

**Planning & Development Department
Planning & Engineering Divisions
Monthly Report for May 2010
June 9, 2010**

Activity

- [Land Use Applications](#) – There were 2 applications compared to 7 in 2009.
- [Pre-Submittal Applications](#) – There were 2 applications compared to 3 in 2009.
- [City Council](#) – City Council heard 2 land development projects compared to 3 in 2009.
- [Planning and Zoning Commission](#) – There were 2 projects heard compared to 2 in 2009.
- [Board of Adjustment](#) – There was 1 variance request heard compared to 2 in 2009.
- [Fence Permits](#) – There were a total of 32 applications compared to 19 in 2009. Average number of days to approve was 2.7 business days.
- [Sign Permits](#) – There were a total of 24 applications compared to 6 in 2009. Average number of days to approve was 2.8 business days.
- [Right-of-Way Permits](#) – There were 2 permits issued compared to 5 in 2009.
- [Subdivision Improvement Agreements](#) – There were no SIA's submitted compared to 2 in 2009.
- [Construction Drawings](#) – There were 2 CD applications compared to 1 in 2009.
- [Infrastructure Inspection](#) – There were 17 individual projects/sites inspected this month. City staff spent a total of 70 hours performing these inspections compared to 92 hours in 2009.
- [CMRS Permits](#) – There were 3 permits issued compared to 0 in 2009.
- [Other Fees](#) – There was \$0 in revenue for this category in 2010 and 0 in 2009.
- [Visitors](#) – There were 75 visitors; an average of 3.75 per work day.
- [Customer Surveys](#) – Surveys were received from Code Enforcement, Building and P&D clients. Overall the feedback has been positive. Staff will continue to make improvements based upon suggestions.

Revenue

[Total revenue](#) – May monthly revenue was \$25,231 compared to \$44,792 in 2009. YTD \$112,183 in revenue has been collected, which is 39% of the 2010 projected budget of \$287,578. We anticipated \$130,593 in The Freedom Grant and EECBG Stimulus Grant that will come in later this year. Factoring out the grant we are at 68% of budget.

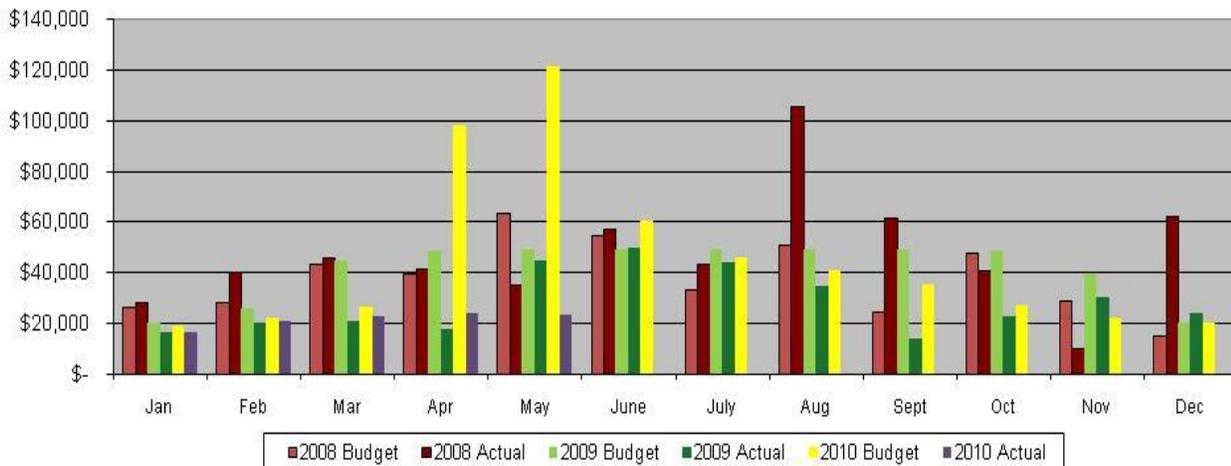
P & E Special Projects

- **Breakfast with P&D** – Our first P&D breakfast meeting was held on May 20th, it was well attended. The second meeting is set for June 17th.
- **Civic Center Park** – The project team is moving forward with construction drawings and a bid package for the project based on City Council's direction. Plans have been modified to find significant cost savings without compromising quality or original concept.
- **Fence Permit Workshop** – A workshop was held in May. Topics included permitting procedures, site plans and differences in the current and future Land Development code regulations for fences.

Revenue

In May, the total revenue received was \$25,231. YTD the Planning & Engineering revenues of \$112,183 are roughly 39% of the projected 2010 YTD budget of \$287,578.

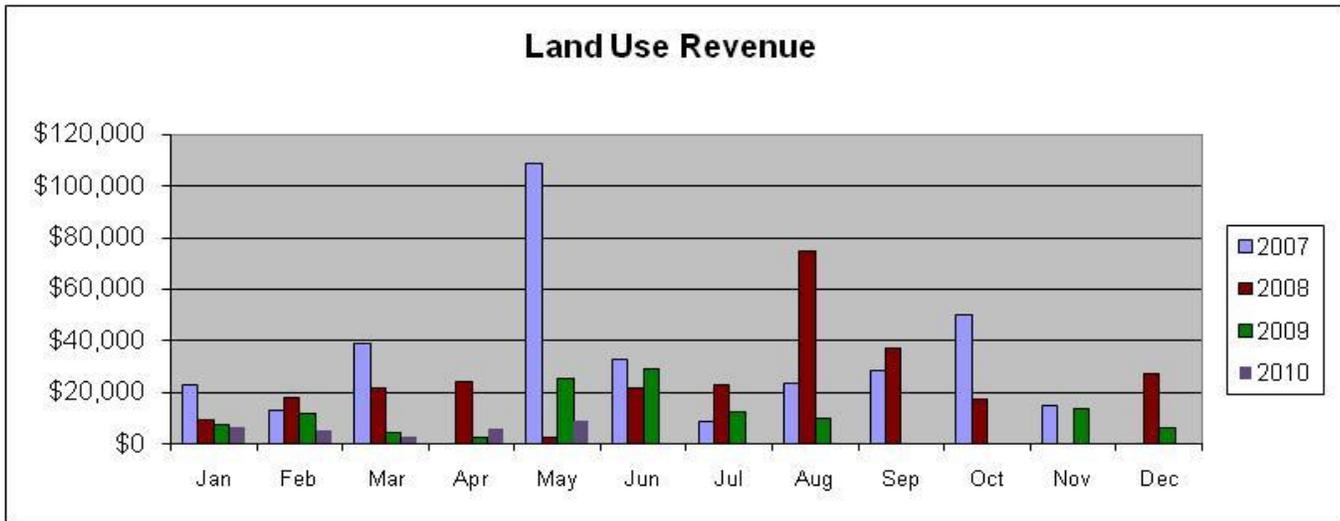
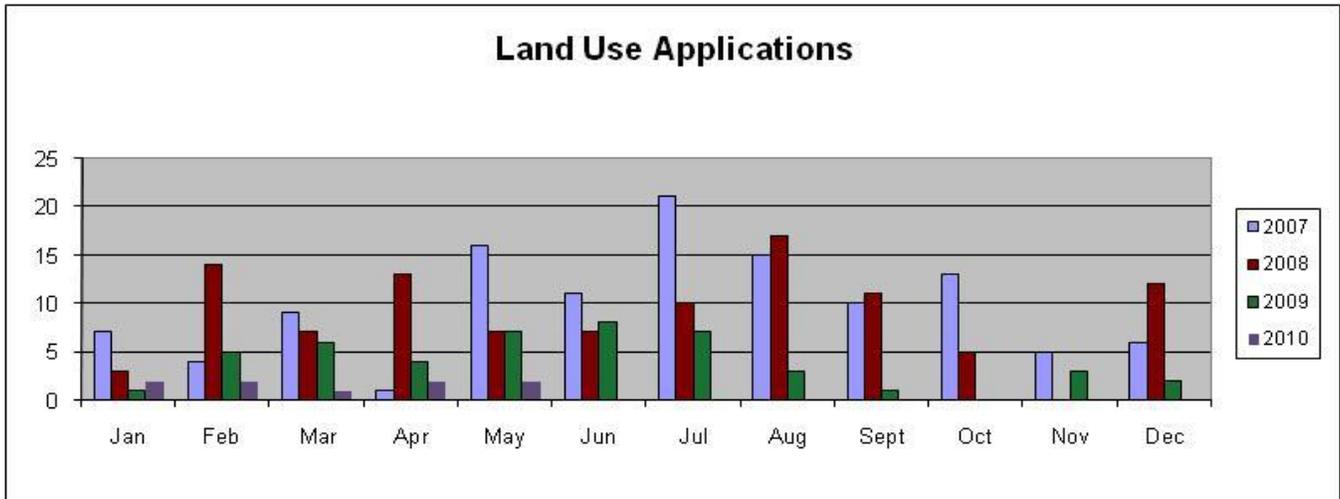
April/May revenues were projected to be higher based on the City receiving The Freedom Grant for Bus Bench and EECBG Stimulus Grant for Paperless Review of \$65,296 each month.



