

**Planning & Development Department
Planning & Engineering Divisions
Monthly Report for January 2010
February 10, 2010**

Activity

- [Land Use Applications](#) – There were 2 applications compared to 1 in 2009.
- [Pre-Submittal Applications](#) – There were 4 applications compared to 6 in 2009.
- [City Council](#) – City Council heard 0 land development projects compared to 2 in 2009.
- [Planning and Zoning Commission](#) – There were 4 projects heard compared to 2 in 2009.
- [Board of Adjustment](#) – There were 0 variance requests heard compared to 0 in 2009.
- [Fence Permits](#) – There were a total of 3 applications compared to 4 in 2009. Average number of days to approve was 1 business days.
- [Sign Permits](#) – There were a total of 5 applications compared to 10 in 2009. Average number of days to approve was 2 business days.
- [Right-of-Way Permits](#) – There were 3 permits issued compared to 4 in 2009.
- [Subdivision Improvement Agreements](#) – There were 0 SIA's submitted compared to 1 in 2009.
- [Construction Drawings](#) – There was 1 CD application compared to 0 in 2009.
- [Infrastructure Inspection](#) – There were 12 individual projects/sites inspected this month. City staff spent a total of 78 hours performing these inspections.
- [CMRS Permits](#) – There were 2 permits issued compared to 0 in 2009.
- [Other Fees](#) – There was no revenue for this category in 2010 or 2009.
- [Visitors](#) – There were 52 visitors; an average of 2.6 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

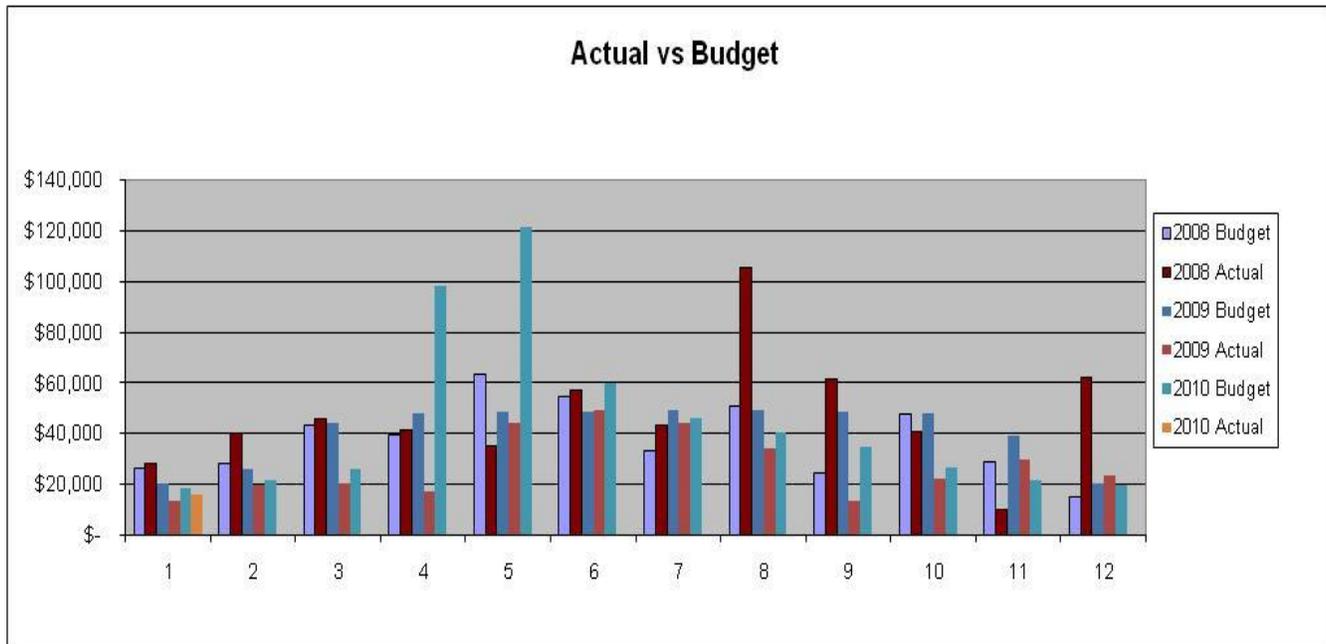
[Total revenue](#) – YTD \$16,278 in revenue has been collected, which is below the 2010 projected budget \$19,017. This is 86% of projected revenues.

P & E Special Projects

- **Streets @ SouthGlenn** – Derek Holcomb and the Building Division have inventoried all occupied retail and office tenant space at the Streets at SouthGlenn, in order to update the tenant status report. An analysis of available remaining space has been completed.
- **Civic Center Park** – The project team is moving forward with the preparation of construction documents. An open house was held on January 28th and very positive feedback was received from the public. An application for an Arapahoe County Open Space grant will be made in February 2010.
- **Transportation Master Plan** – The project community outreach plan has been drafted and is being prepared for presentation to the City Council on March 1, 2010.
- **Commercial Redevelopment/Revitalization** – Staff has continued work with the Land Use Committee to look at City-wide opportunities for commercial redevelopment and revitalization. The LUC has completed its initial preview of centers to identify issues associated with individual commercial areas throughout the City.

Total Revenue

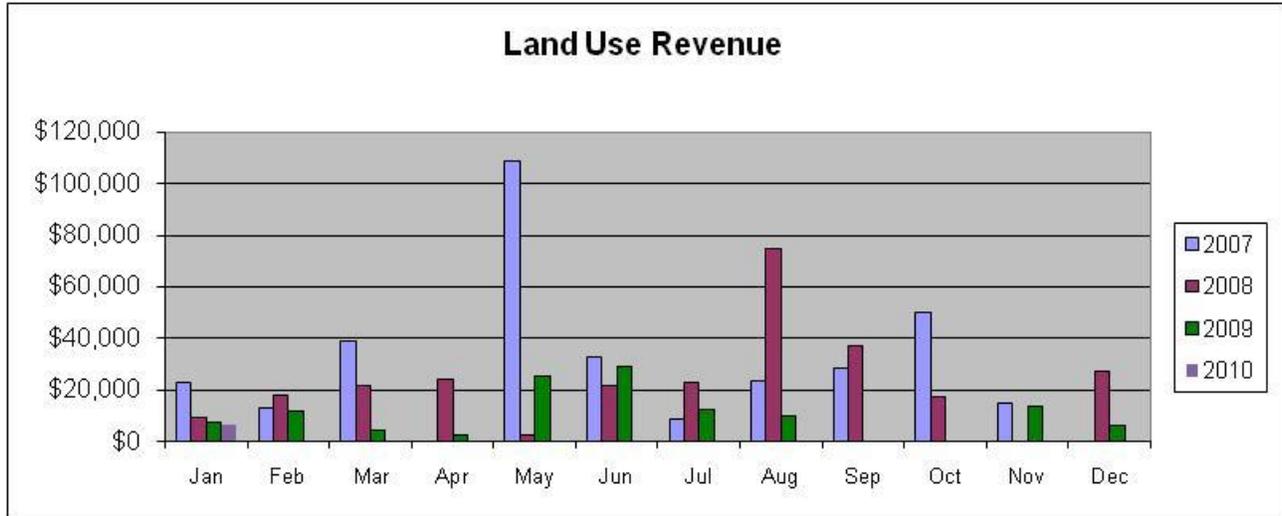
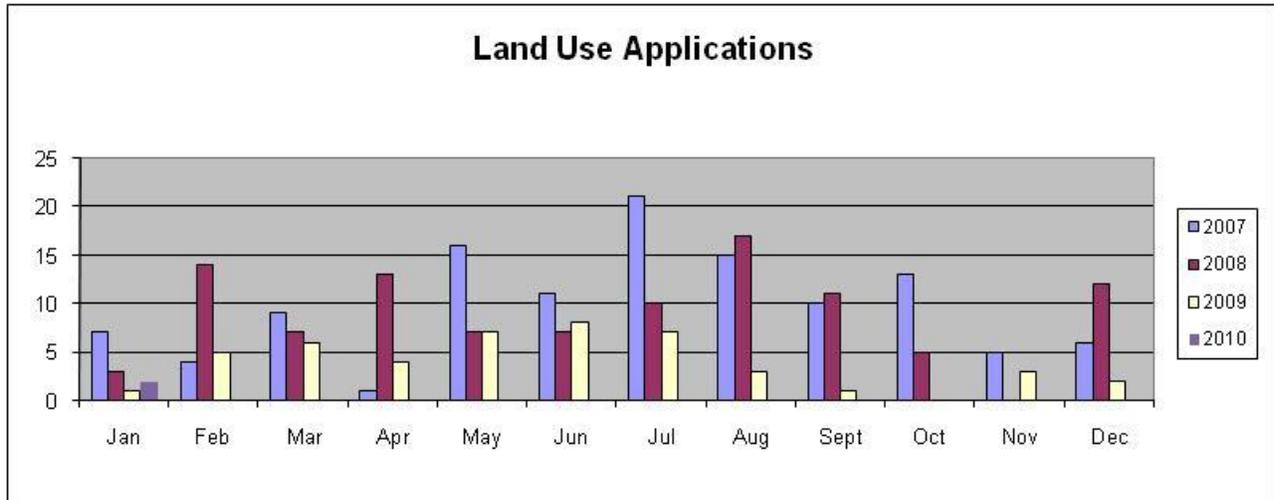
In January, the total revenue received was \$16,278. YTD the Planning & Engineering revenues of \$16,278 are roughly 86% below the projected 2010 YTD budget of \$19,017.



