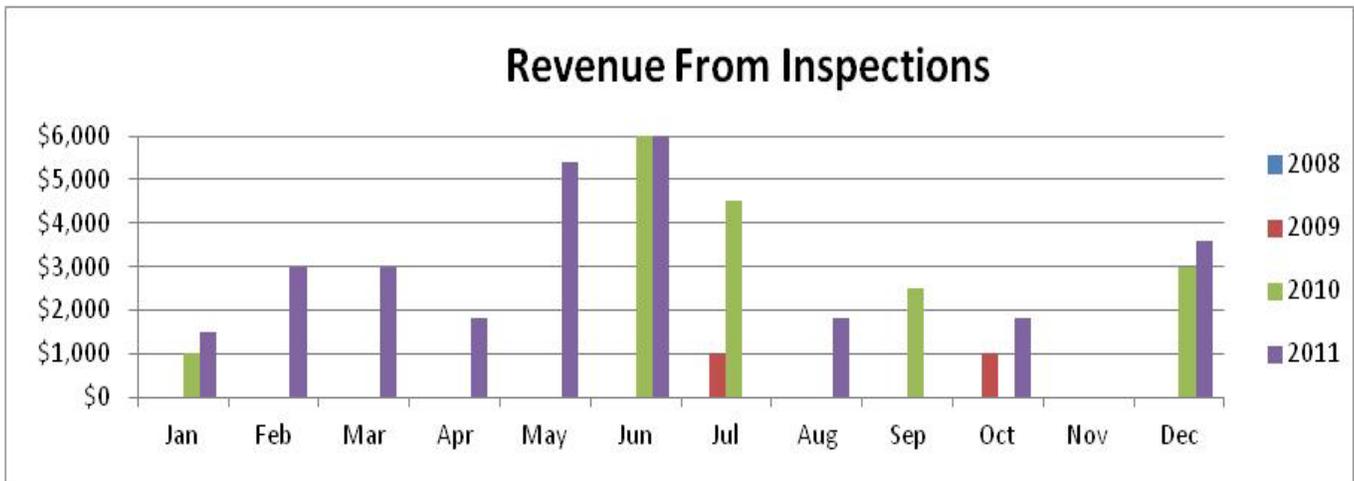
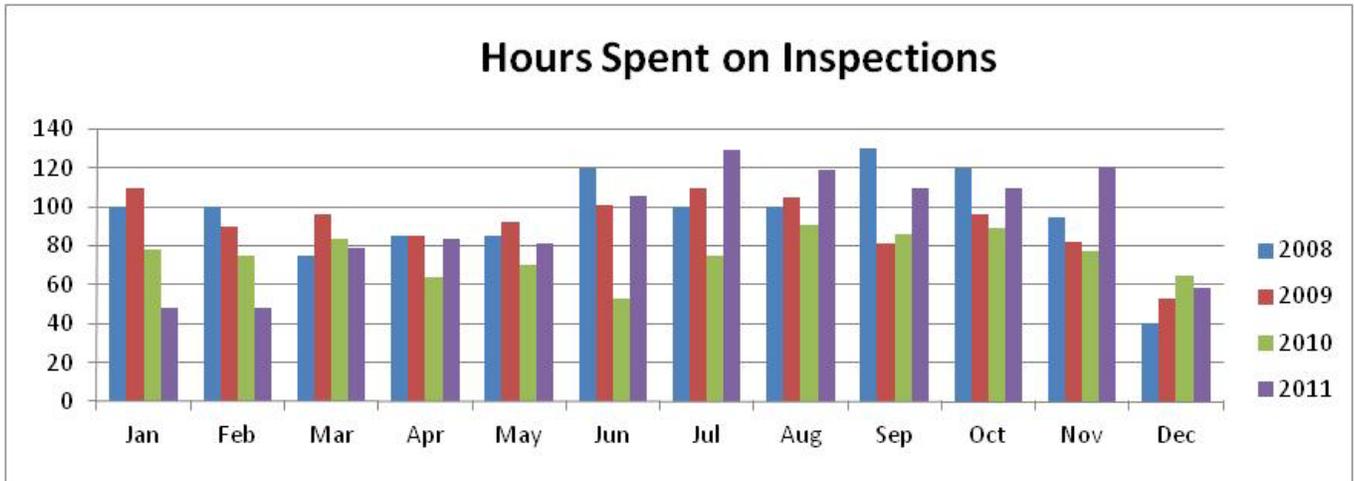


