

**Community Development Department
Planning & Engineering Divisions
Monthly Report for December 2012**

January 15, 2013

Activity

- [Land Use Applications](#) – There were 6 applications compared to 4 in 2011.
- [Pre-Submittal Applications](#) – There were 6 applications compared to 3 in 2011.
- [City Council](#) – City Council heard 8 projects compared to 4 in 2011.
- [Planning and Zoning Commission](#) – There was 1 project heard compared to 2 in 2011.
- [Fence Permits](#) – There were 3 applications compared to 7 in 2011. Average number of days to approve was 1 business day.
- [Sign Permits](#) – There were 14 applications compared to 11 in 2011. Average number of days to approve was 2.3 business days.
- [Right-of-Way Permits](#) – There were 2 permits issued compared to 0 in 2011.
- [Public Improvement Agreements](#) – There was 1 PIA submitted compared to 0 in 2011.
- [Construction Drawings](#) – There were 3 CD applications compared to 2 in 2011.
- [Infrastructure Inspections](#) – There were 22 individual projects/sites inspected this month. City staff spent a total of 41 hours performing these inspections compared to 58 hours in 2011.
- [Business Registration Sales Tax License](#) – There were 13 business registration/sales licenses approved in 2012 compared to 20 in 2011.
- [Legal Fees](#) – There was \$4,450 in revenue collected in 2012 compared to \$2,056 in 2011.
- [CMRS Permits](#) – There were 0 permits issued compared to 3 in 2011.
- [Other Fees](#) – There was \$0 in revenue collected in 2012 compared to \$0 in 2011.
- [Visitors](#) – There were 12 visitors in the month of December; an average of 0.4 per work day.
- [Customer Surveys](#) – Planning & Engineering sent 13 surveys in December and received 2 results. Overall responses have been positive.

Revenue

[Total Revenue](#) – December monthly revenue was \$40,953 compared to \$30,521 in 2011. YTD \$383,920 in revenue has been collected, which is 87% of the 2012 projected budget of \$439,000. Permits for Bus Bench and Shelter are now part of the Land Use Fund. We collected \$17,500 for December and collected \$90,000 year to date; this is not included in the total since it has a different budget line item.

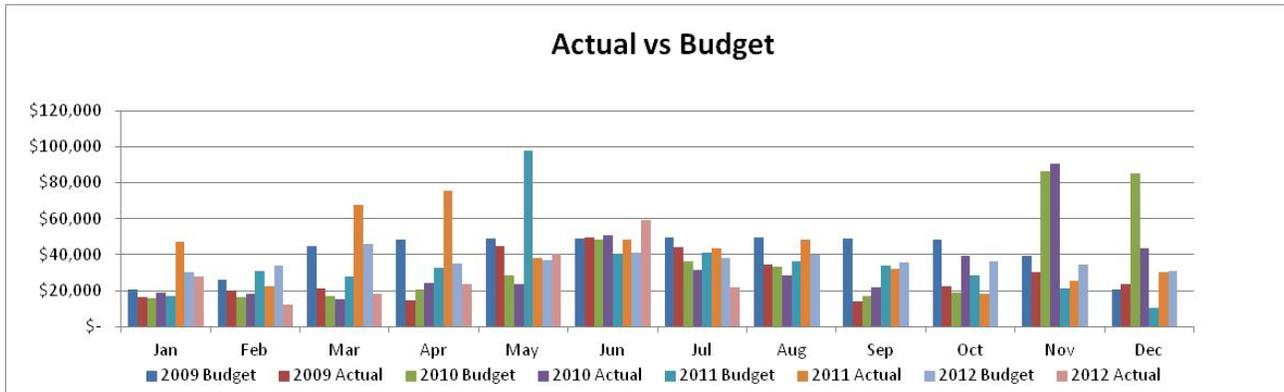
P & E Special Projects

Below are the major projects for December and the approximate amount of time spent on each project. 36 Hours were spent on special projects in December.

- **Property Search Zoning District Descriptions** – Staff spent a total of **8 Hours** on this project.
- **Fee Schedule** – Staff spent a total of **8 Hours** on this project revising the fee schedule.
- **LDC amendments** – Staff spent a total of **10 Hours** on this project.
- **Zoning Map Phase 2A** – Staff spent a total of **10 Hours** on this project.

Total Revenue

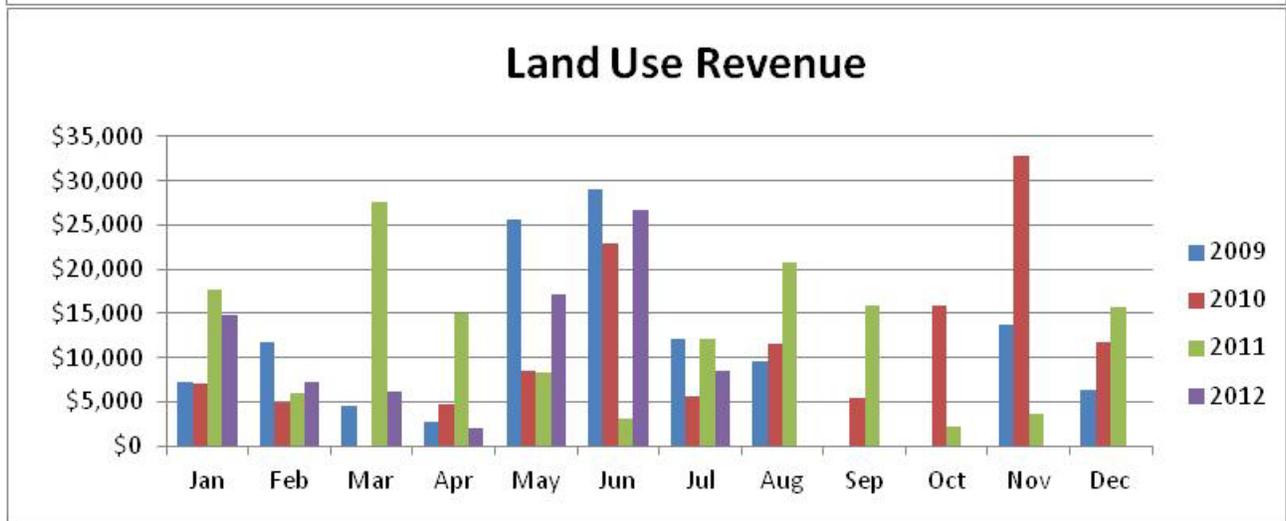
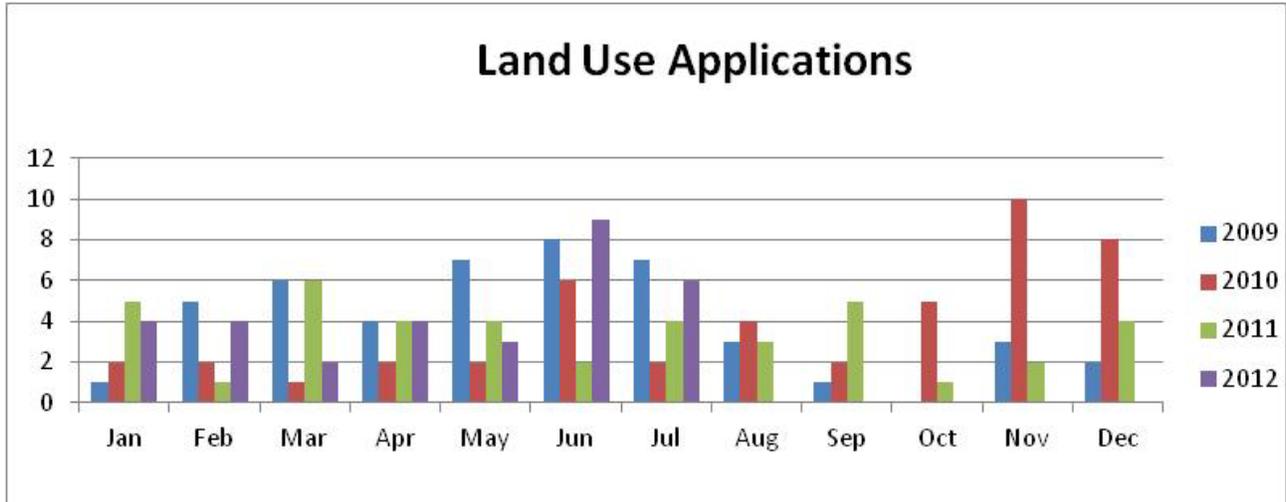
In December, the total revenue received was \$40,953. YTD the Planning & Engineering revenues of \$383,920 are roughly 87% of the projected 2012 YTD budget of \$439,000.