- **Land Use Applications** – YTD \$6,320 in revenue has been collected, which is above the 2010 projected budget of \$4,900.
- **Fence Permits** – YTD \$339 in revenue has been collected, which is below the 2010 projected budget of \$500.
- **Sign Permits** – YTD \$2,460 in revenue has been collected, which is below the 2010 projected budget of \$2,950.
- **Right-of-Way Permits** – YTD \$1,359 in revenue has been collected, which is above the 2010 projected budget of \$500.
- **Subdivision Improvement Agreements** – YTD \$0 in revenue has been collected, which is below the 2010 projected budget of \$750.
- **Construction Drawings** – YTD \$1,300 in revenue has been collected, which is above the 2010 projected budget of \$1,000.
- **Infrastructure Inspection** – YTD \$1,000 in revenue has been collected, which is above the 2010 projected budget of \$250.
- **Legal Fees** – YTD \$2,000 in revenue has been collected, which is above the 2010 projected budget of \$1,000.
- **CMRS Fees** – YTD \$1,500 has been collected, which is below the 2010 projected budget of \$1,167.
- **Other Fees** – YTD \$0 has been collected, which is below the 2010 projected budget of \$6000. This budget amount includes all miscellaneous fees and revenue including Engineering hours from Open Space.

Land Use Applications

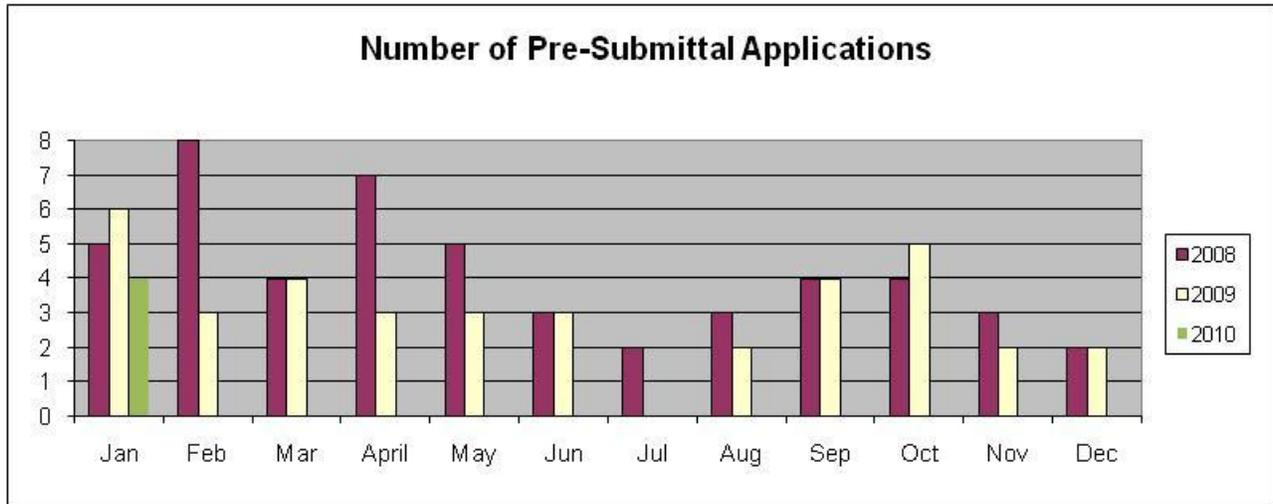
In January, the City received 2 land use applications with \$6,320 in monthly revenue. YTD land use application activity is higher than the previous year, yet YTD revenues are lower. YTD applications for 2010 are 2 compared to 1 in 2009. YTD revenues for 2010 are \$6,320 compared to \$7,310 for 2009.



Land Use Applications Submitted (January 2010)		
Land Use Case Number	Project Name	Open Date
LU-1001-001	Lifetime Fitness Filing 1, 1 st Amendment to FDP	1-7-2010
LU-1001-003	Oppenheimer Funds Back-up Generator	1-21-2010

Pre-Submittal Applications

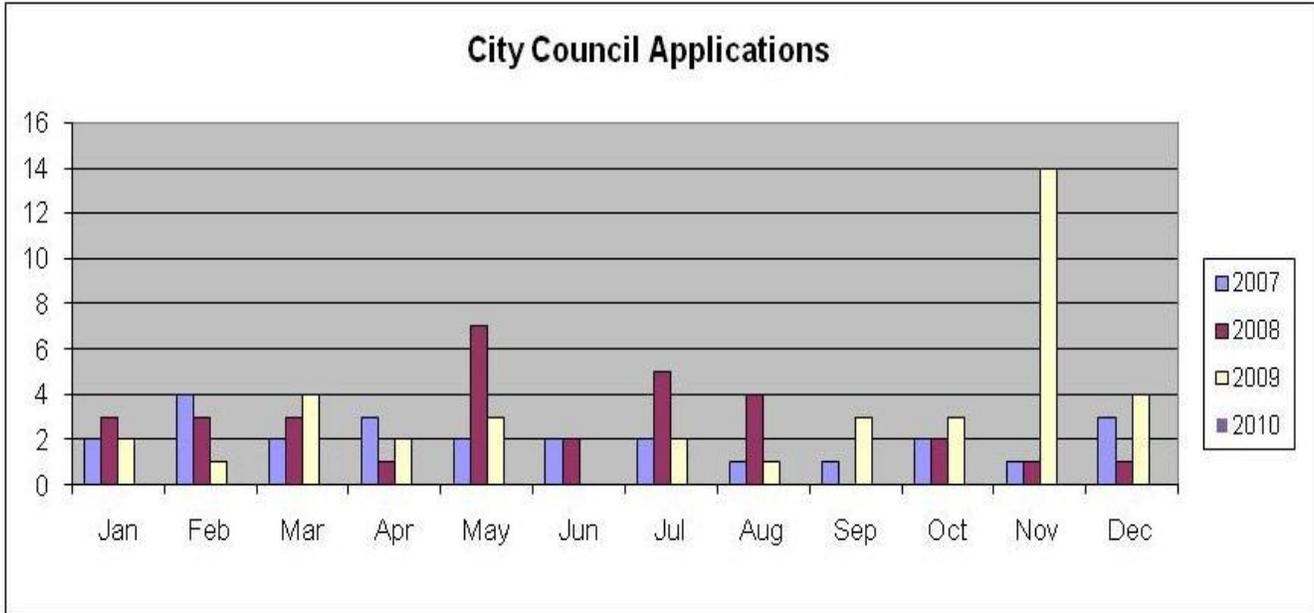
In January, the City received 4 pre-submittal applications. YTD pre-submittal activity is slower than the previous year. YTD total applications received for 2010 are 4 compared to 6 for 2009. City began tracking Pre-Submittal Applications in 2008.