CDs Submitted (December 2011)			
Description	Case Name	Case Number	Date Application Accepted
CD	South Suburban Golf Course Bridge	CD-11-00312	12/01/2011
CD	Dove Valley Pond	CD-11-00312	12/02/2011

The Engineering Division approved 0 CDs in December.

Infrastructure Inspections

In December, 29 individual projects/sites were inspected and there was \$3,600 in revenue collected. City staff spent a total of 58 hours performing these inspections compared to 65 hours in 2010. Centennial Link Trail, Nilex, Cherry Creek Business Center (Filing 6), Centennial Center Park, and Allosource all required multiple inspections. YTD revenue for 2011 is \$34,500 compared to \$17,047 in 2010.

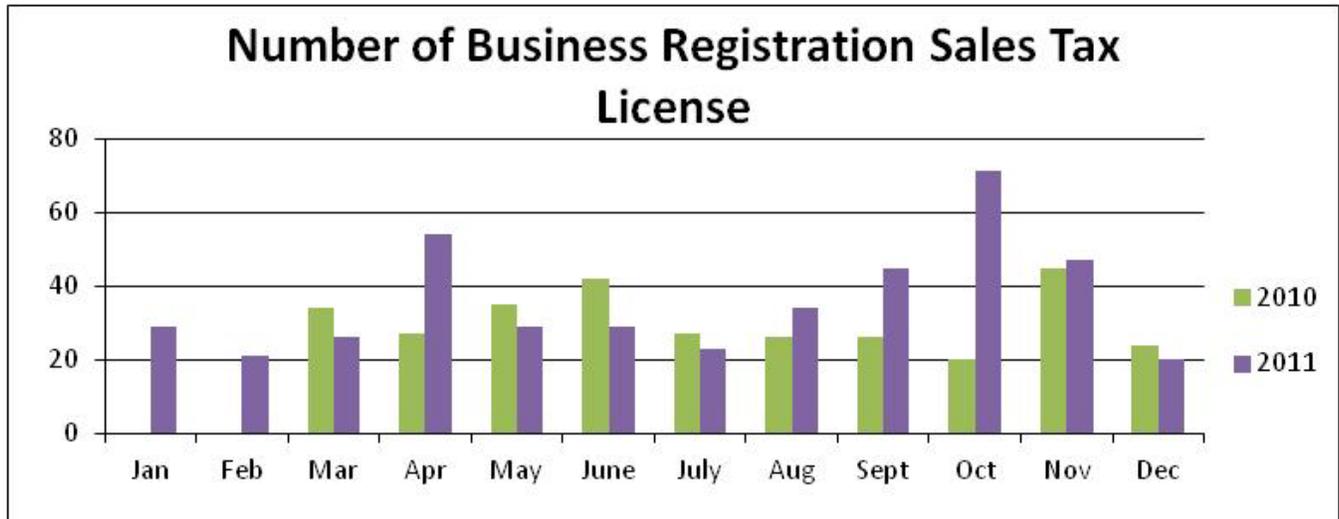


Infrastructure Inspections (December 2011)