- **Land Use Applications** – YTD \$27,311 in revenue has been collected, which is below the 2010 projected budget of \$64,700.
- **Fence Permits** – YTD \$11,239 in revenue has been collected, which is above the 2010 projected budget of \$4,900.
- **Sign Permits** – YTD \$33,098 in revenue has been collected, which is above the 2010 projected budget of \$22,600.
- **Right-of-Way Permits** – YTD \$7,806 in revenue has been collected, which is above the 2010 projected budget of \$5,700.
- **Subdivision Improvement Agreements** – YTD \$1,000 in revenue has been collected, which is below the 2010 projected budget of \$4,000.
- **Construction Drawings** – YTD \$10,300 in revenue has been collected, which is above the 2010 projected budget of \$8,000.
- **Infrastructure Inspection** – YTD \$1,000 in revenue has been collected, which is below the 2010 projected budget of \$1,250.
- **Legal Fees** – YTD \$7,000 in revenue has been collected, which is below the 2010 projected budget of \$10,000.
- **CMRS Fees** – YTD \$8,250 has been collected, which is above the 2010 projected budget of \$5,835.
- **Other Fees** – YTD \$404 has been collected, which is below the 2010 projected budget of \$30,000. This budget amount includes all miscellaneous fees and revenue including Engineering hours from Open Space. We have received 0 from the Freedom Grant and the budget YTD is \$130,593. These monies will be coming in later this year. We collected \$4,775 YTD for City & County Use Tax.

Land Use Applications

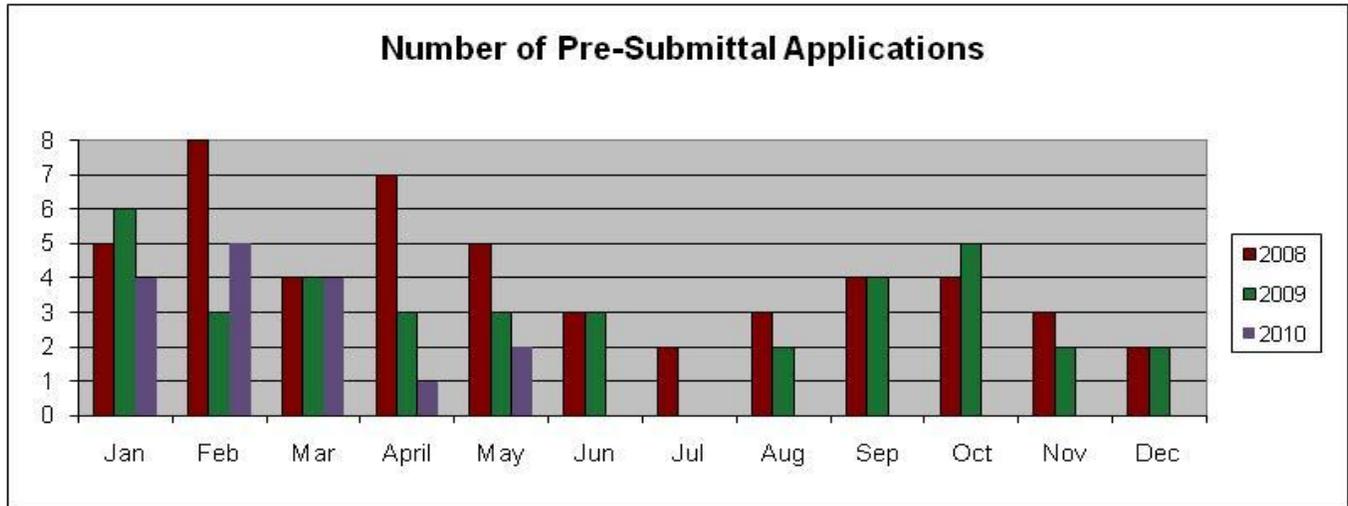
In May, the City received 2 land use applications with \$8,570 in monthly revenue. YTD land use application activity is lower than the previous year and YTD revenues are lower. YTD applications for 2010 are 27 compared to 58 in 2009. YTD revenues for 2010 are \$27,311 compared to \$51,893 for 2009.