Pre-submittal Applications Submitted (January 2010)		
Pre-submittal Case Number	Project Name	Open Date
PS-1001-001	Centennial Gun Club & Office Retail Buildings	1-04-2010
PS-1001-002	Colorado Performance Volleyball Club	1-22-2010
PS-1001-003	Heritage Green Recreation Area	1-25-2010
PS-1001-004	Denver Water Highlands Pump Station	1-27-2010

City Council

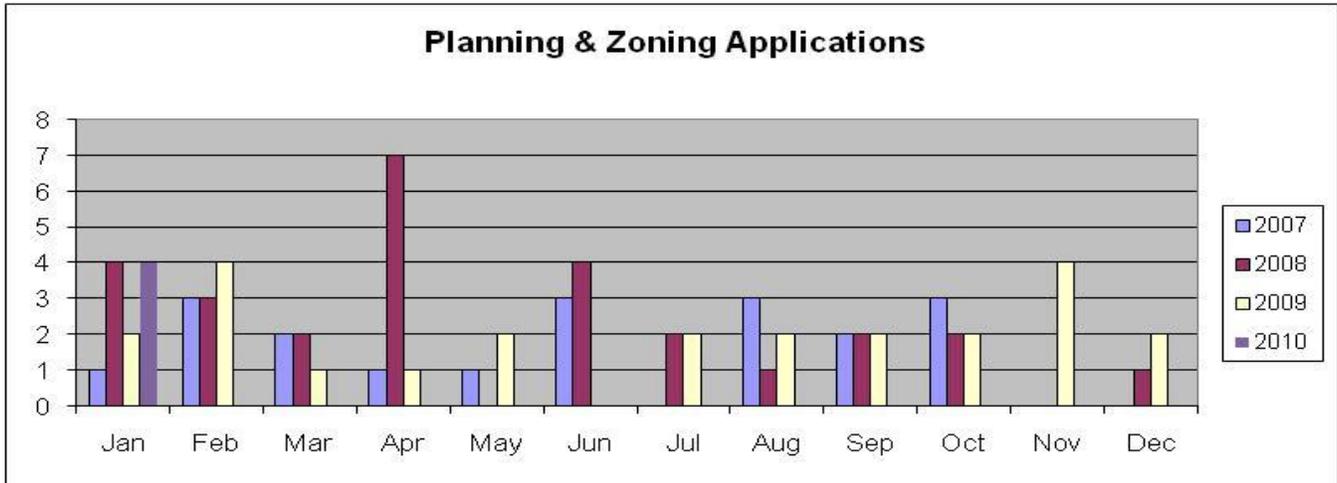
In January, City Council heard 0 planning and development projects as compared to hearing 2 in 2009. YTD, City Council has heard 0 development projects as compared to 2 in 2009.



Land Development Projects Heard by City Council (January 2010)				
Description	Case Name	Case Number	Hearing Date	Action
Land Use	None			
Land Development Projects Scheduled for City Council (February 2010)				
Description	Case Name	Case Number	Hearing Date	
Land Use	Arapahoe High School Zoning 1 st Reading Chapel Hill Cemetary Zoning 1 st Reading and Estancia Subdivision Zoning 1 st Reading	NA	2-1-2010	
Land Use	Vista Verde Estates PDP 1 st Reading	LU-0906-006	2-1-2010	
Land Use	Arapahoe High School Zoning 2 nd Reading and Chapel Hill Cemetary Zoning 2 nd Reading and Estancia Subdivision Zoning 2 nd Reading	NA	2-8-2010	
Land Use	Vista Verde Estates PDP 2 nd Reading	LU-0906-006	2-8-2010	
Land Use	Vista Verde Estates FDP Public Hearing	LU-0906-005	2-8-2010	
Land Use	Vista Verde Estates Replat	LU-0906-007	2-8-2010	
Land Use	Centennial Corner FDP	LU-0907-006	2-8-2010	

Planning & Zoning Commission

In January, the Planning & Zoning Commission heard 4 development projects as compared to hearing 2 in 2009. YTD, the Planning & Zoning Commission has heard 4 development projects as compared to 2 in 2009.



Land Development Projects Heard by PZ Commission (January 2010)

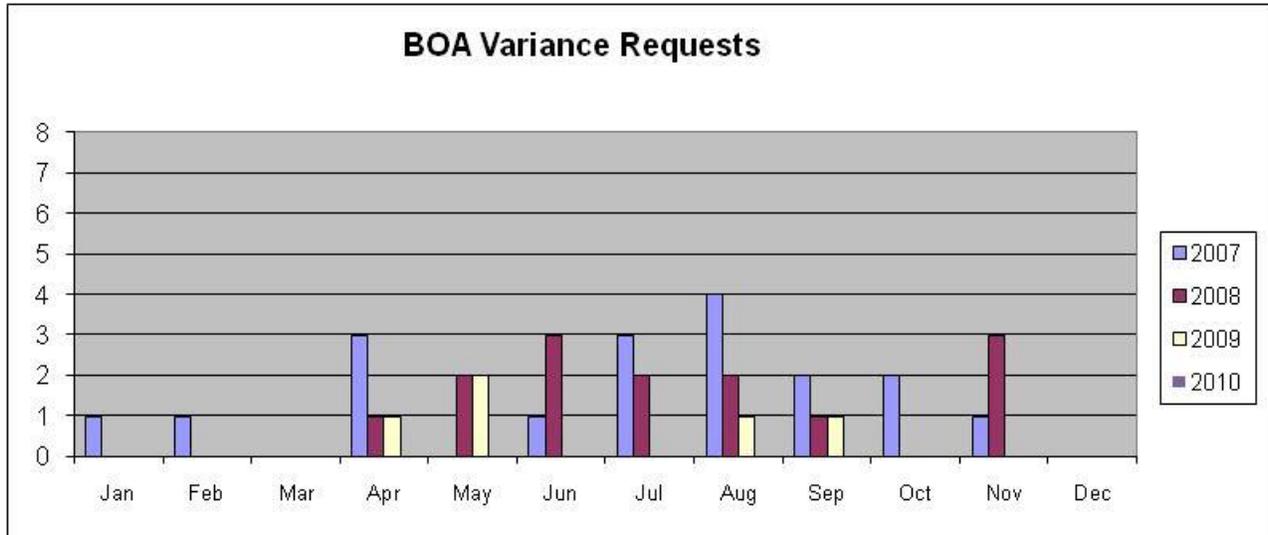
Description	Case Name	Case Number	Hearing Date	Action
Land Use	Vista Verde Estates PDP	LU-0906-006	1-13-2010	Approved
Land Use	Vista Verde Estates FDP	LU-0906-005	1-13-2010	Approved
Land Use	Arapahoe High School Zoning	NA	1-27-2010	Approved
Land Use	Chapel Hill Cemetary Zoning	NA	1-27-2010	Approved
Land Use	Estancia Subdivision Zoning	NA	1-27-2010	Approved
Land Use	Centennial Corner FDP	LU-0907-006	1-27-2010	Approved
Land Use	1041 Regulations Introduction	NA	1-27-2010	Postponed to March 2010