- [Land Use Applications](#) – YTD \$181,871 in revenue has been collected, which is below the 2012 projected budget of \$200,000.
- [Fence Permits](#) – YTD \$23,510 in revenue has been collected, which is below the 2012 projected budget of \$25,000.
- [Sign Permits](#) – YTD \$56,262 in revenue has been collected, which is below the 2012 projected budget of \$60,000.
- [Right-of-Way Permits](#) – YTD \$17,370 in revenue has been collected, which is below the 2012 projected budget of \$20,000.
- [Public Improvement Agreements](#) – YTD \$6,000 in revenue has been collected, which is below the 2012 projected budget of \$10,000.
- [Construction Drawings](#) – YTD \$32,100 in revenue has been collected, which is below the 2012 projected budget of \$45,000.
- [Infrastructure Inspection](#) – YTD \$17,400 in revenue has been collected, which is below the 2012 projected budget of \$25,000.
- [Legal Fees](#) – YTD \$28,474 in revenue has been collected, which is below the 2012 projected budget of \$40,000.
- [CMRS Fees](#) – YTD \$15,300 has been collected, which is above the 2012 projected budget of \$14,000.
- [Other Fees](#) – YTD \$5,633 has been collected, which is above the 2012 projected budget of \$0. This amount includes all miscellaneous fees and revenue including Engineering hours from the Open Space Fund.

Land Use Applications

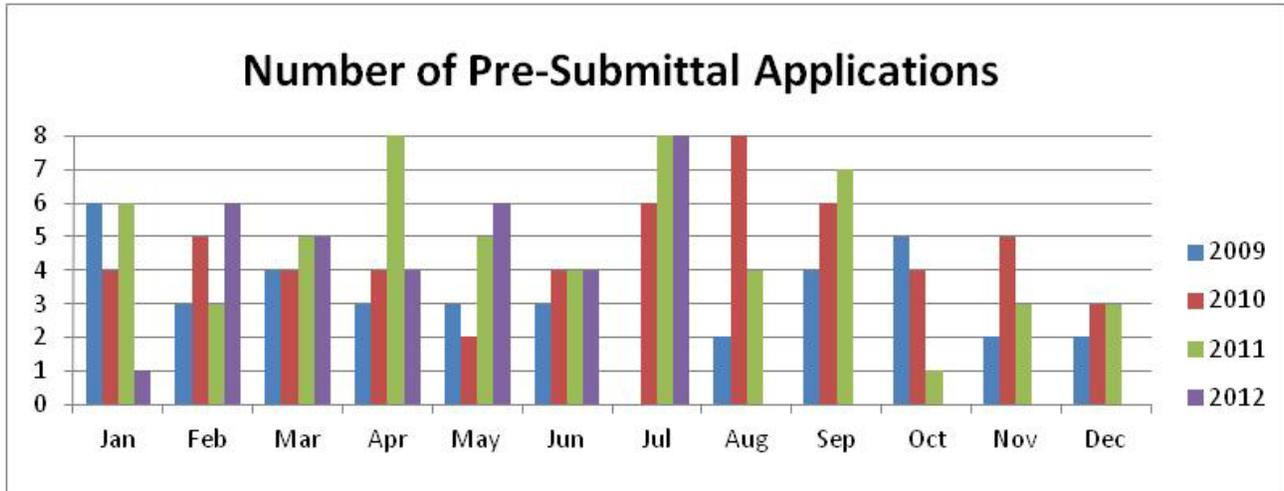
In December, the City received 6 land use applications with \$24,142 in monthly revenue. YTD land use application activity is higher than the previous year and YTD revenues are also higher. YTD applications for 2012 are 61 compared to 41 in 2011. YTD revenues for 2012 are \$181,871 compared to \$148,020 for 2011.



Land Use Applications Submitted (December 2012)		
Land Use Case Number	Project Name	Open Date
LU-12-00245	Time Warner Data Center Replat	12/10/2012
LU-12-00246	Cherry Creek Vista Trail FDP	12/10/2012
LU-12-00248	Time Warner Cable FDP	12/13/2012
LU-12-00250	Verona Estates FDP Expiration	12/17/2012
LU-12-00253	Dry Creek Office Park No. 1 Site Plan	12/20/2012
LU-12-00254	Southfield Center Rezone	12/20/2012

Pre-Submittal Applications

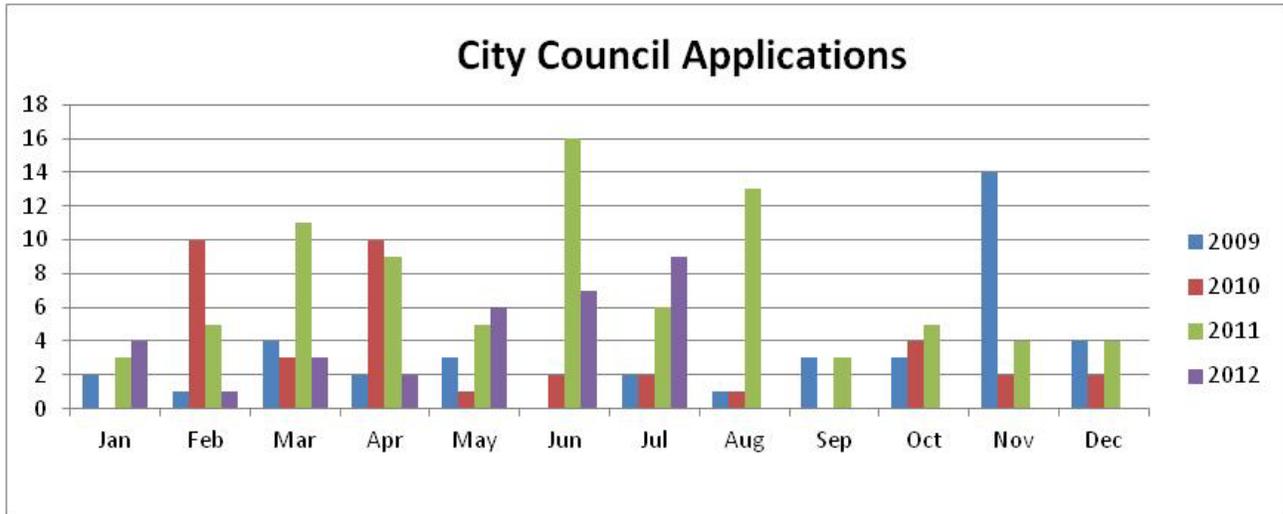
In December, the City received 6 pre-submittal applications compared to 3 in 2011. YTD pre-submittal activity is higher than the previous year. YTD total applications received for 2012 are 64 compared to 57 for 2011. The City began tracking pre-submittal applications in 2008.



Pre-Submittal Applications Submitted (December 2012)		
Pre-Submittal Case Number	Project Name	Open Date
PS-12-00244	Costilla Street Warehouse	12/10/2012
PS-12-00252	The Learning Experience @ Southfield	12/18/2012
PS-12-00255	NW Corner of Arapahoe & Havana	12/20/2012
PS-12-00258	Designscapes Storage Yard	12/21/2012
PS-12-00259	First Bank Canopy/Drive Thru	12/21/2012
PS-12-00260	Arapahoe Plaza Rezone	12/21/2012

City Council

In December, City Council heard 8 projects compared to hearing 4 in 2011. YTD, City Council has heard 70 development projects compared to 84 in 2011.