General Location	Case Name	Status
Arapahoe and University	Streets at Southglenn	Under Warranty - 0
Parker Road and Arapahoe Rd.	Centennial Center Filing 2	Under Construction - 0
Otero Ave. & Dayton St.	IKEA	Under Warranty - 0
Humboldt & Orchard Rd.	Orchard Estates	Under Construction - 0
County Line Road & Niagara	Foxridge VIII	Under Warranty - 2
Smoky Hill & Buckley	Walgreens	Under Warranty - 1
Briarwood & Havana	Fast Signs	Under Warranty - 0
Mineral & Otero	St. Thomas More	Under Warranty - 0
Arapahoe Rd & Joliet St.	Kuni Honda	Under Warranty - 0
Parker Rd & Arapahoe Rd.	Centennial Lanes	Under Warranty - 0
Arapahoe Rd & Jordan Rd.	Sterling Auto	Under Warranty - 1
Troy Circle & Caley	Allosource	Under Construction - 3
South Lima & Peakview Ave	Goddard School	Under Warranty - 0
Orchard Rd & High	Cotswold Green	Under Construction - 2
6810 S. Tucson Way	American Mechanical Service	Under Warranty - 0
Dayton & Arapahoe Road	Go Toyota	Under Construction - 1
15253 East Fremont	Nilex	Under Construction - 3
15633 East Fremont	Cherry Creek Business Center Filing 6	Under Construction - 3
Helena & Arapahoe Rd.	Golden Corral	Under Construction - 2
6400 S. University	Centennial Links Trail	Under Construction - 4
Quebec & County Line Rd.	Steak N Shake	Under Warranty - 0
Peakview & Uvalda	Centennial Center Park	Under Construction - 3
Franklin & Orchard Road	Orr Estates	Under Construction - 0
Revere & Easter	Trust Company	Under Construction - 2
Smoky Hill & Picadilly	Huntington Park n Ride	Under Warranty - 1
Arapahoe & Yosemite	1 st Bank	Under Construction - 0
Helene & Arapahoe Road	Centennial Center Filing 1	Under Warranty - 1

Business Registration/Sales Tax License

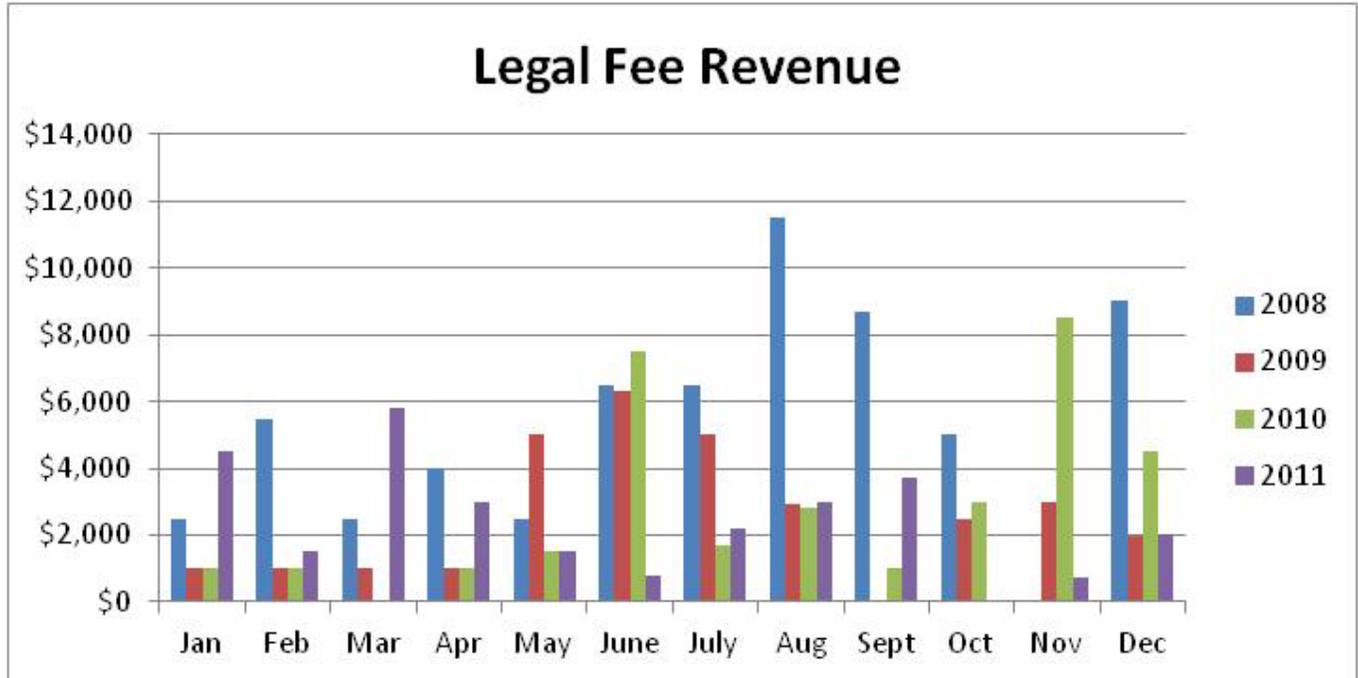
In December, a total of 20 business registration/sales tax licenses were issued. YTD totals are 428 compared to 306 in 2010. The Planning Division started review of these in March of 2010. We average 5 days to process these applications.