Land Development Projects Scheduled For PZ Commission (February 2010)

Description	Case Name	Case Number	Hearing Date
Land Use	LDC Rewrite	NA	2-24-2010
Land Use	1041 Regulations Public Hearing	NA	2-24-2010

Board of Adjustment

In January, the Board of Adjustment heard 0 variance requests as compared to hearing 0 in 2009. YTD, the Board of Adjustment heard 0 variance requests as compared to 0 in 2009.

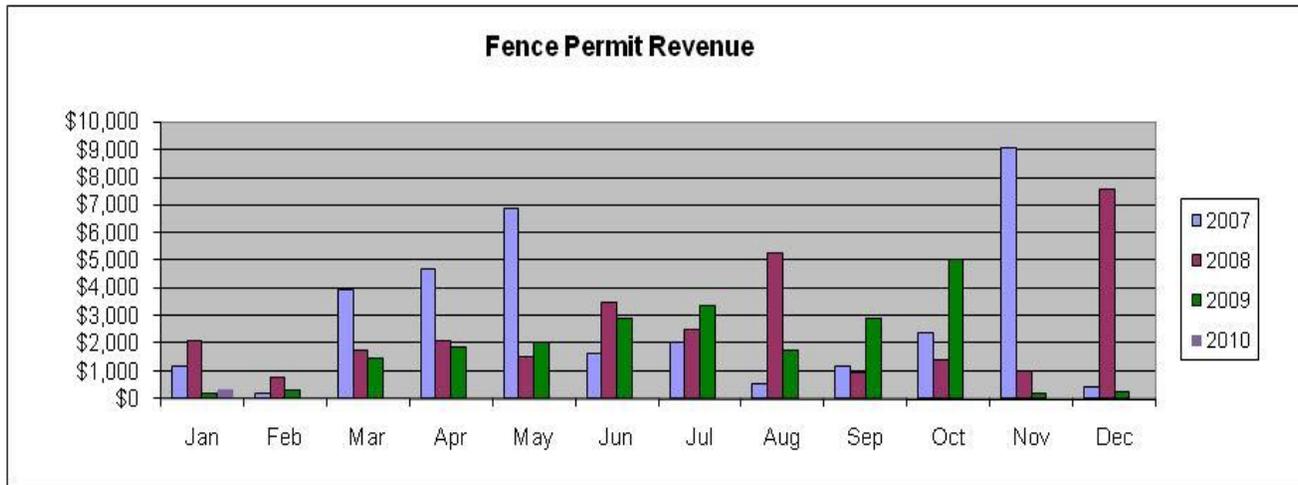
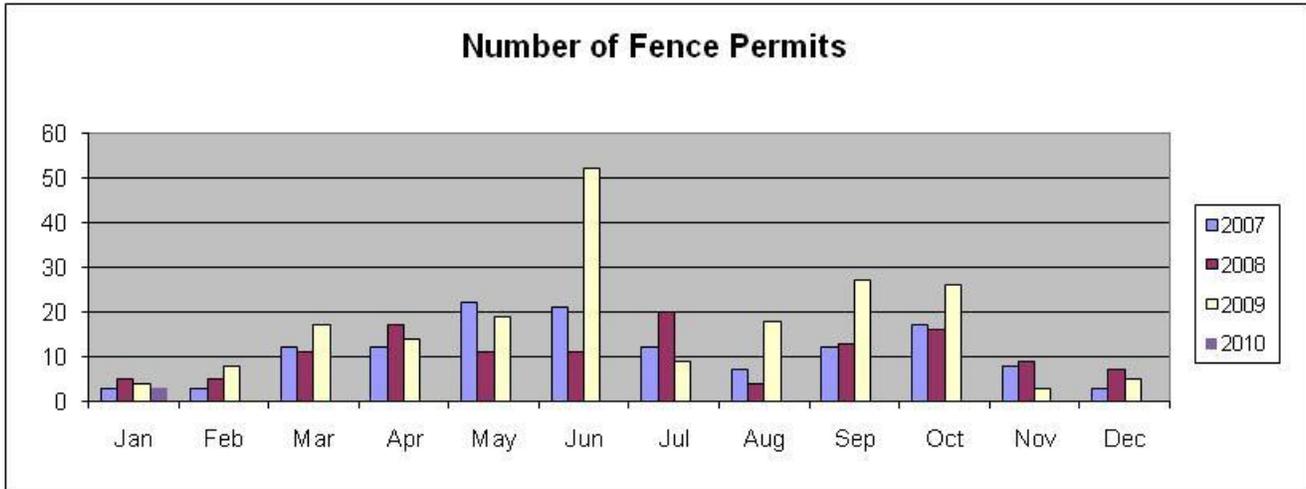


Land Development Projects Heard by the Board of Adjustment (January 2010)				
Description	Case Name	Case Number	Hearing Date	Action
BOA	None			

Variance Requests Scheduled for the Board of Adjustment (February 2010)			
Description	Case Name	Case Number	Hearing Date
BOA	None		