Land Development Projects Heard by City Council (December 2012)

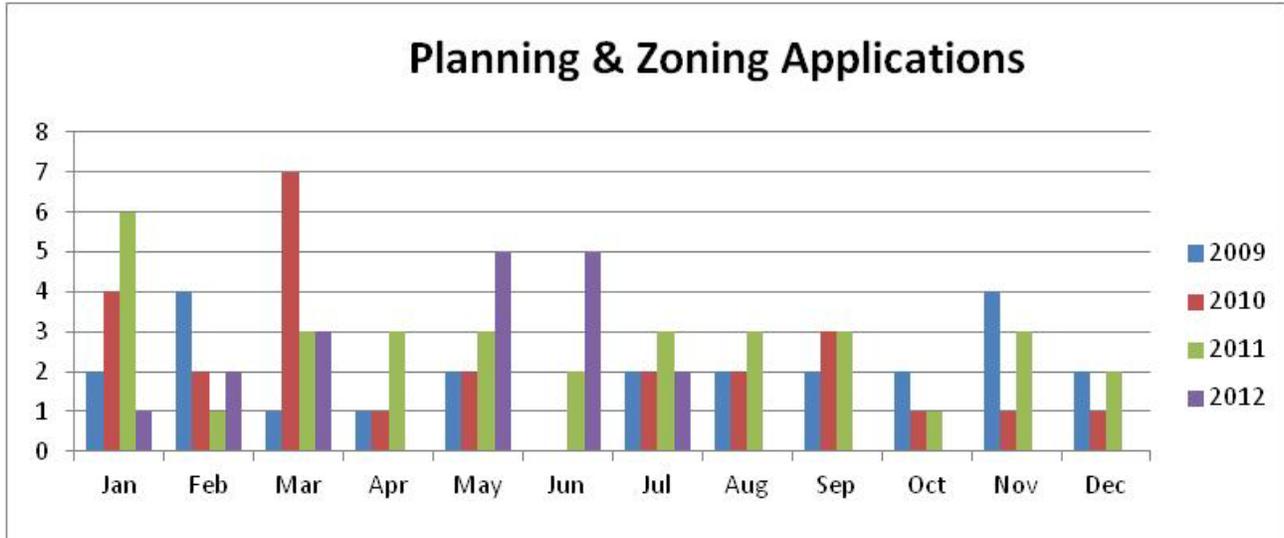
Description	Case Name	Case Number	Hearing Date	Action
Other	Legislative Rezoning (2nd Reading)	-	12/3/2012	Approved
Other	Centennial Promenade 2 Annexation - 2nd Reading	-	12/3/2012	Approved
Other	Centennial Promenade 2 Establishment of Zoning	-	12/3/2012	Approved
Other	Centennial Promenade No. 3 Annexation Ordinance/Zoning (1st Reading)	-	12/3/2012	No Action
Other	Arapahoe Estates ROW Vacation (1st Reading)	-	12/3/2012	No Action
Other	Arapahoe Estates ROW Vacation (2nd Reading)	-	12/10/2012	Approved
Other	Piney Creek Hollow Park Substantial Compliance	-	12/10/2012	No Action
Other	Potomac Park Update	-	12/10/2012	No Action

Land Development Projects Scheduled for City Council (January 2013)

Description	Case Name	Case Number	Hearing Date
Other	Centennial Promenade No. 3 Annexation Eligibility/Zoning	-	1/7/2013
Other	1 st Amendment to IGA for Open Space Sales & Use Tax	-	1/7/2013
Other	Piney Creek Hollow Park Annexation-1 st Reading	-	1/14/2013
Other	Piney Creek Hollow Park Establishment of Zoning-1 st Reading	-	1/14/2013

Planning & Zoning Commission

In December, the Planning & Zoning Commission heard 1 development project as compared to hearing 2 in 2011. YTD, the Planning & Zoning Commission has heard 33 development projects as compared to 33 in 2011.



Land Development Projects Heard by P & Z Commission (December 2012)

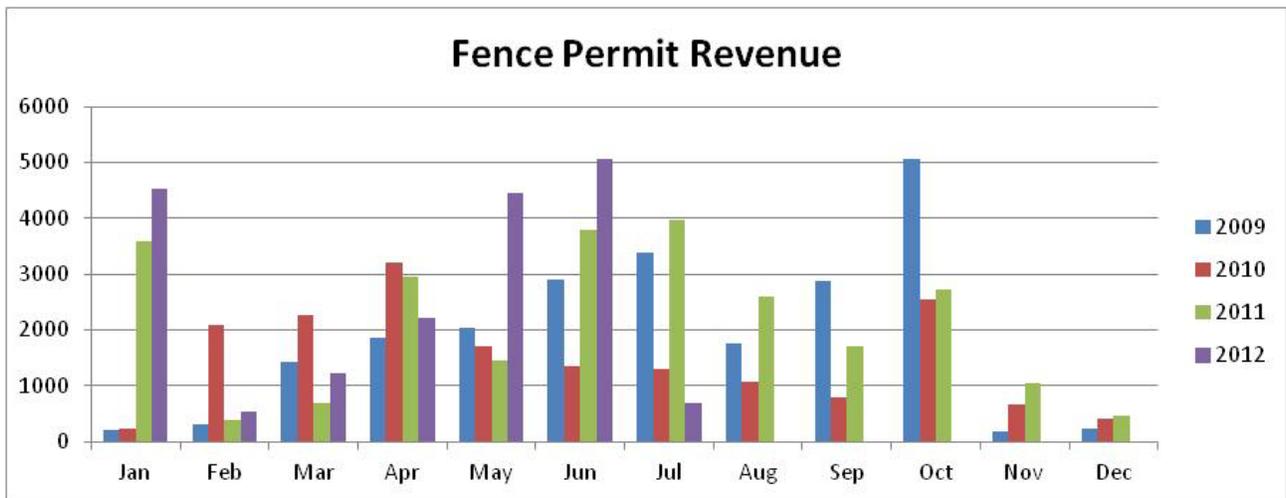
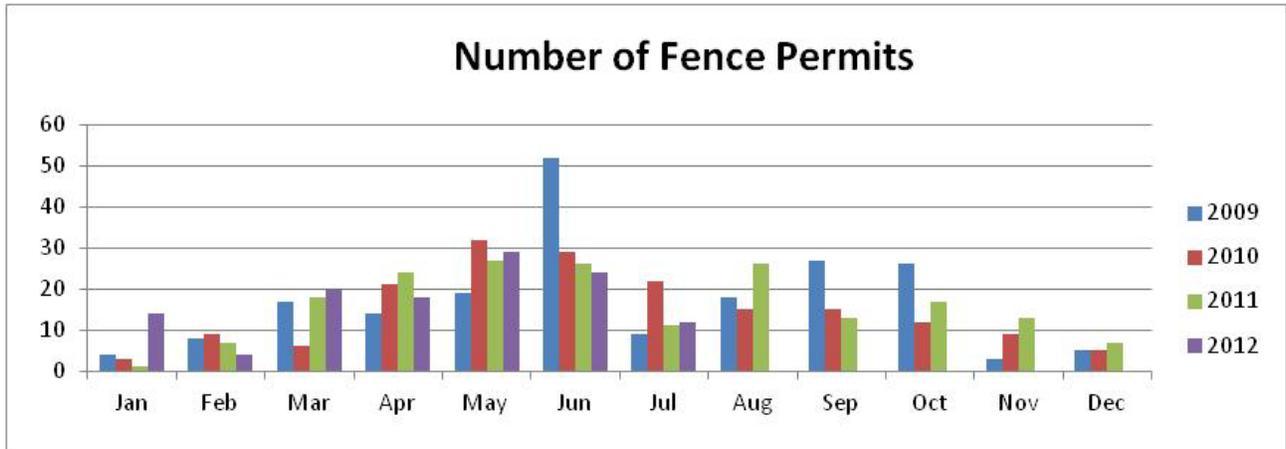
Description	Case Name	Case Number	Hearing Date	Action
Land Use	REI Establishment of Zoning	-	12/12/2012	Approved