Land Use Applications Submitted (May 2010)		
Land Use Case Number	Project Name	Open Date
LU-10-00038	Century Highland Park PDP	5/28/2010
LU-10-00037	Sterling Auto Body AA	5/27/2010

Pre-Submittal Applications

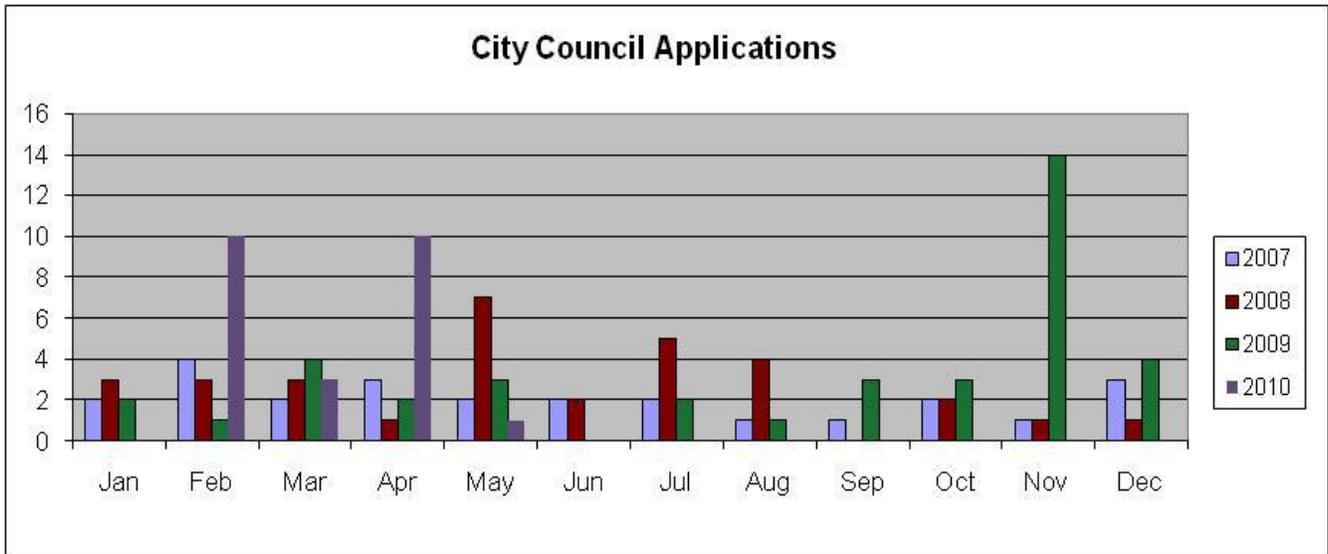
In May, the City received 2 pre-submittal applications compared to 3 in 2009. YTD pre-submittal activity is equal to the previous year. YTD total applications received for 2010 are 19 compared to 19 for 2009. The City began tracking pre-submittal applications in 2008.



Pre-Submittal Applications Submitted (May 2010)		
Pre-submittal Case Number	Project Name	Open Date
PS-10-00036	6782 South Potomac LLC	5/21/2010
PS-10-00035	St. Thomas More AA	5/17/2010

City Council

In May, City Council heard 1 Planning and Development project as compared to hearing 3 in 2009. YTD, City Council has heard 24 development projects as compared to 12 in 2009.



Land Development Projects Heard by City Council (May 2010)

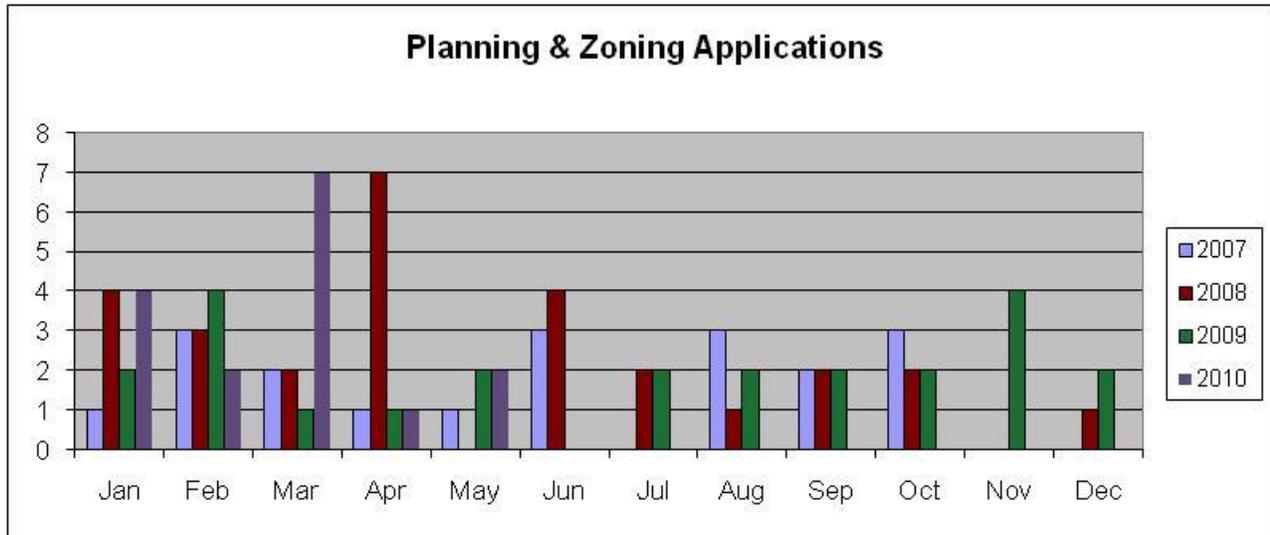
Description	Case Name	Case Number	Hearing Date	Action
Land Use	2 nd Reading for the 7 th Amendment to the Arapahoe Airport Center PDP (COVOCO Volleyball)	LU-1003-001	05/03/2010	Approved

Land Development Projects Scheduled for City Council (June 2010)

Description	Case Name	Case Number	Hearing Date
Land Use	Fast Signs FDP	LU-0806-003	06/07/2010
Land Use	SIA to PIA Conversion	NA	06/07/2010

Planning & Zoning Commission

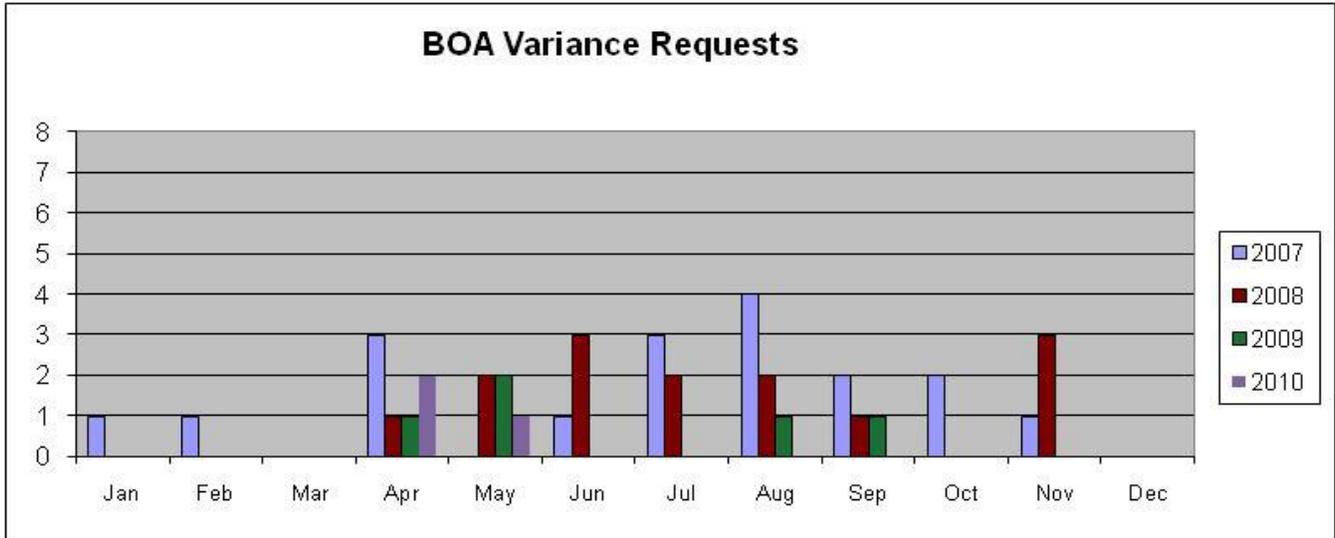
In May, the Planning & Zoning Commission heard 2 development projects as compared to hearing 2 in 2009. YTD, the Planning & Zoning Commission has heard 16 development projects as compared to 10 in 2009.