Business Registration/Sales Tax License (December 2011)			
Case #	Case Name	Approved	Business Description
CEN-007821	KPG Enterprises	Maybe	Computer Systems Design and Related Services
CEN-007822	Club Youth of Colorado LLC	Yes	Personal Care Services
CEN-007824	Han Fei LLC	Yes	Offices of Other Health Practitioners
CEN-007827	Lifestyle Healthy Massage	Yes	Other Amusement and Recreation Industries
CEN-007828	Green Light Technical Solutions	Maybe	Management, Scientific, and Technical Consulting Services
CEN-007834	Pegasus Realty Corp	Yes	Activities Related to Real Estate
CEN-007837	Sprint Spectrum LP	Yes	Electronics and Appliance Stores
CEN-007839	CNP-Denver LLC	Maybe	Health and Personal Care Stores
CEN-007842	Cindy Kempton DDS	Yes	Offices of Dentists
CEN-007844	Sirona Infusion LLC	Maybe	Home Health Care Services
CEN-007845	J and W Specialties	Maybe	Office Supplies, Stationery, and Gift Stores
CEN-007846	Rocky Mountain Vacuum Tech Inc	Yes	Electronics and Appliance Stores
CEN-007853	Colorado Firearms, Ammunition and Accessories LLC	Yes	Sporting Goods, Hobby, and Musical Instrument Stores
CEN-007855	Law Office of Wayne F. Lauer	Yes	Legal Services
CEN-007856	Meritage Homes of Colorado	Yes	Residential Building Construction
CEN-007858	Alpha Green Carpet Care LLC	Maybe	Services to Buildings and Dwellings
CEN-007860	PL Corporation	Maybe	Warehousing and Storage
CEN-007862	Medical Management International Inc	Yes	Other Professional, Scientific, and Technical Services
CEN-007866	JMN Tae Kwon Do LLC	Yes	Other Schools and Instruction
CEN-007867	DTC Signs LLC	Yes	Other Miscellaneous Manufacturing