Land Development Projects Scheduled For P & Z Commission (January 2013)

Description	Case Name	Case Number	Hearing Date
Other	P & Z Bylaws Update	-	1/16/2013
Land Use	Rampart One at the Ridge - FDP	LU-12-00175	1/16/2013
Land Use	Lifetime Fitness – Rezoning & Site Plan	LU-12-00204/205	1/16/2013
Land Use	Denver Water Highlands Facility Rezoning Plan	LU-12-00111	1/16/2013
Other	Piney Creek Hollow Park Annexation	-	1/16/2013
Other	Piney Creek Hollow Park Establishment of Zoning	-	1/16/2013
Land Use	Dry Creek Center Site Plan	LU-12-00177	1/16/2013

Fence Permits

In December, the City received 3 fence permit applications with monthly revenue of \$845. YTD, fence permit application activity is lower than the previous year and YTD revenue is also lower. YTD applications for 2012 are 175 compared to 190 for 2011. YTD revenues for 2012 are \$23,510 compared to \$25,392 for 2011. **There was 1 fence permit (or 33% of permits issued in the month) through Rapid Review Thursdays (RRT) in December**, and average permit wait/processing time for RRT in December was 6 minutes. YTD average wait/processing time is 7.0 minutes for RRT.



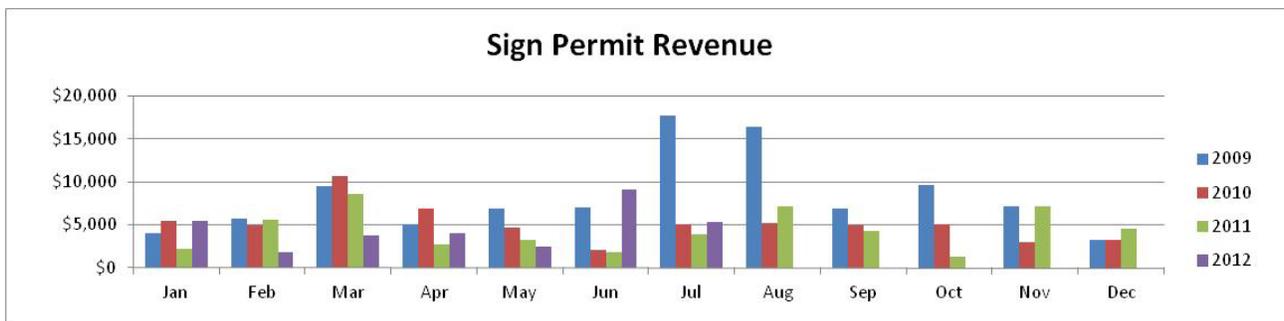
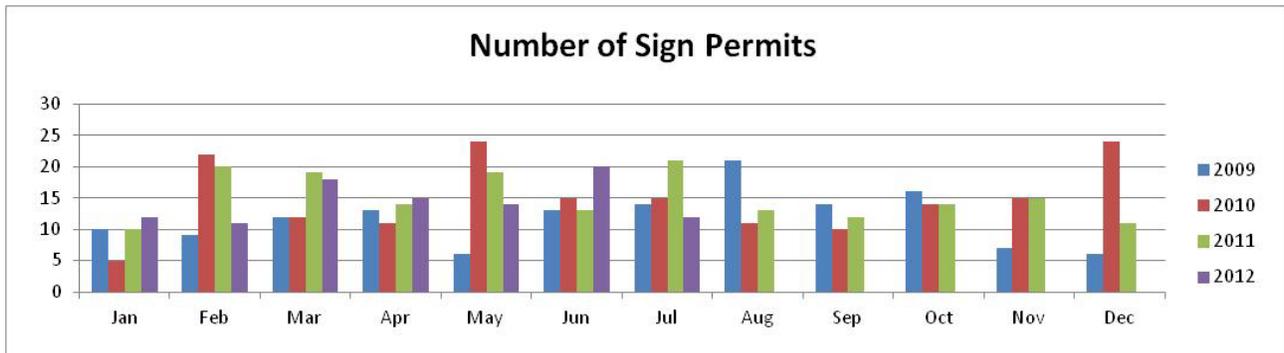
Fence Permits Submitted (December 2012)			
Location	Case Number	Date Received	Date Approved
5346 S. Quintero Street	FE-12-00173	12/3/2012	12/4/2012
8507 E. Costilla Avenue	FE-12-00174	12/6/2012	12/6/2012
6652 S. Krameria Way	FE-12-00175	12/12/2012	12/12/2012
Average Approval Time – Business Days			1 Day

Rapid Review Fence Permits (December 2012)			
Location	Case Number	Time Received	Time Approved
8507 E. Costilla Avenue	FE-12-00174	1:00	1:06
Average Approval Time – Minutes			6 Minutes (0.004 Days)

**Prior to 2012, Rapid Review data was calculated as one full day of review.*

Sign Permits

In December, the City received 14 sign permit applications with monthly revenue of \$6,932. YTD sign permit application activity is lower than the previous year and YTD revenues are higher. YTD applications for 2012 are 168 compared to 181 issued for 2011. YTD revenues for 2012 are \$56,262 compared to \$52,506 for 2011. **There were 5 sign permits issued through Rapid Review Thursday (RRT) in December (or 36% of permits issued in the month)**, with an average wait/processing time of 19 minutes for December. YTD average permit wait/processing time is 16.3 minutes for RRT.