Land Development Projects Heard by PZ Commission (May 2010)				
Description	Case Name	Case Number	Hearing Date	Action
Land Use	Fast Signs FDP	LU-0806-003	05/12/2010	Approved
Land Use	Rules For Procedures – Motions	NA	05/12/2010	NA
Land Development Projects Scheduled For PZ Commission (June 2010)				
Description	Case Name	Case Number	Hearing Date	
Land Use	Tour	NA	06/09/2010	

Board of Adjustment

In May, the Board of Adjustment heard 1 variance request as compared to hearing 2 in 2009. YTD, the Board of Adjustment heard 5 variance requests as compared to 3 in 2009.



Variance Requests Heard by the Board of Adjustment (May 2010)

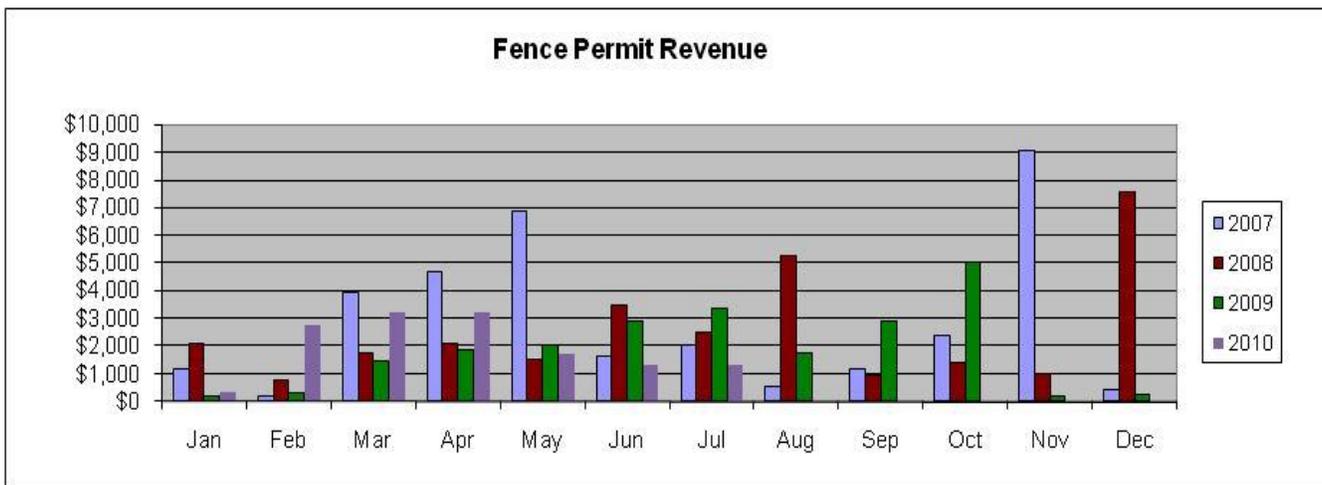
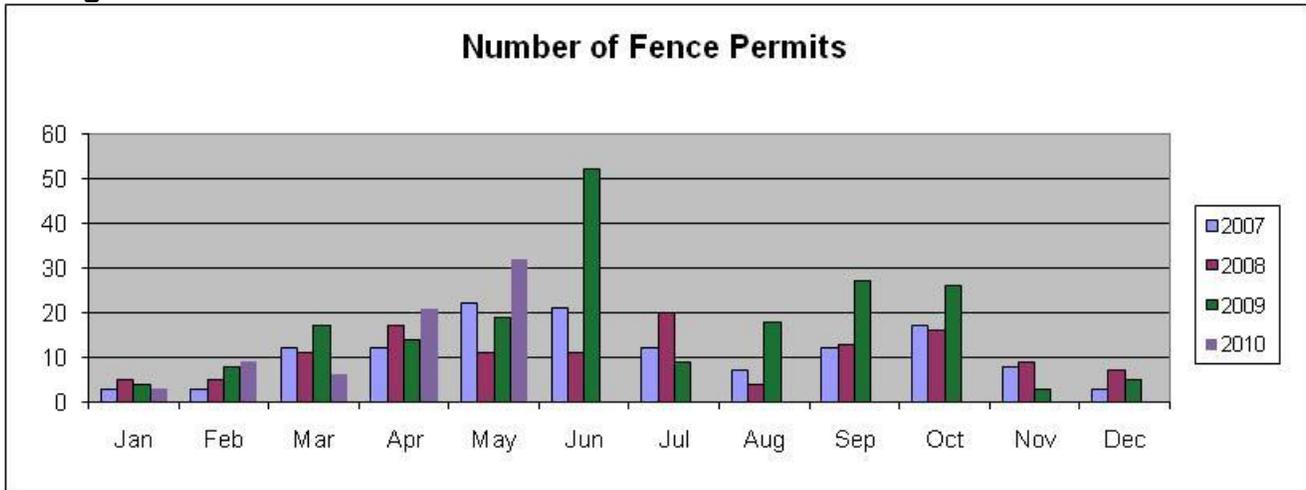
Description	Case Name	Case Number	Hearing Date	Action
BOA	Pogline Variance	BA-10-00012	5/20/2010	Approved

Variance Requests Scheduled for the Board of Adjustment (June 2010)