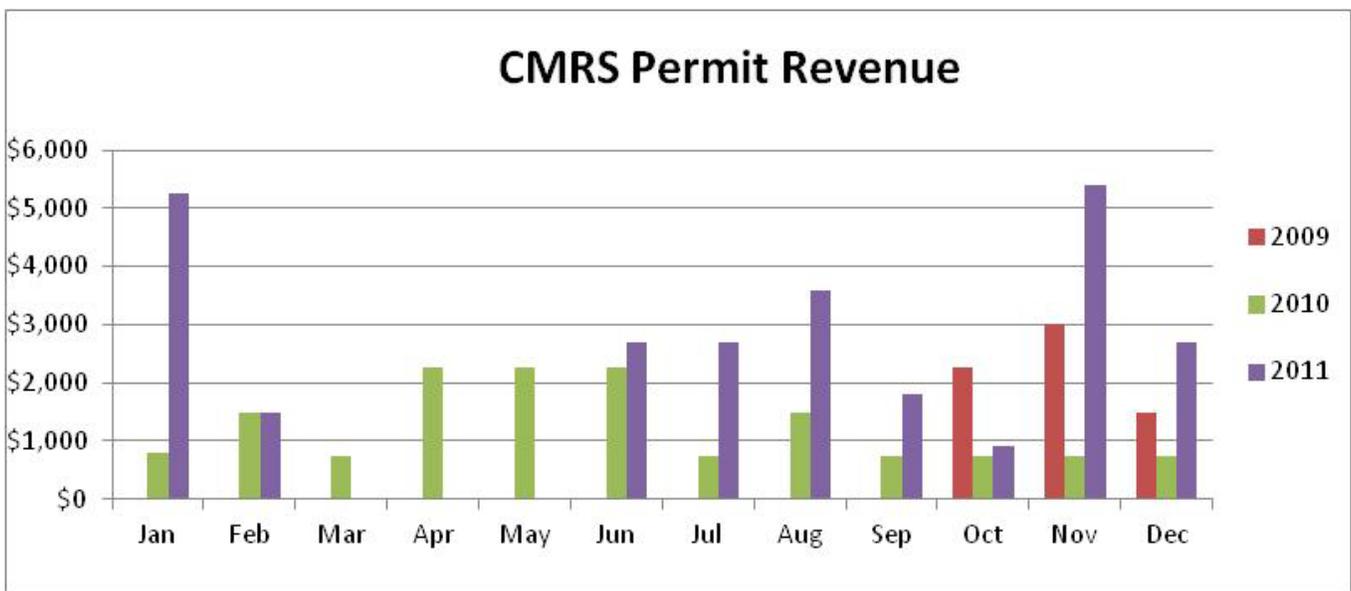
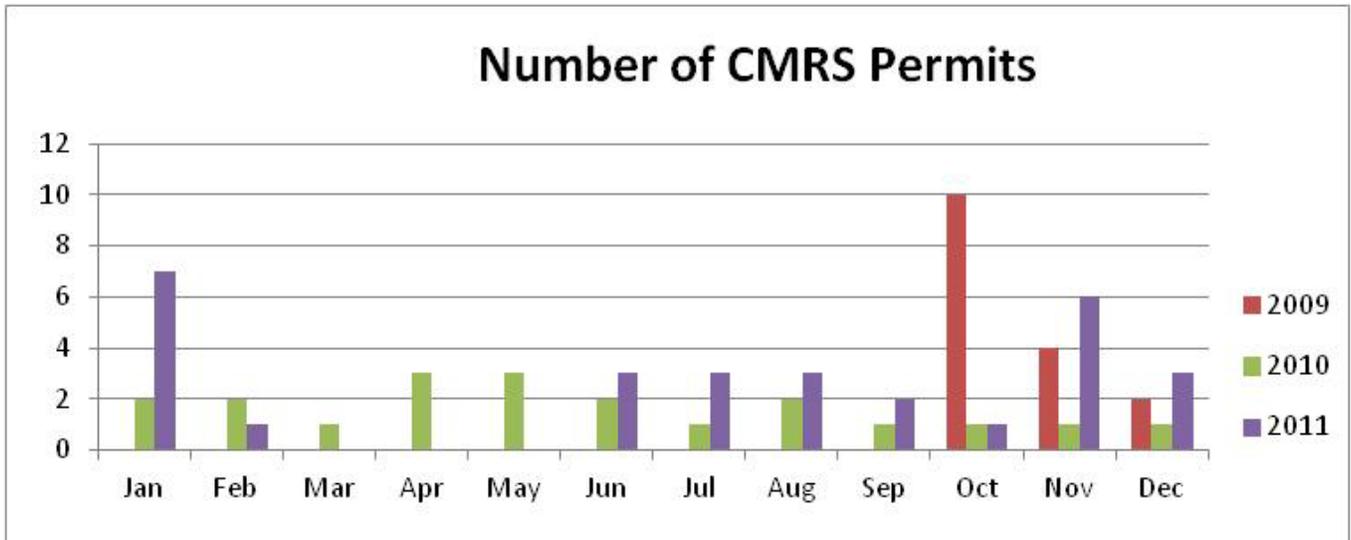
Legal Services

In December, a total of \$2,056 in revenue was received for legal services. YTD revenues for 2011 are \$28,832 compared to \$33,476 for 2010. Legal fees are collected to cover actual legal costs and do not impact the final budget in a negative or positive way.