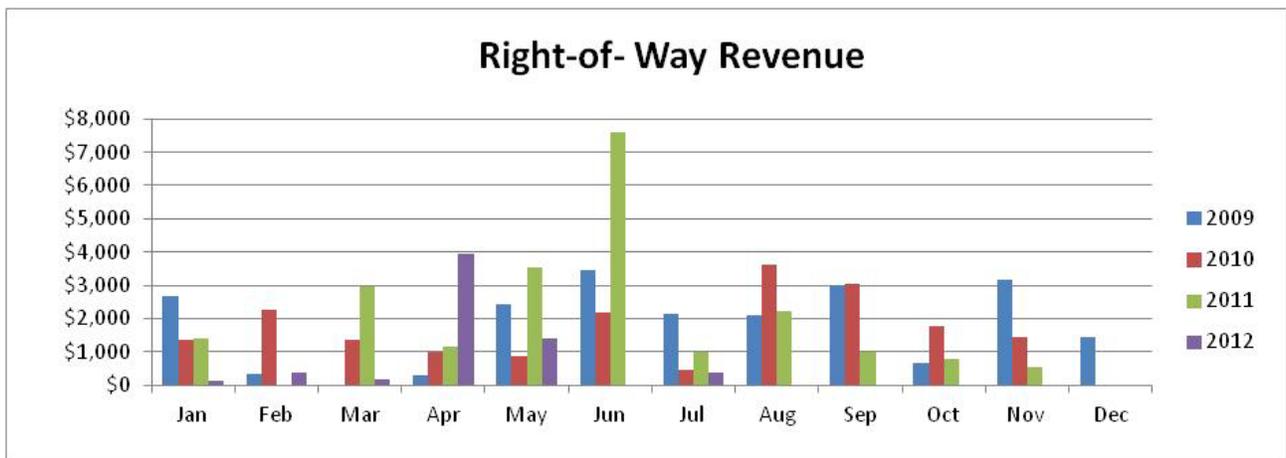
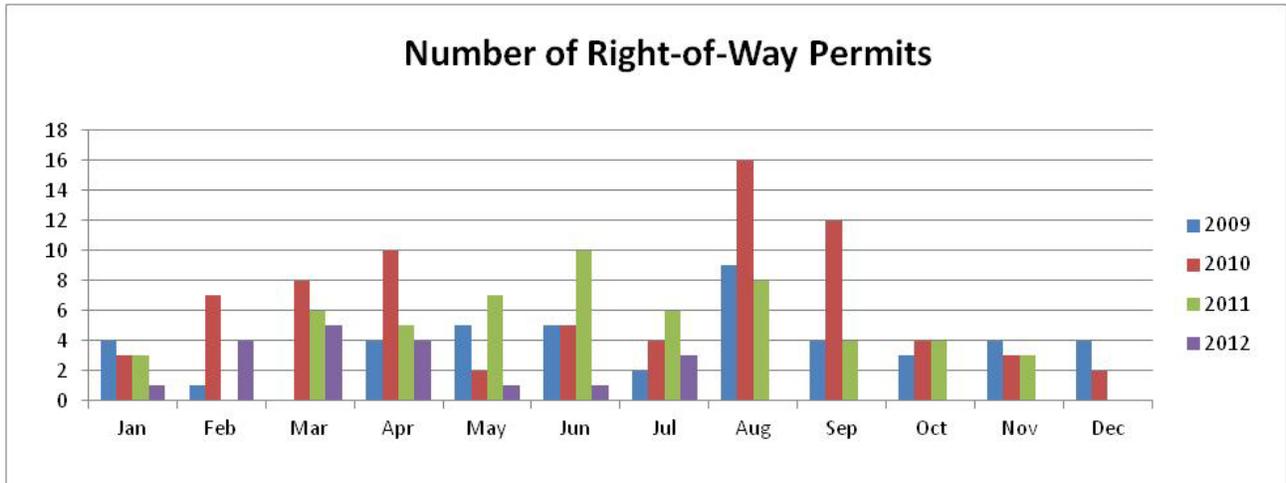
Sign Permits Submitted (December 2012)			
Location	Case Number	Date Received	Date Approved
8243 S. Holly Street	SG-12-00155	12/10/2012	12/13/2012
4530 S. Reservoir Road	SG-12-00156	12/6/2012	12/6/2012
4530 S. Reservoir Road	SG-12-00157	12/6/2012	12/6/2012
7424 S. University Boulevard	SG-12-00158	12/6/2012	12/6/2012
12201 E. Arapahoe Road	SG-12-00159	12/6/2012	12/6/2012
12201 E. Arapahoe Road	SG-12-00160	12/6/2012	12/10/2012
6955 S. York Street #412	SG-12-00161	12/7/2012	12/12/2012
7424 S. University Boulevard	SG-12-00162	12/7/2012	12/10/2012
6262 S. Parker Road	SG-12-00163	12/7/2012	12/12/2012
6802 S. Yosemite Street	SG-12-00164	12/13/2012	12/14/2012
8719 E. Dry Creek Road	SG-12-00165	12/19/2012	12/21/2012
20921 E. Smoky Hill Road	SG-12-00166	12/20/2012	12/20/2012
7347 S. Revere Parkway	SG-12-00167	12/24/2012	-
7266 S. Xenia Circle	SG-12-00168	12/26/2012	-
Average Approval Time – Business Days			2.3 Days

Rapid Review Sign Permits (December 2012)			
Location	Case Number	Time Received	Time Approved
4530 S. Reservoir Road	SG-12-00156	12:56	1:22
4530 S. Reservoir Road	SG-12-00157	12:56	1:10
7424 S. University Boulevard	SG-12-00158	12:32	1:00
12201 E. Arapahoe Road	SG-12-00159	12:38	12:55
20921 E. Smoky Hill Road	SG-12-00166	10:42	10:53
Average Approval Time – Minutes		19 Minutes (0.013 Days)	

**Prior to 2012, Rapid Review data was calculated as one full day of review.*

Right-of-Way Permits

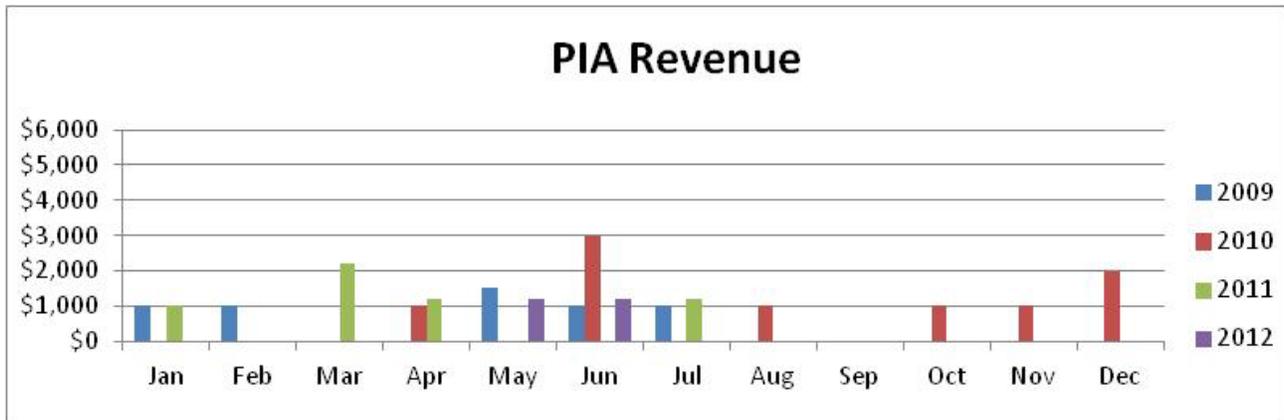
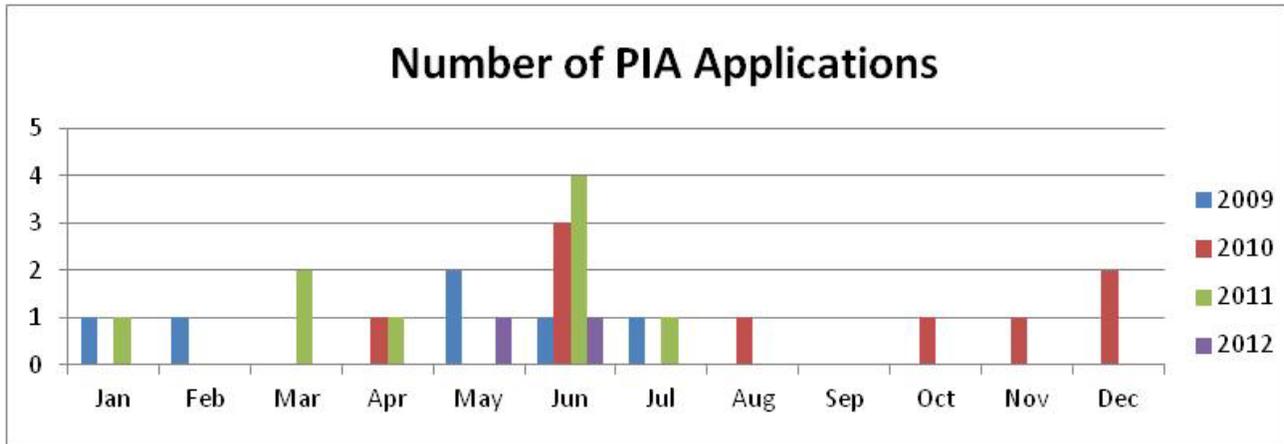
In December, the City received 2 right-of-way permit applications with monthly revenue of \$284. YTD right-of-way permit application activity is lower than the previous year and YTD revenues are also lower. YTD applications for 2012 are 36 compared to 56 for 2011. YTD revenues for 2012 are \$17,370 compared to \$22,208 for 2011.