Description	Case Name	Case Number	Hearing Date
BOA	None		

Fence Permits

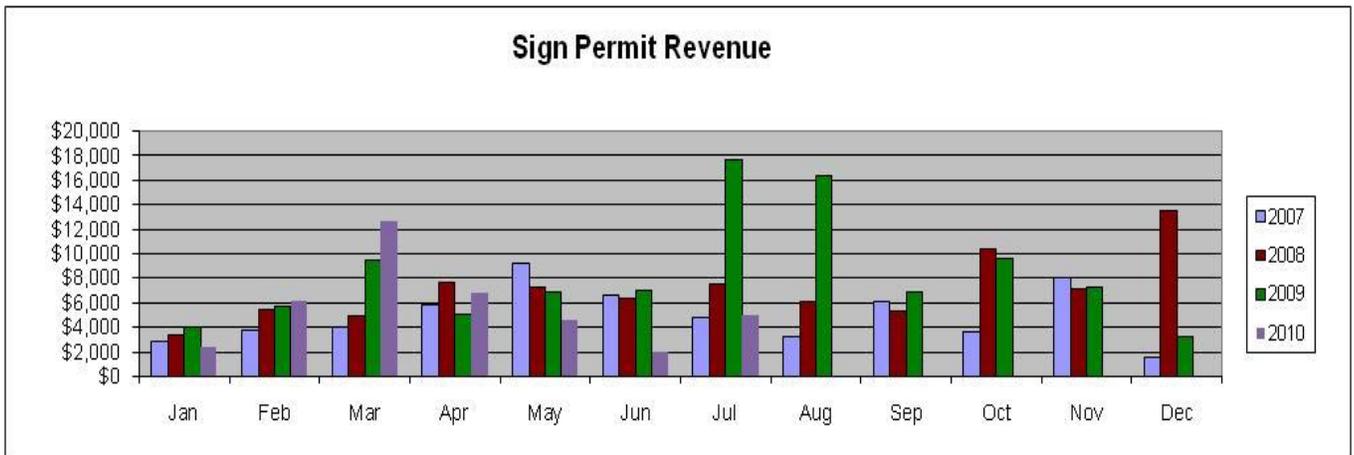
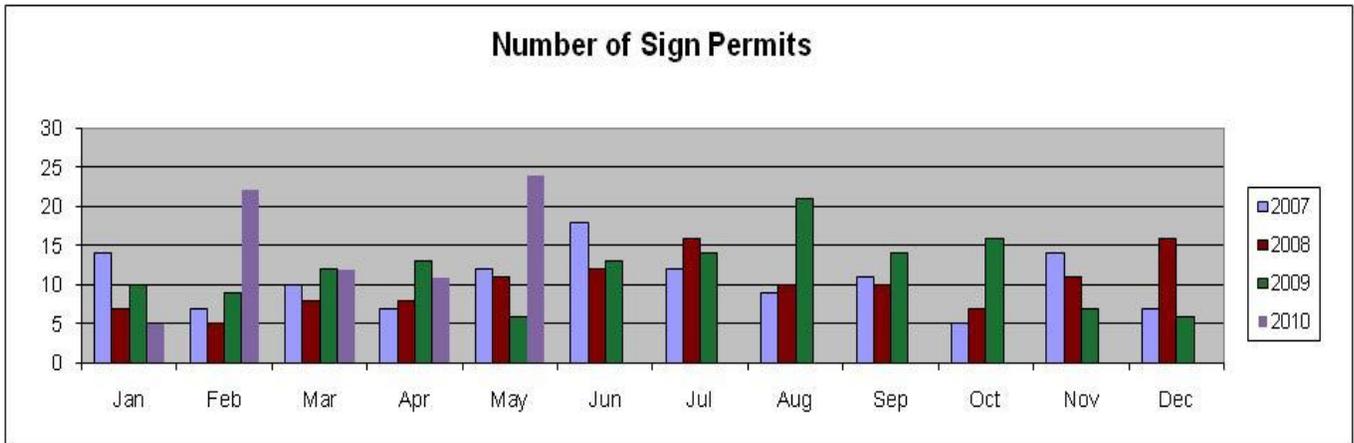
In May, the City received 32 fence permit applications with monthly revenue of \$1,705. YTD fence permit application activity is higher than the previous year, and YTD revenue is higher. YTD applications for 2010 are 71 compared to 62 for 2009. YTD revenues for 2010 are \$11,239 compared to \$5,857 for 2009. **There were 7 fence permits through Rapid Review Thursdays in May. Average permit wait/processing time for May was 16 minutes. YTD average is 12.4 minutes.**



Fence Permits Submitted (May 2010)			
Location	Case Number	Date Received	Date Approved
15501 East Progress Circle	FE-10-80026	4/30/2010	5/11/2010
6702 South Marion Circle East	FE-10-80027	4/30/2010	4/30/2010
4039 East Caley Circle	FE-10-80028	5/3/2010	5/3/2010
8101 South Tamarac Street	FE-10-80029	5/4/2010	5/5/2010
5209 East Caley Avenue	FE-10-80030	5/4/2010	5/14/2010
6135 South Eudora Way	FE-10-80031	5/06/2010	5/6/2010
2803 East Caley Avenue	FE-10-80032	5/10/2010	5/12/2010
4715 East Pinewood Circle	FE-10-80033	5/10/2010	5/20/2010
7127 South Forest Court	FE-10-80034	5/10/2010	5/20/2010
7586 South Franklin Way	FE-10-80035	5/11/2010	5/20/2010
7483 South Wellington Street	FE-10-80036	5/12/2010	5/12/2010
8338 East Phillips Place	FE-10-80037	5/13/2010	5/13/2010
4895 East Costilla Place	FE-10-80038	5/13/2010	5/13/2010
8077 South Leyden Street	FE-10-80039	5/13/2010	
6021 East Mineral Place	FE-10-80040	5/13/2010	
821 East Oakwood Court	FE-10-80041	5/18/2010	
6150 South Southwood Drive	FE-10-80042	5/18/2010	
5684 East Long Place	FE-10-80043	5/20/2010	
5374 East Otero Drive	FE-10-80044	5/20/2010	5/20/2010
5374 East Otero Drive	FE-10-80045	5/20/2010	
7698 South Detroit Street	FE-10-80046	5/20/2010	5/21/2010
6665 South Williams Circle West	FE-10-80047	5/24/2010	5/24/2010
8724 East Kettle Place	FE-10-80048	5/24/2010	
6629 South Lafayette Street	FE-10-80049	5/24/2010	5/27/2010
5150 South Yampa Circle	FE-10-80050	5/24/2010	5/27/2010
7511 South Madison Circle	FE-10-80051	5/25/2010	
8130 South Madison Way	FE-10-80052	5/26/2010	5/26/2010
6898 South Fillmore Court	FE-10-80053	5/27/2010	5/27/2010
6491 South Kearney Circle	FE-10-80054	5/27/2010	5/27/2010
7695 South Hudson Way	FE-10-80055	5/27/2010	5/27/2010
7475 South Washington Circle	FE-10-80056	5/28/2010	5/28/2010
6203 South Marion Way	FE-10-80057	5/28/2010	
Average Approval Time – Business Days			2.7 Day