Fence Permits

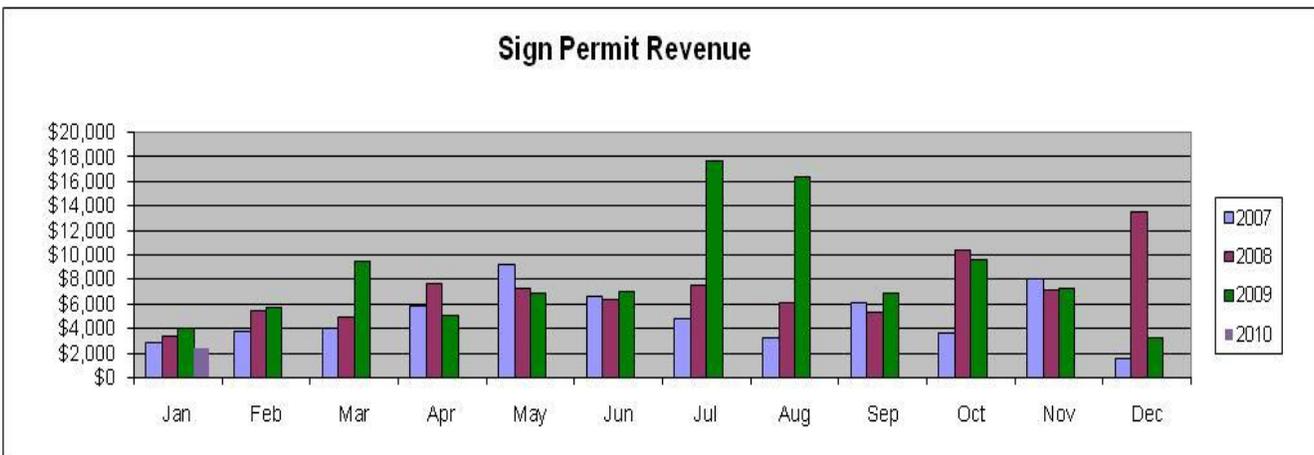
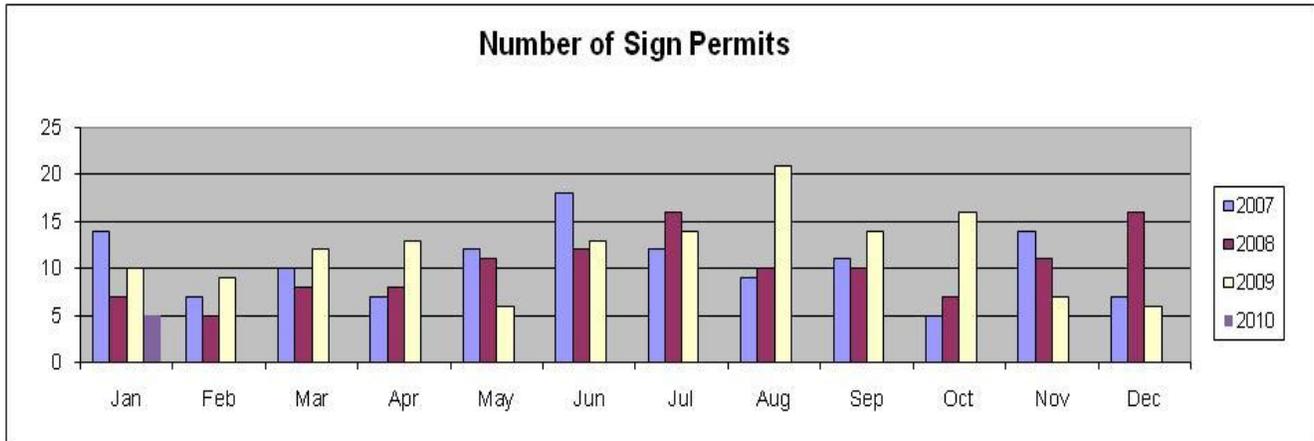
In January, the City received 3 fence permit applications with the monthly revenue of \$339. YTD fence permit application activity is lower than the previous year, but YTD revenues are slightly higher. YTD applications for 2010 are 3 compared to 4 for 2009. YTD revenues for 2010 are \$339 compared to \$202 for 2009. **There was 1 fence permit through Rapid Review Thursday in January.**



Fence Permits Submitted (January 2010)			
Location	Case Number	Date Received	Date Approved
3256 East Fair Place	FE-1001-001	1-11-2010	1-12-2010
6750 South Dawson	FE-1001-002	1-14-2010	1-14-2010
6845 South Marion Circle West	FE-1001-003	1-20-2010	1-22-2010
Average Approval Time – Business Days			1 Day

Sign Permits

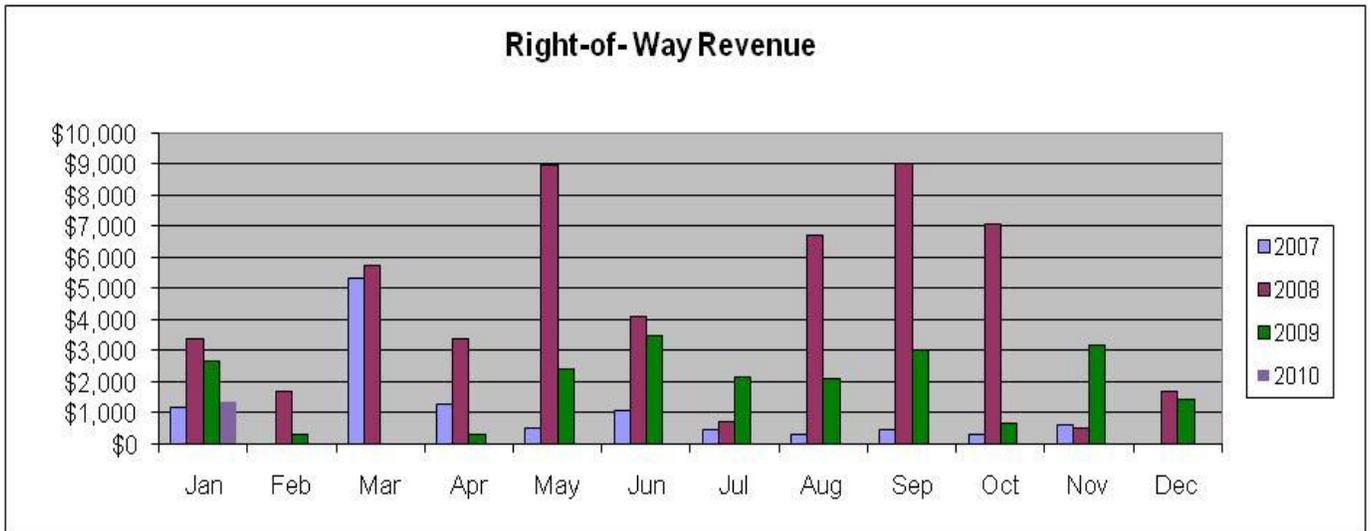
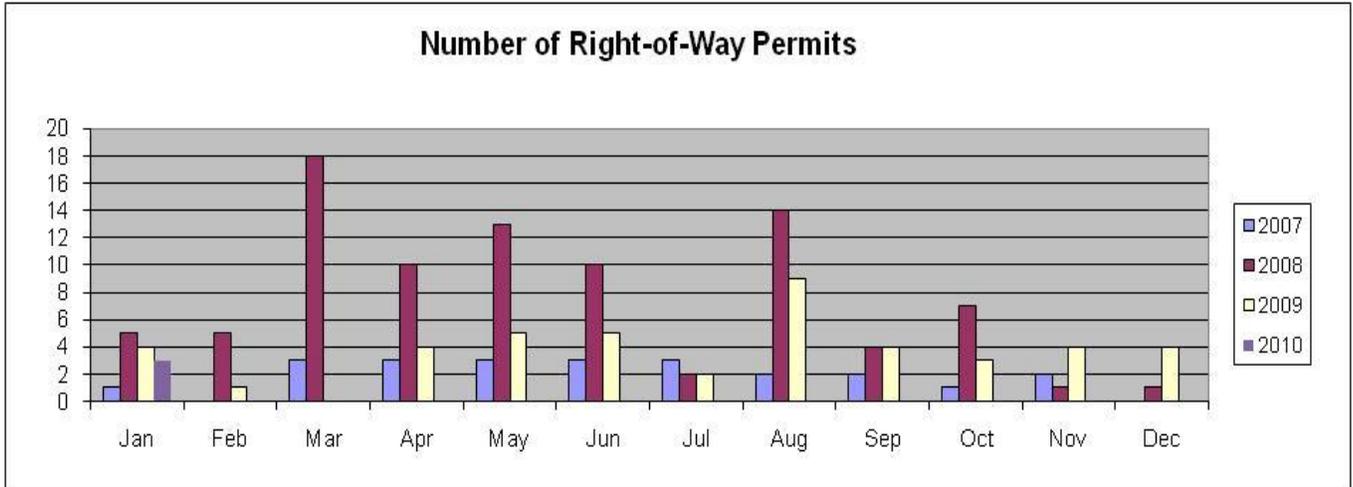
In January, the City received 5 sign permit applications with the monthly revenue of \$2,460. YTD sign permit application activity is lower than the previous year and YTD revenues are lower. YTD applications for 2010 are 5 compared to 10 issued for 2009. YTD revenues for 2010 are \$2,460 compared to \$4,079 for 2009. There were 0 sign permits through Rapid Review Thursday in January.