Right-of-Way Permits Submitted (December 2012)			
Location	Permit Number	Date Received	Date Approved
9355 E. Dry Creek Road	LRW-12-00037	12/19/2012	12/26/2012
6200 S. Albion Way	LRW-12-00038	12/19/2012	12/26/2012

Public Improvement Agreements (PIA)

In December, the City received 1 PIA application compared to 0 in 2011. The monthly revenue of \$1,200 is higher than 2011 which was \$0. YTD PIA applications for 2012 are 5 compared to 9 in 2011. YTD revenues for 2012 are \$6,000 compared to \$5,600 in 2011. We began tracking PIA's in 2009.

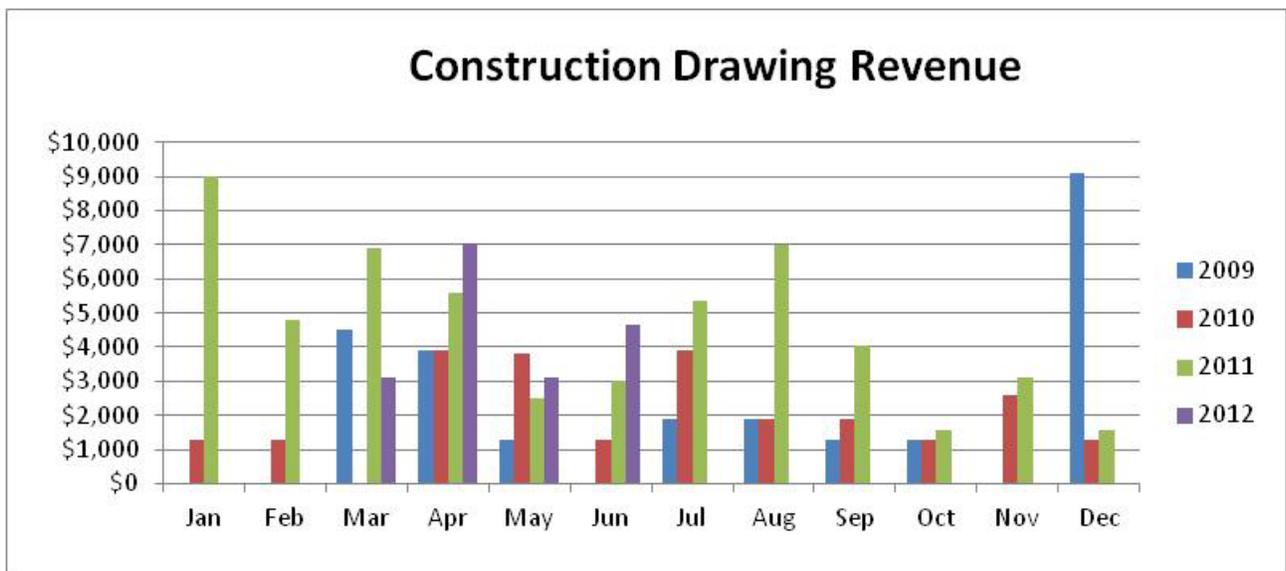
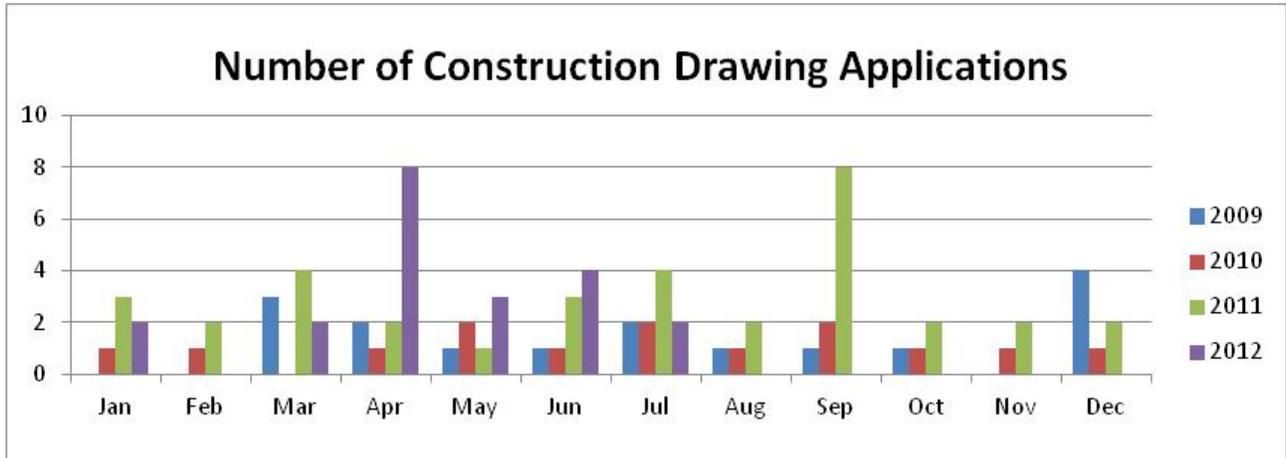


PIAs Submitted (December 2012)

Description	Case Name	Case Number	Date Application Accepted
Land Use	Dry Creek Office Park No.1	LU-12-00253	12/20/2012

Construction Drawings (CD)

In December, the City received 3 CD applications with \$3,100 in monthly revenue. YTD, CD permit application activity is slightly lower than the previous year and YTD revenues are also lower. YTD applications for 2012 are 33 compared to 35 for 2011. YTD revenues for 2012 are \$32,100 compared to \$54,400 for 2011.

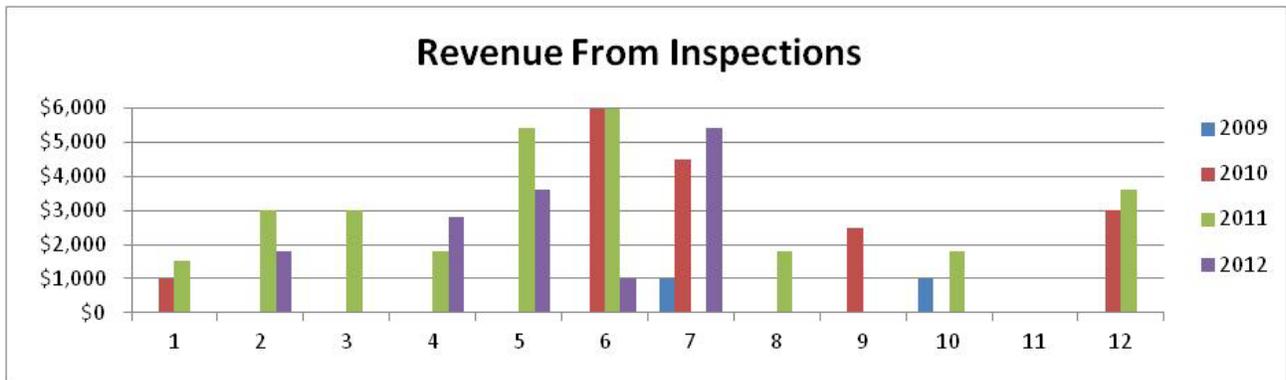


CDs Submitted (December 2012)			
Description	Case Name	Case Number	Date Application Accepted
CD	Lincoln Executive Center Pond	CD-12-00247	12/11/2012
CD	Dry Creek Center	CD-12-00249	12/14/2012
CD	Groove Ford Quick Lane	CD-12-00257	12/21/2012

The Engineering Division approved 0 CD's in December.

Infrastructure Inspections

In December, 22 individual projects/sites were inspected and there was \$0 in revenue collected. City staff spent a total of 41 hours performing these inspections compared to 58 hours in 2011. Centennial Center Park, Cherry Creek Business Center (Filing 6), Peakview Heights, Action Jackson, and Centennial Center (Filing 2) all required more than two inspections. YTD revenue for 2012 is \$17,400 compared to \$34,500 in 2011.