Sign Permits

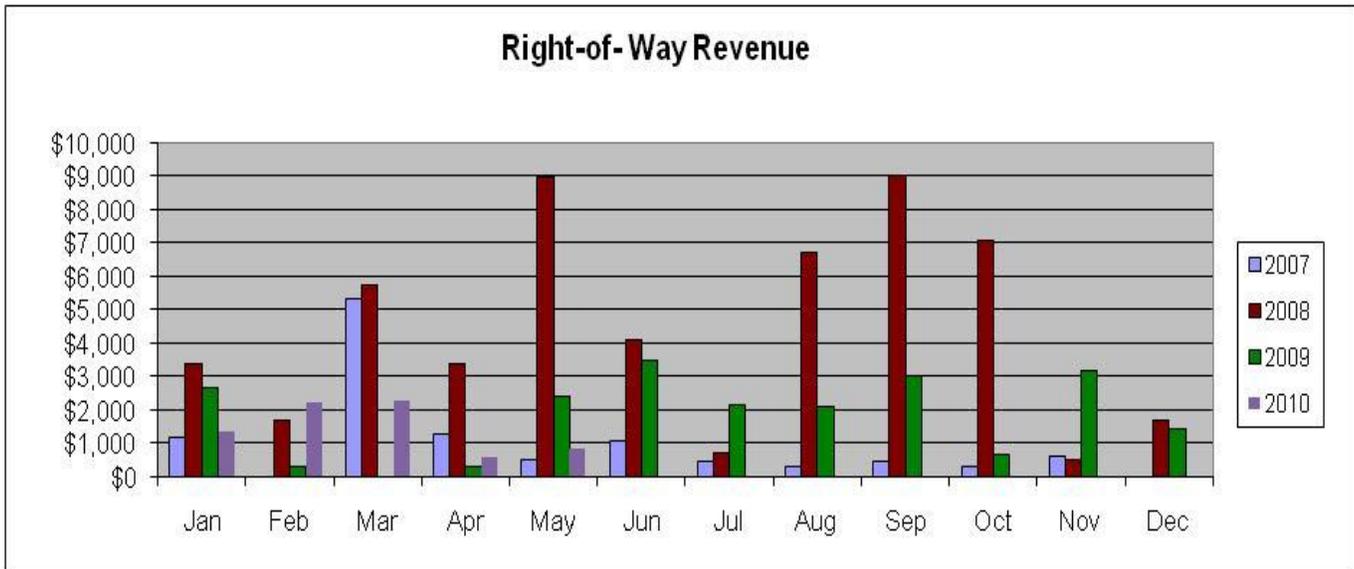
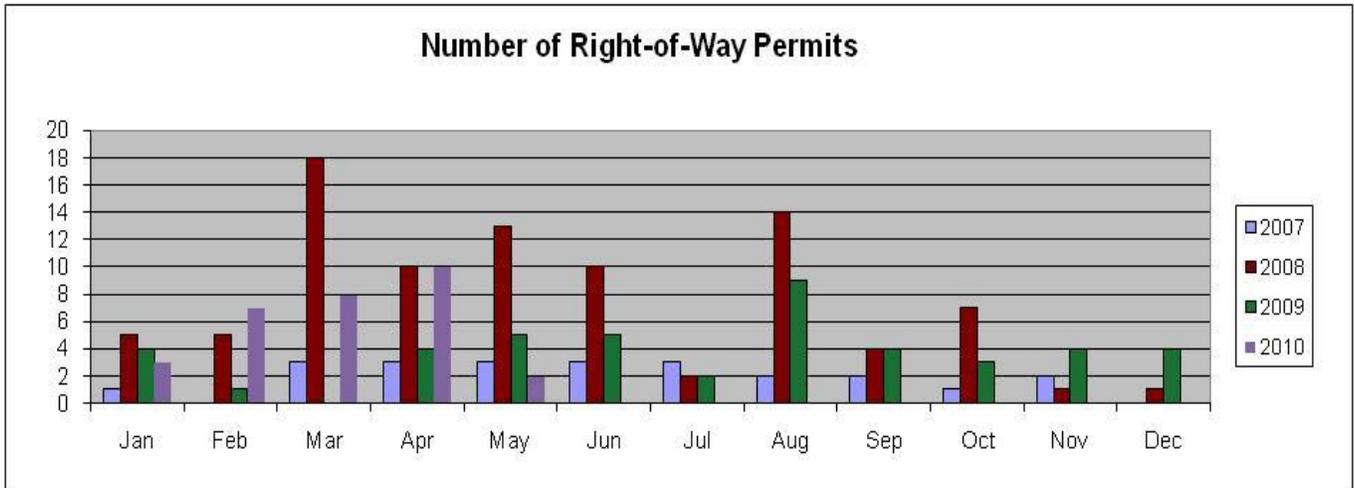
In May, the City received 24 sign permit applications with monthly revenue of \$4,664. YTD sign permit application activity is higher than the previous year, and YTD revenues are higher. YTD applications for 2010 are 74 compared to 50 issued for 2009. YTD revenues for 2010 are \$33,098 compared to \$31,330 for 2009. **There were 4 sign permits through Rapid Review Thursday in May. Average permit wait/processing time in May was 16 minutes. YTD average is 12.4 minutes.**



Location	Case Number	Date Received	Date Approved
4590 South Reservoir Road	SG-10-90012	5/3/2010	5/5/2010
7475 East Arapahoe Road	SG-10-90013	5/3/2010	5/11/2010
16778 East Smoky Hill Road	SG-10-90014	5/4/2010	5/6/2010
8255 South Chester Street	SG-10-90015	5/5/2010	5/12/2010
6802 South Yosemite Street	SG-10-90016	5/10/2010	5/21/2010
7101 South Clinton Street	SG-10-90017	5/11/2010	5/17/2010
7101 South Clinton Street	SG-10-90018	5/11/2010	
16796 East Smoky Hill Road	SG-10-90019	5/12/2010	5/20/2010
16746 East Smoky Hill Road	SG-10-90020	5/12/2010	
5616 South Gibraltar Way	SG-10-90021	5/13/2010	
Piney Creek Recreation Association	SG-10-90022	5/13/2010	5/13/2010
2253 East Briarwood Avenue	SG-10-90023	5/14/2010	
7155 South Havana Street	SG-10-90024	5/17/2010	5/19/2010
15095 East Hinsdale Drive	SG-10-90025	5/19/2010	5/19/2010
6631 South Peoria Street	SG-10-90026	5/20/2010	
7101 South Clinton Street	SG-10-90027	5/20/2010	5/20/2010
7101 South Clinton Street	SG-10-90028	5/20/2010	5/20/2010
6631 South Peoria Street	SG-10-90029	5/20/2010	
6202 South Parker Road	SG-10-90030	5/24/2010	
7500 South University Blvd	SG-10-90031	5/24/2010	5/28/2010
6830 South Jordan Road	SG-10-90032	5/25/2010	5/27/2010
6870 South Jordan Road	SG-10-90033	5/26/2010	
12201 East Arapahoe Road	SG-10-90034	5/26/2010	5/27/2010
16796 East Smoky Hill Road	SG-10-90035	5/27/2010	5/27/2010
Average Approval Time – Business Days			2.8 Days