Location	Case Number	Date Received	Date Approved
6851 South Gaylord	SG-1001-001	1-4-2010	1-6-2010
6851 South Gaylord	SG-1001-002	1-12-2010	1-15-2010
10440 East Arapahoe Road	SG-1001-003	1-13-2010	1-15-2010
6839 South Vine Street #718	SG-1001-004	1-19-2010	1-22-2010
20290 East Smoky Hill Rd	SG-1001-005	1-26-2010	1-28-2010
Average Approval Time – Business Days			2 Days

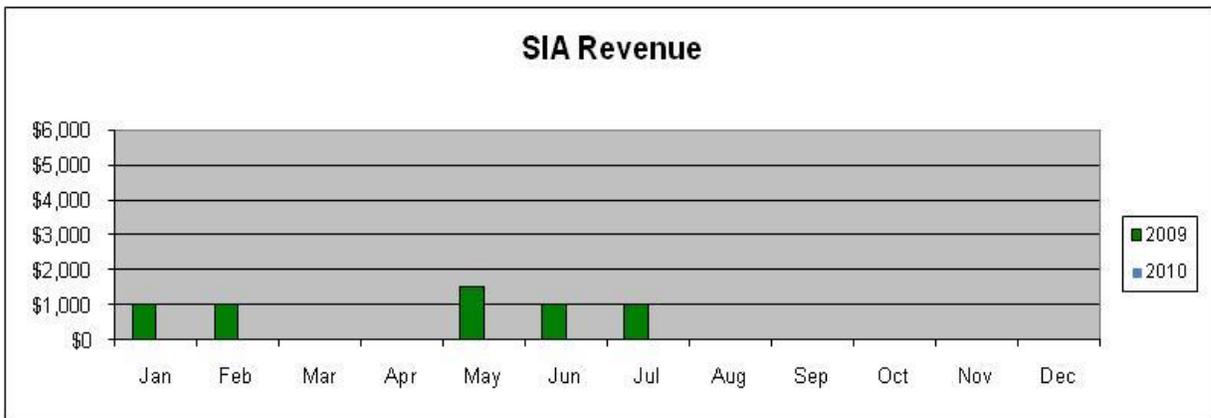
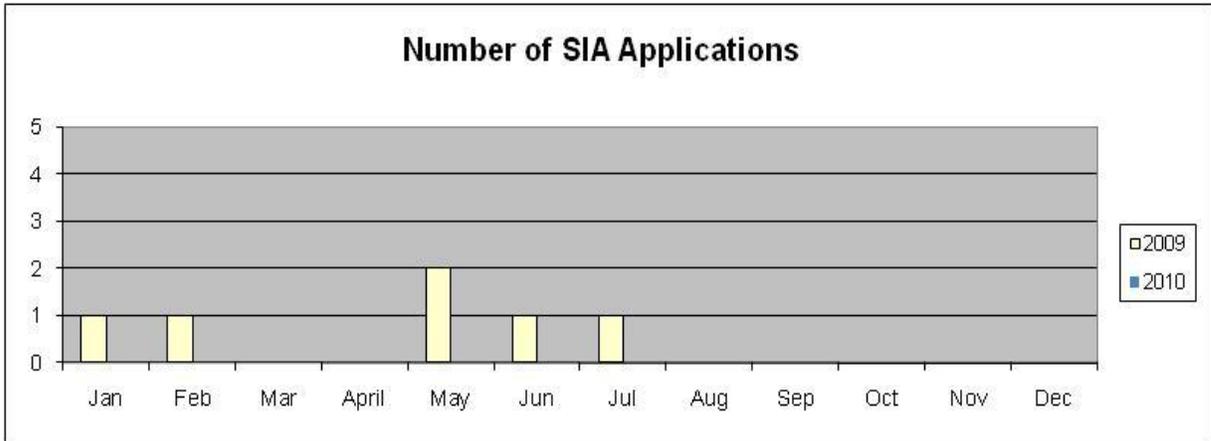
Right-of-Way Permits

In January, the City received 3 right-of-way permit applications with the monthly revenue of \$1,359. YTD right-of-way permit application activity is slower than the previous year and YTD revenues are lower. YTD applications for 2010 are 3 compared to 4 for 2009. YTD revenues for 2010 are \$1,359 compared to \$2,689 for 2009.



Subdivision Improvement Agreements (SIA)

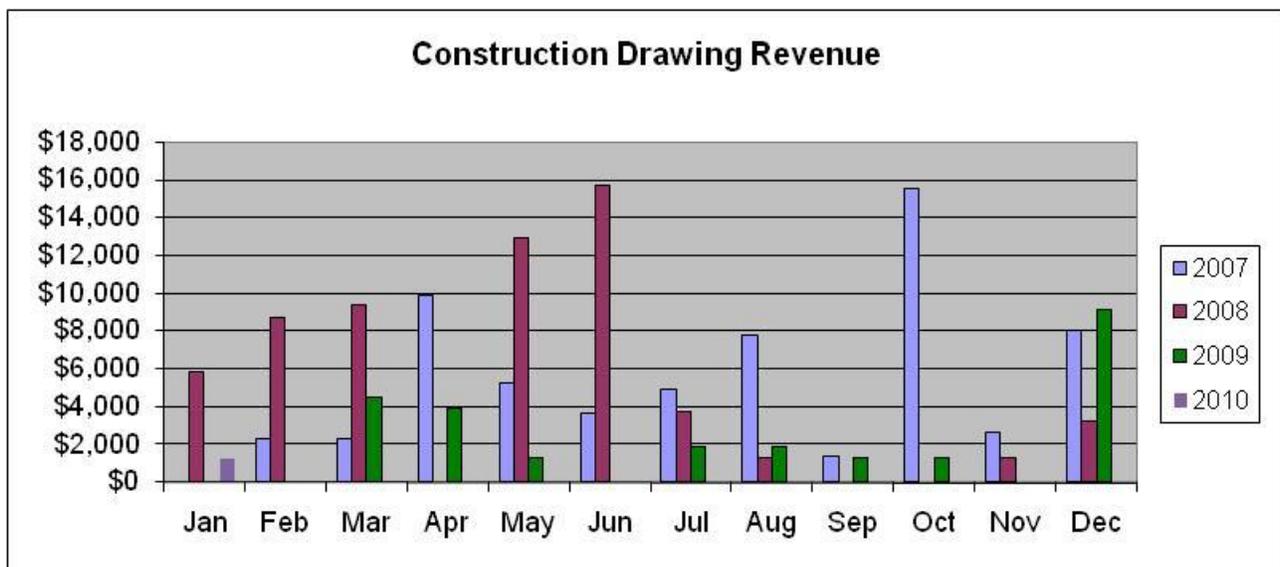
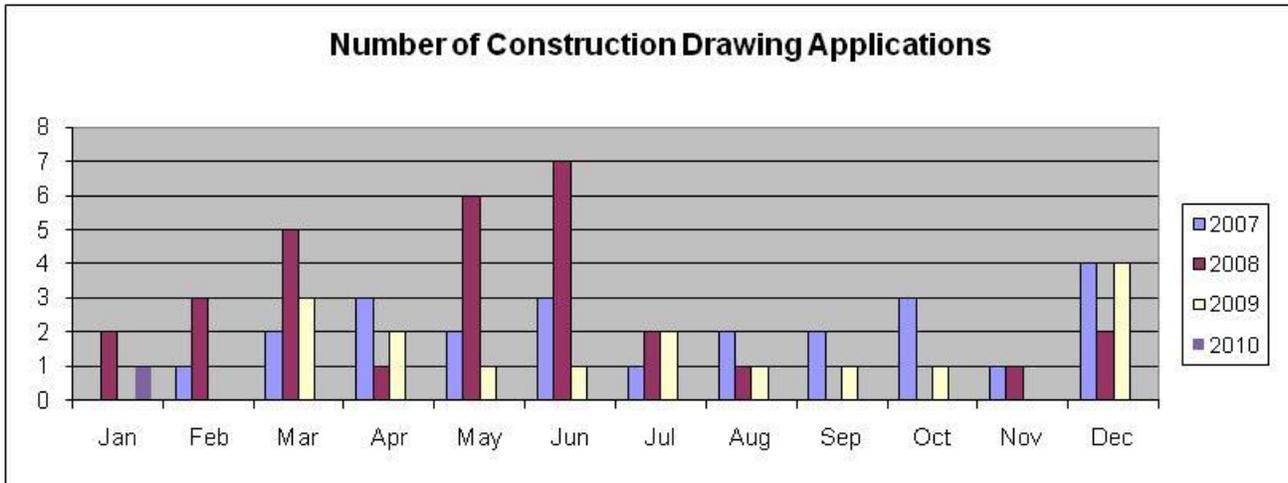
In January, the City received 0 SIA applications compared to 1 in 2009. The monthly revenue of \$0 was lower than 2009 which was at \$1,000. YTD SIA applications for 2010 are 0 and YTD revenues for 2010 are \$0. We began tracking SIA in 2009.