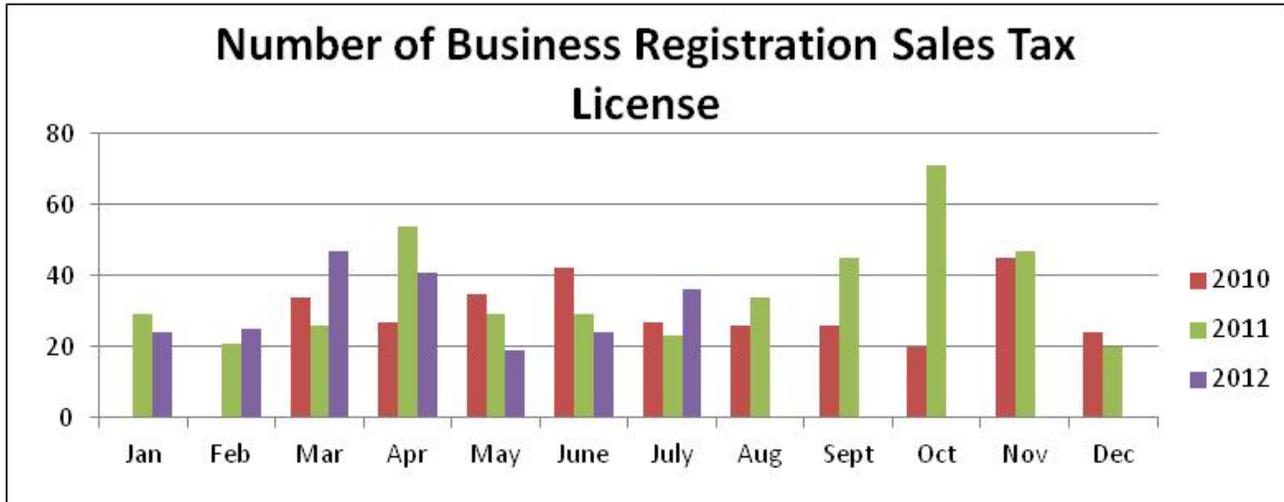


Infrastructure Inspections (December 2012)

General Location	Case Name	Status-Visits
Parker Road & Arapahoe Rd.	Centennial Center Filing 2	Under Construction – 0
Humboldt & Orchard Rd.	Orchard Estates	Under Construction - 1
County Line Road & Niagara	Foxridge VIII	Under Warranty – 1
Briarwood & Havana	Fast Signs	Under Warranty – 1
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
Troy Circle & Caley	Allosource	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 Warranty – 0
15253 East Fremont	Nilex	Under Warranty – 1
15633 East Fremont	Cherry Creek Business Center Filing 6	Under Construction – 1
Helena & Arapahoe Rd.	Golden Corral	Under Warranty – 0
Quebec & County Line Rd.	Steak N Shake	Under Warranty – 0
Peakview & Uvalda	Centennial Center Park	Under Construction – 3
Revere & Easter	Trust Company	Under Warranty – 0
Arapahoe & Yosemite	1 st Bank	Under Warranty – 0
Syracuse & Peakview	Peakview Heights	Under Construction – 3
Holly & Arapahoe Rd.	Kaiser Permanente	Under Warranty – 0
Fair & Potomac	VCCE II	Under Construction – 0
Broadway & Panama	Action Jackson	Under Warranty – 0
Quentin & Briarwood	Latisys Data	Under Construction – 0
7800 S. Adams Street	Arapaho Park	Under Construction – 0
9535 E. County Line Road	Centennial Promenade	Under Construction – 1
6949 S. Potomac Street	Stolle Manufacturing	Under Construction – 2
8911 E. Phillips Drive	Century Highland Park	Under Construction – 2
9355 E. Dry Creek Road	J.D. Carpenter Fueling Facility	Under Construction – 1
Streets @ Southglenn	Chick-fil-A	Under Construction – 0
Holly & Orchard	Orchard Park	Under Construction – 0
Helena & Arapahoe	Helena Gate	Under Construction – 1
Riviera & Picadilly	Cunningham Fire	Under Construction – 1

Business Registration/Sales Tax License

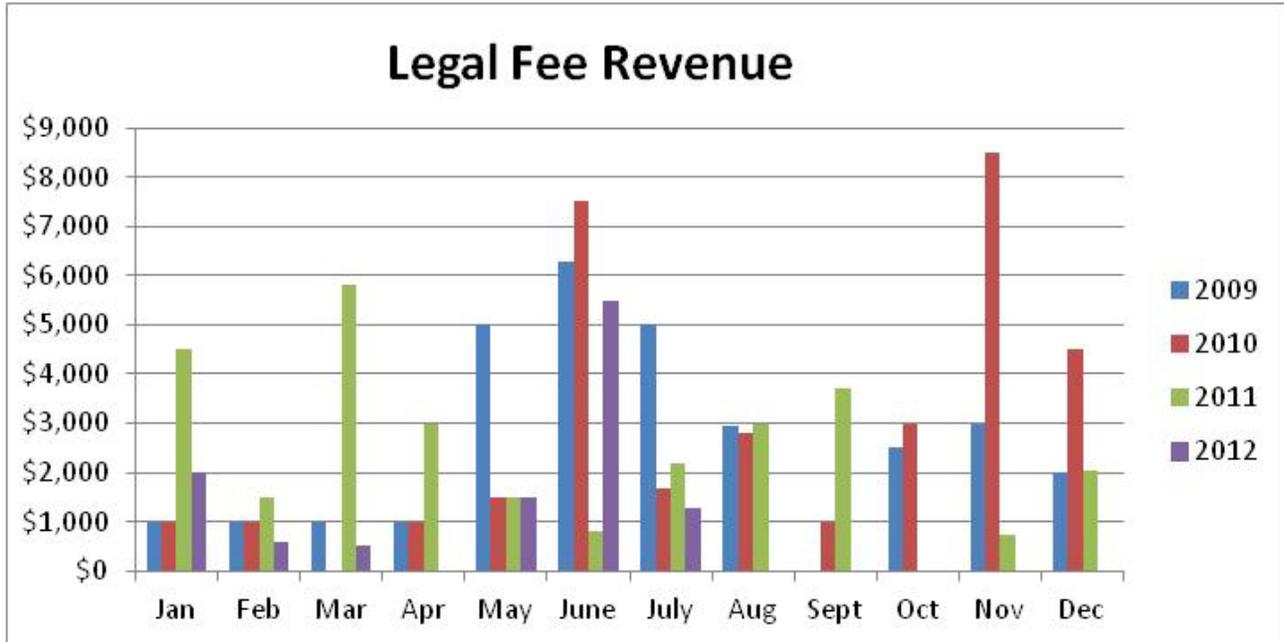
In December, a total of 13 business registration/sales tax licenses were issued. YTD totals are 382 compared to 428 in 2011. The Planning Division started review of these in December of 2010. We average 5 days to process these applications.