Right-of-Way Permits

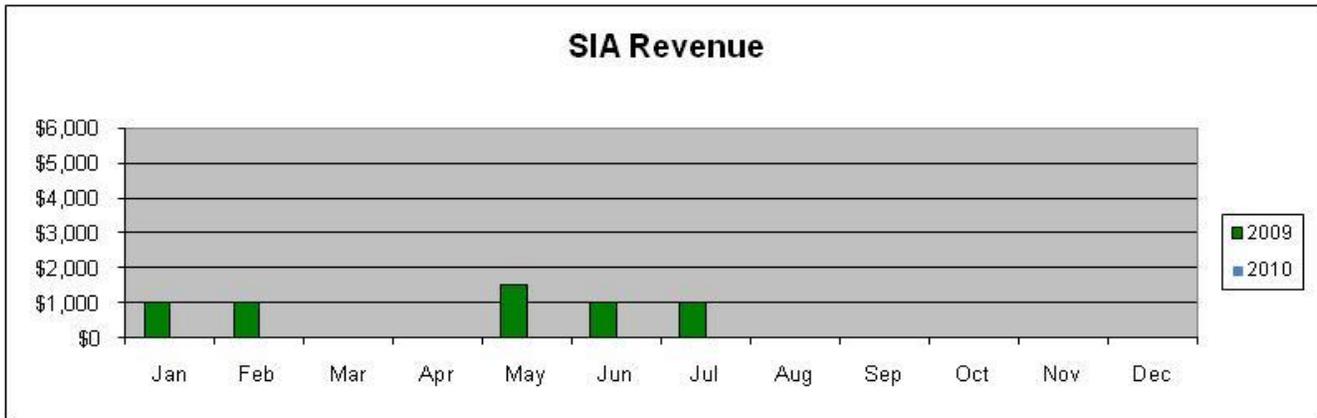
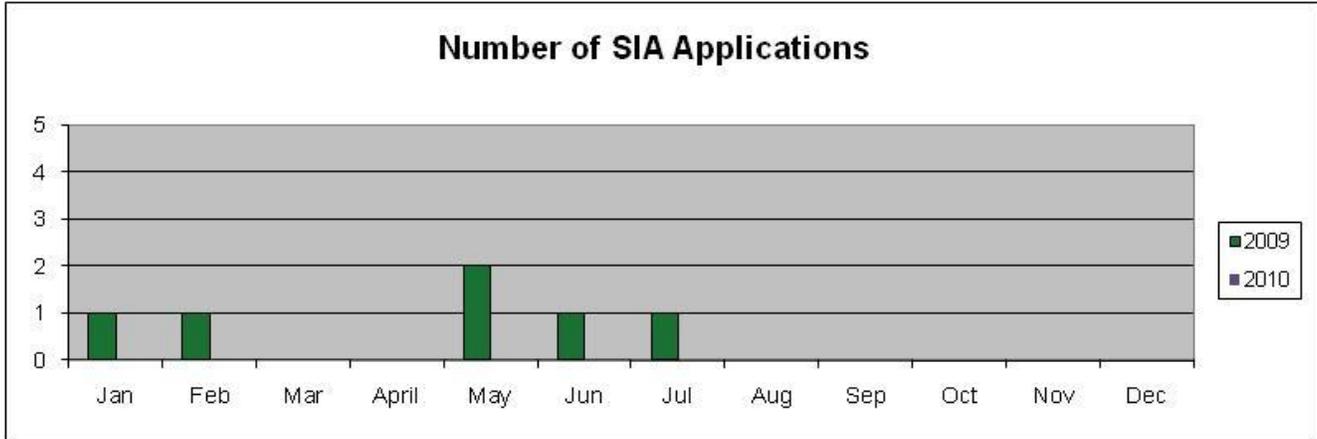
In May, the City received 2 right-of-way permit applications with monthly revenue of \$890. YTD right-of-way permit application activity is higher than the previous year, and YTD revenues are higher. YTD applications for 2010 are 30 compared to 14 for 2009. YTD revenues for 2010 are \$7,806 compared to \$5,146 for 2009.



Location/Contractor	Permit Number	Date Received	Date Approved
All Phase Concrete	LRW 10-40016	5/14/2010	
PBM Excavating	LRW-10-40017	5/25/2010	5/25/2010

Subdivision Improvement Agreements (SIA)

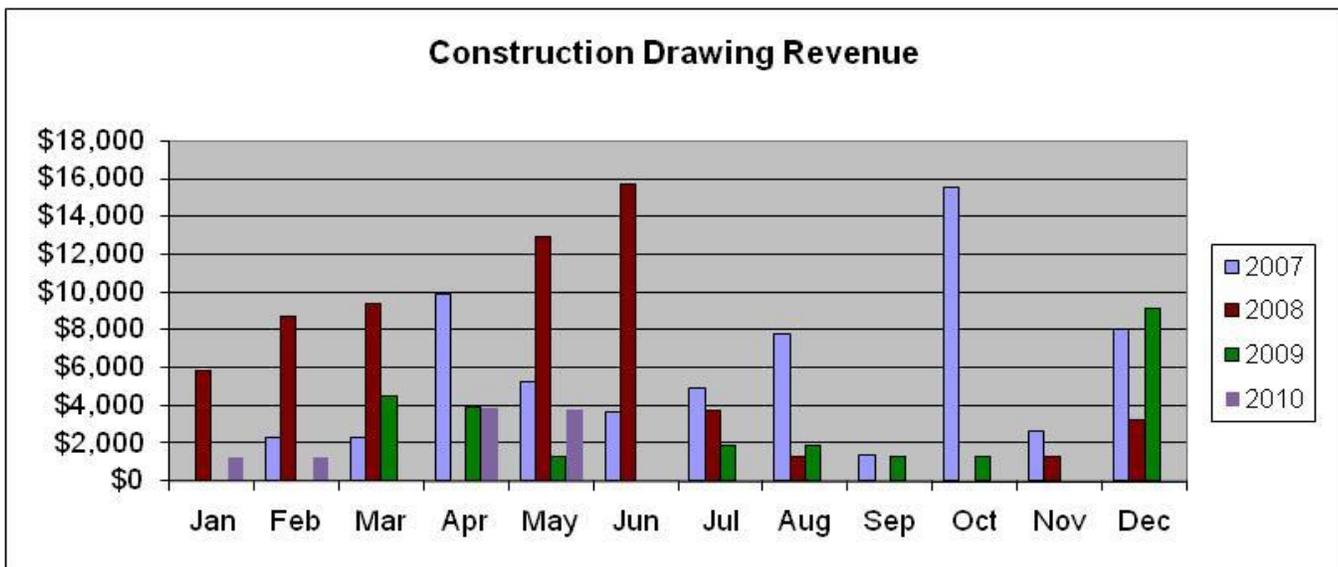
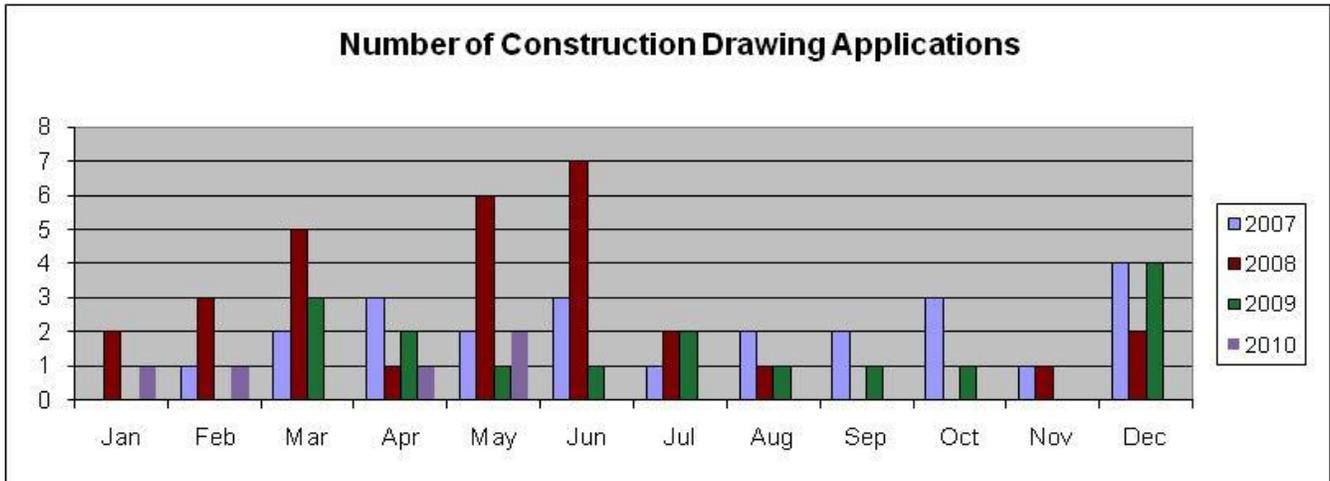
In May, the City received 0 SIA applications compared to 2 in 2009. The monthly revenue of \$1,000 is lower than 2009 which was at \$1,500. YTD SIA applications for 2010 are 1 compared to 4 in 2009. YTD revenues for 2010 are \$1,000 compared to \$3,500 in 2009. We began tracking SIA's in 2009.