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

Construction Drawings (CD)

In January, the City received 1 CD application with \$1,300 in monthly revenue. YTD CD permit application activity is higher than the previous year and YTD revenues are higher. YTD applications for 2010 are 1 compared to 0 for 2009. YTD revenues for 2010 are \$1,300 compared to \$0 for 2009.

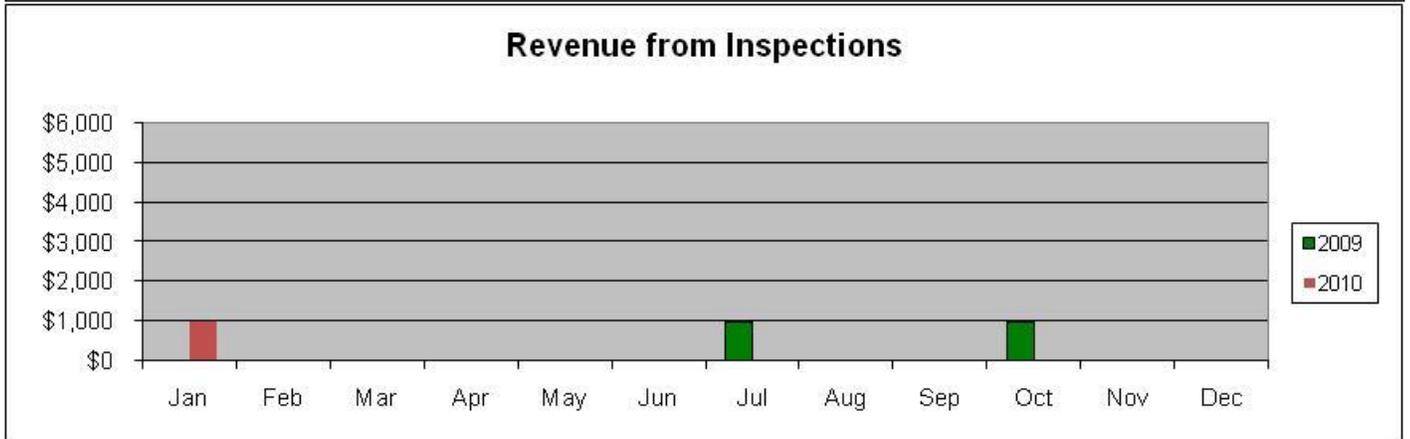


CDs Submitted (January 2010)			
Description	Case Name	Case Number	Date Application Accepted
CD	Oppenheimer Funds Back-up generator	CD-1001-001	1-21-2010

The Engineering Division approved two CDs in January: Centennial Center and Quebec Village.

Infrastructure Inspections

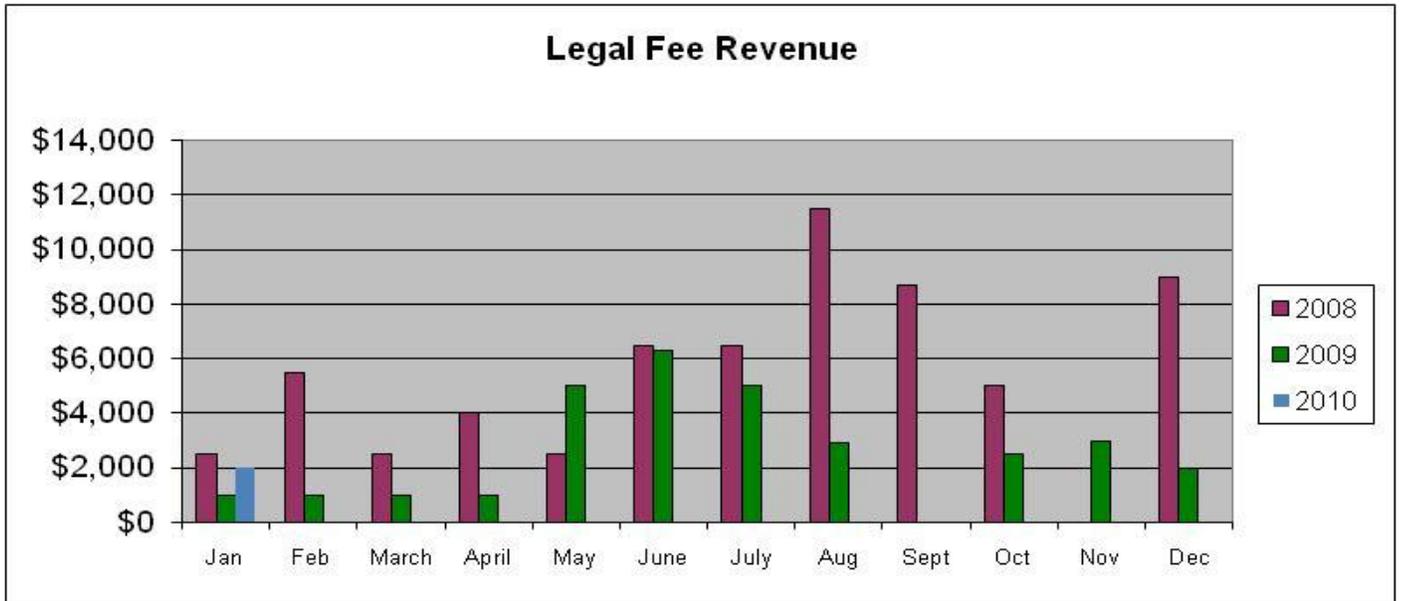
In January, 12 individual projects/sites were inspected and \$1,000 in revenue was collected. City staff spent a total of 78 hours performing these inspections compared to 110 hours in 2009. YTD revenues for 2010 are \$1,000, compared to \$0 in 2009.