CMRS Permits

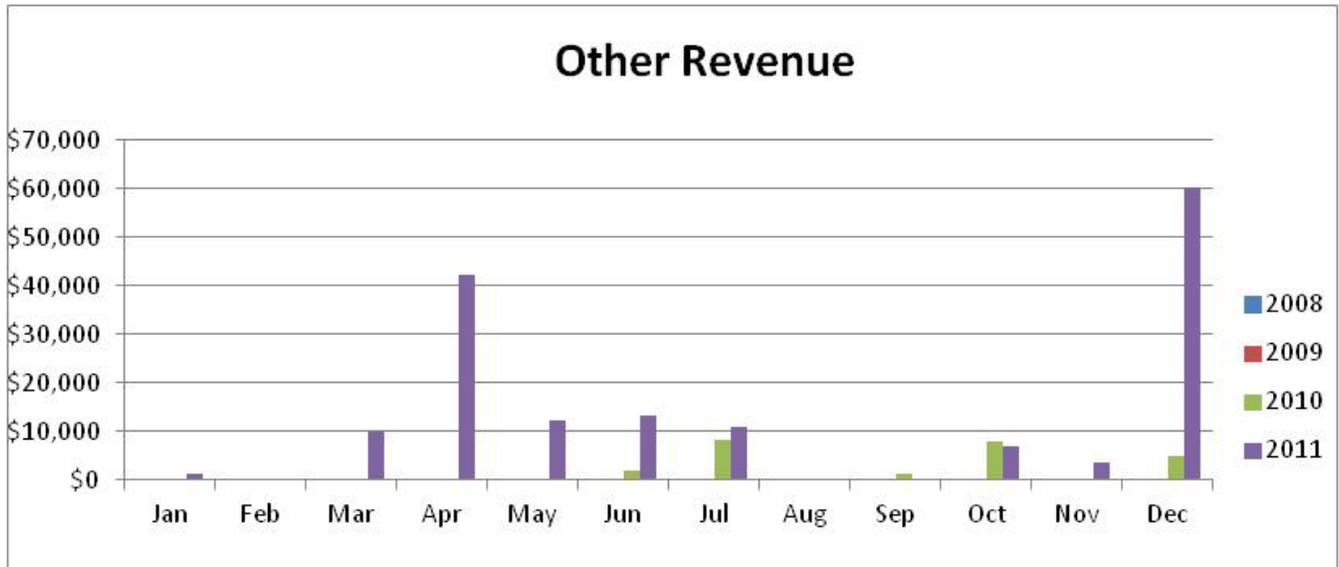
In December, we received 3 CMRS permits for \$2,700 in revenue. YTD revenues for 2011 are \$26,550, which is above the 2011 projected revenue of \$14,000 and above the 2010 revenue of \$15,750. CMRS permit tracking began in January 2009.



CMRS Permits (December 2011)		
Project or Location	Case Number	Date Received and Issued
6500 S. Quebec St.	CMR-11-00027	12/09/2011
9177 E. Mineral Cir.	CMR-11-00028	12/27/2011
20991 E. Smoky Hill Rd.	CMR-11-00029	12/30/2011

Other & Miscellaneous Fees including Federal Grant Revenue

In December, we received \$60,334 in miscellaneous revenue. YTD revenues for 2011 are \$160,856, which is above the 2011 projected revenue of \$103,300 and above the 2010 revenue of \$24,670.



Note: Federal grants of \$147,232 were expected and budgeted in 2010. Through 2010 we have received \$46,280 and through December 2011 we received \$60,334 for a total of \$106,614 in EECBG grant revenue for Paperless Plan Review and Bus Bench. \$22,239 in 2011 was budgeted in the general fund for the Outdoor Lighting Code. The remaining funds will be spent in 2011. This revenue is reimbursed after the money has been spent.

Bus Bench Permits are now part of Land Use Services. We collected the monthly fee of \$6,333 in December and YTD Revenue of \$76,000.