Business Registration/Sales Tax License (December 2012)			
Case #	Case Name	Approved	Business Description
CEN-008579	Party City Corporation	Yes	Office Supplies, Stationery, and Gift Stores
CEN-008584	Smoky Hill Eye Care	Yes	Offices of Other Health Practitioners
CEN-008585	The Behavioral Growing Tree	Maybe	Scientific Research and Development Services
CEN-008588	G-Force Trading, Llc	Yes	Securities and Commodity Contracts Intermediation and Brokerage
CEN-008589	Twc Administration Llc	Yes	Data Processing, Hosting, and Related Services
CEN-008591	Aurora Martial Arts Llc	Yes	Other Schools and Instruction
CEN-008593	Subway	Yes	Limited-Service Eating Places
CEN-008595	Geophysical & Geological Consultant	Maybe	Management, Scientific, and Technical Consulting Services
CEN-008596	Verite Skin Studio	Yes	Personal Care Services
CEN-008616	Select Reward	Maybe	Retail Sales Tax License
CEN-008617	DJC LLC	Maybe	General Business Registration
CEN-008623	Walnut Brewery Inc.	Yes	Retail Sales Tax License
CEN-008625	Refrigeration System Support LLC	Maybe	Retail Sales Tax License

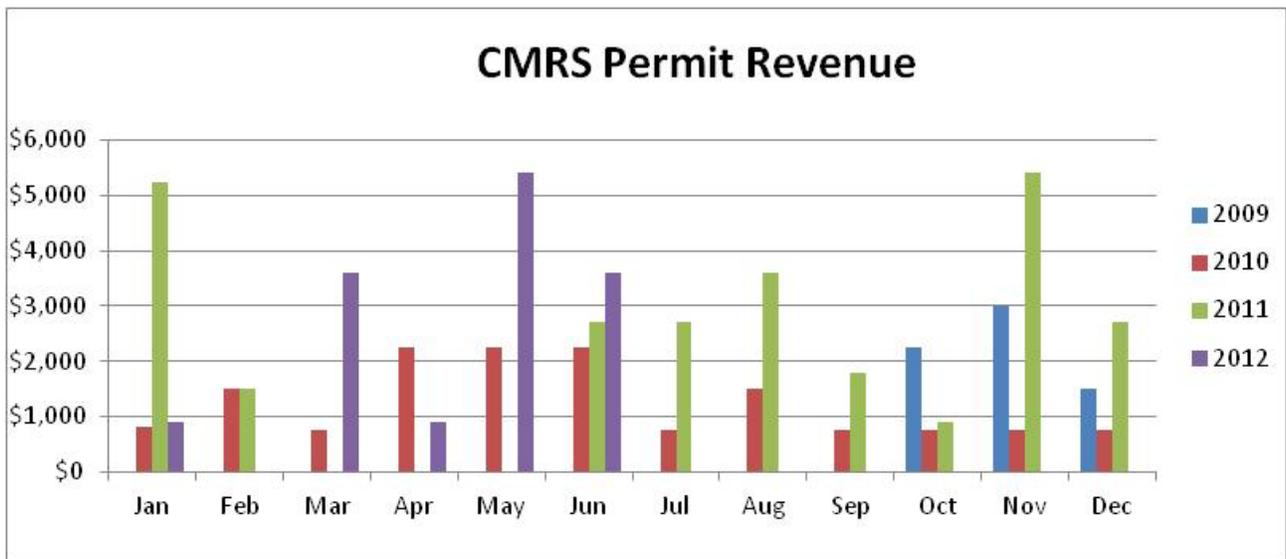
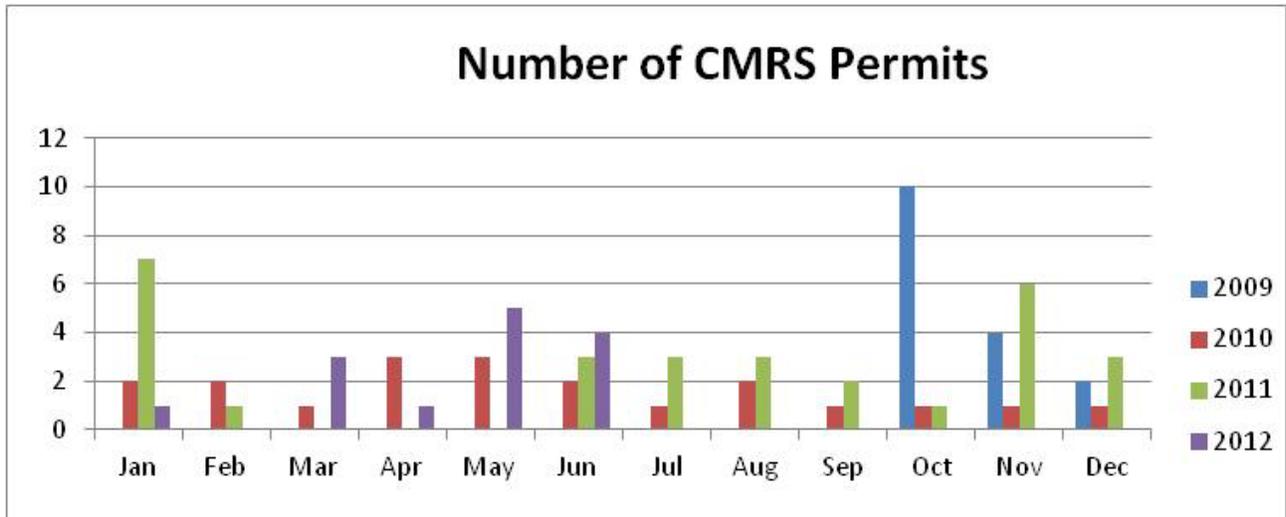
Legal Services

In December, a total of \$4,450 in revenue was received for legal services. YTD revenues for 2012 are \$28,474 compared to \$28,832 for 2011. Legal fees are collected to cover actual legal costs and do not impact the final budget in a negative or positive way.



CMRS Permits

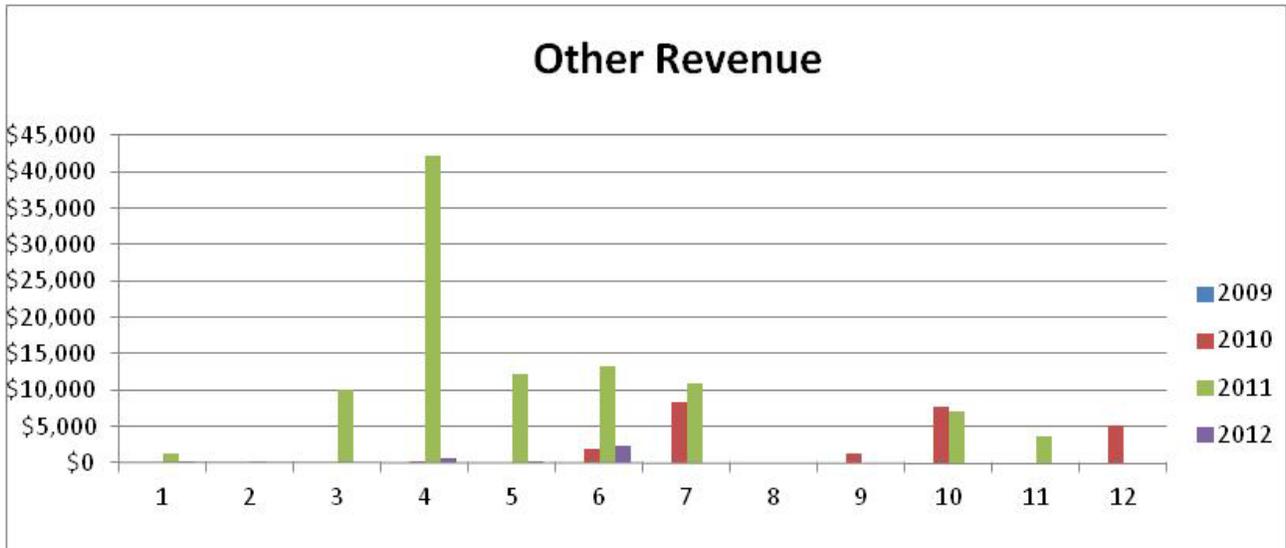
In December, we received 0 CMRS permit applications for \$0 in revenue. YTD revenues for 2012 are \$15,300, which is above the 2012 projected revenue of \$14,000 and below the 2011 revenue of \$26,550. CMRS permit tracking began in January 2009.



CMRS Permits (December 2012)		
Project or Location	Case Number	Date Received and Issued
None		

Other & Miscellaneous Fees including Federal Grant Revenue

In December, we received \$0 in miscellaneous revenue. YTD revenues for 2012 are \$5,633, which is above the 2012 projected revenue of \$0 and below the 2011 revenue of \$100,522.



Bus Bench Permits are now part of Land Use Services. We collected the monthly fee of \$17,500 in December and YTD Revenue of \$90,000.