Infrastructure Inspections (January 2010)		
General Location	Case Name	Status
Easter and Kenton	EasterLima 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

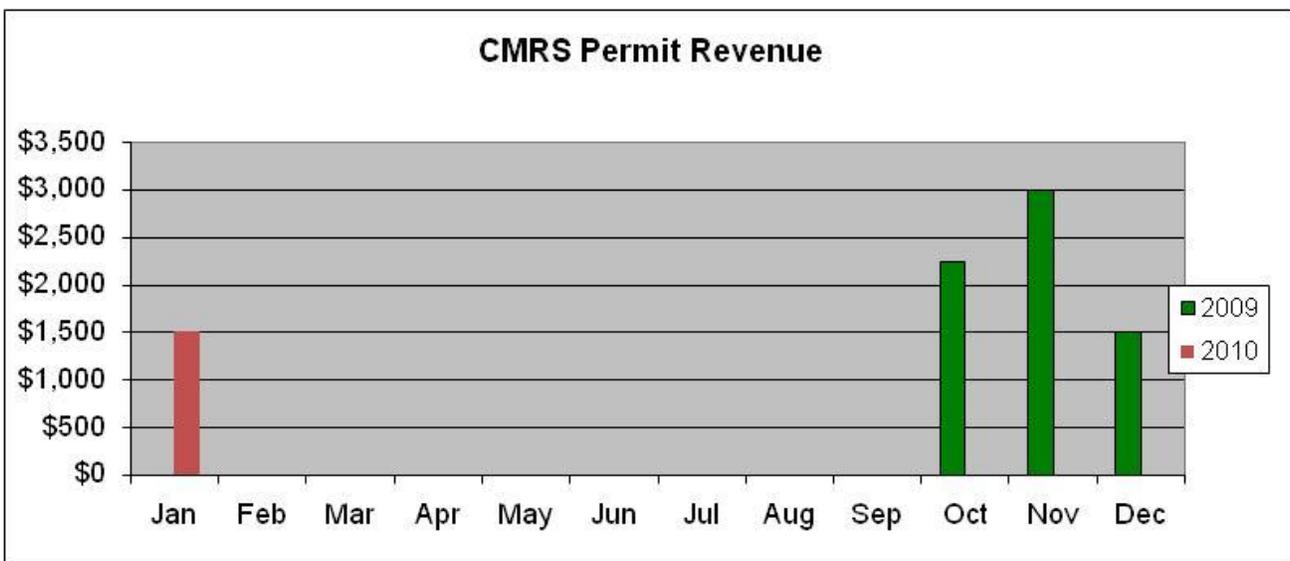
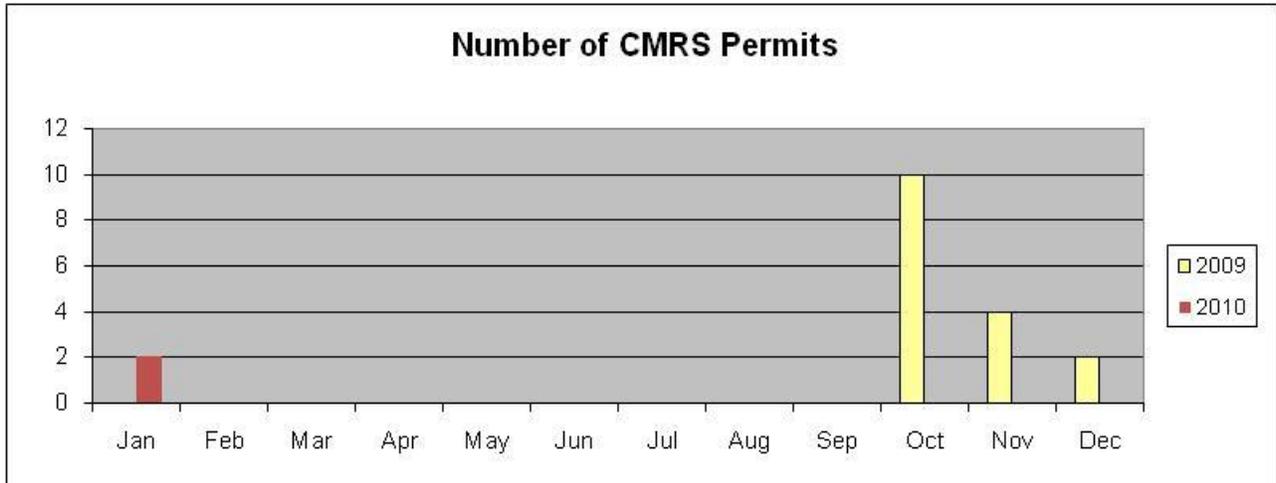
Legal Services

In January, a total of \$2,000 in revenue was received for legal services. YTD revenues for 2010 are \$2,000 compared to \$1,000 for 2009. Legal fees are collected to cover actual legal costs and don't impact the final budget in a negative or positive way.



CMRS Permits

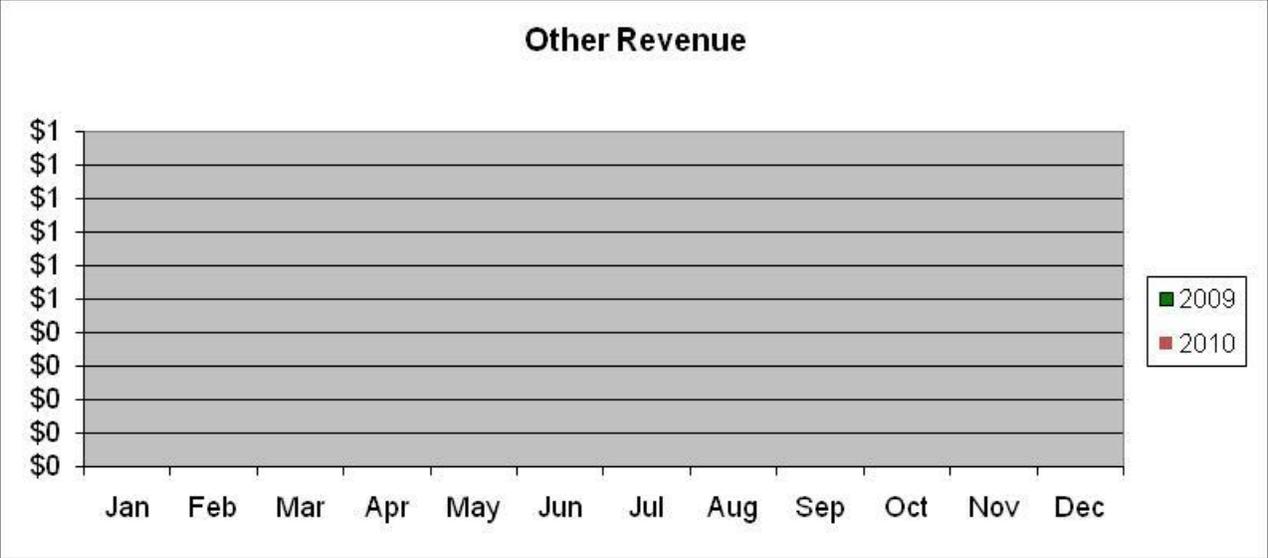
In January, we received 2 CMRS Permits for \$1,500 in revenue. YTD revenues for 2010 are \$1,500, which is above the 2010 projected revenue of \$1,167 and above the 2009 revenue of \$0. CMRS permit tracking began in January 2009.



CMRS Permits (January 2010)		
Project or Location	Case Number	Date Received and Issued
CMRS – Chapparral Water Tank	LU-1001-004	1-26-2010
CMRS – Eastern Hills Church	LU-1001-005	1-26-2010

Other & Miscellaneous Fees

In January, we received no revenue for other fees and miscellaneous. YTD revenues for 2010 is \$0, which is below the 2010 projected revenue of \$6,000 and par with 2009 revenue of \$0.



City Work Orders

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

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

The City has to outsource a specific aspect of reviews to an engineering consultant. In January, 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 (January 2009)		
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.