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

Construction Drawings (CD)

In May, the City received 2 CD applications with \$3,800 in monthly revenue. YTD CD permit application activity is slightly lower than the previous year and YTD revenues are slightly higher. YTD applications for 2010 are 5 compared to 6 for 2009. YTD revenues for 2010 are \$10,300 compared to \$9,700 for 2009.

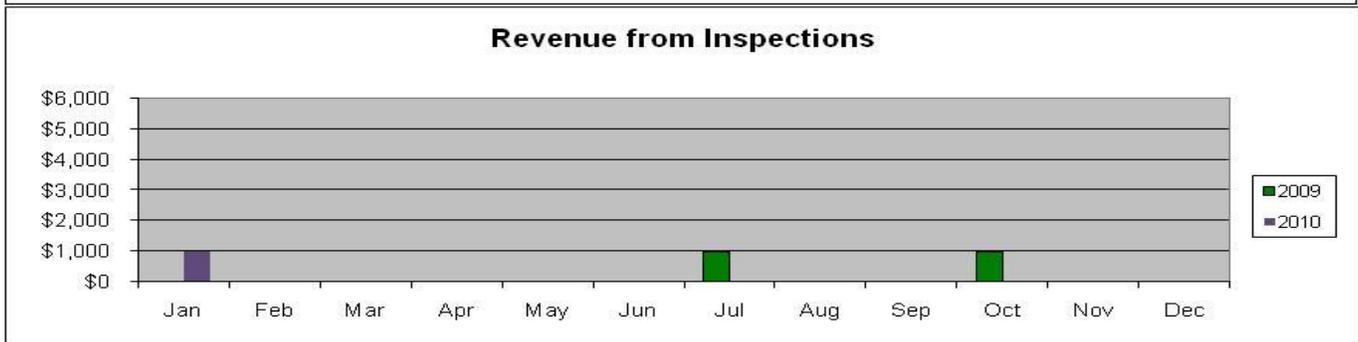


CDs Submitted (May 2010)			
Description	Case Name	Case Number	Date Application Accepted
CD	Walgreens @ Smoky Hill CD	10-00034	05/06/2010
CD	Vista Verde CD	10-00033	05/05/2010

The Engineering Division approved no CDs in May

Infrastructure Inspections

In May, 17 individual projects/sites were inspected and \$0 in revenue was collected. City staff spent a total of 70 hours performing these inspections compared to 92 hours in 2009. YTD revenue for 2010 is \$1,000 compared to \$0 in 2009.



Infrastructure Inspections (May 2010)		
General Location	Case Name	Status
Easter and Kenton	Easter Lima 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
Otero Ave. & Dayton Street	IKEA	Pre Construction
Potomac & Peakview	Villages @ Centennial	Under Construction
Broncos Parkway & Parker	Tagawa Access	Under Construction
Jordan Road & Dawson Circle	Rainbow Research	Under Warranty
County Line & Chester	Ethan Allen	Under Warranty

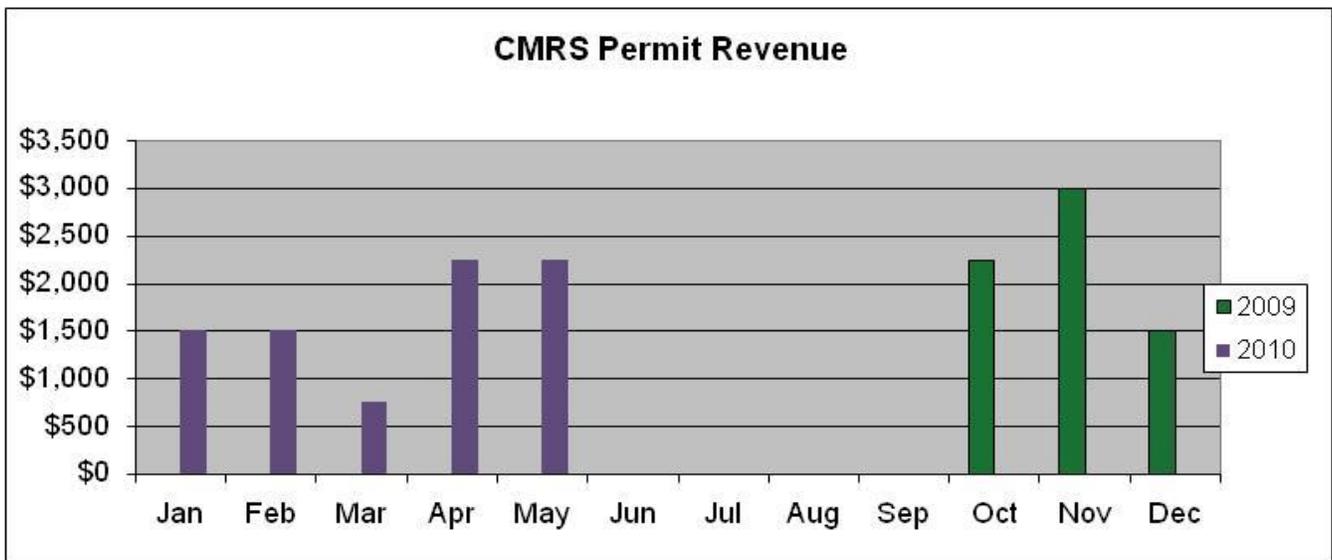
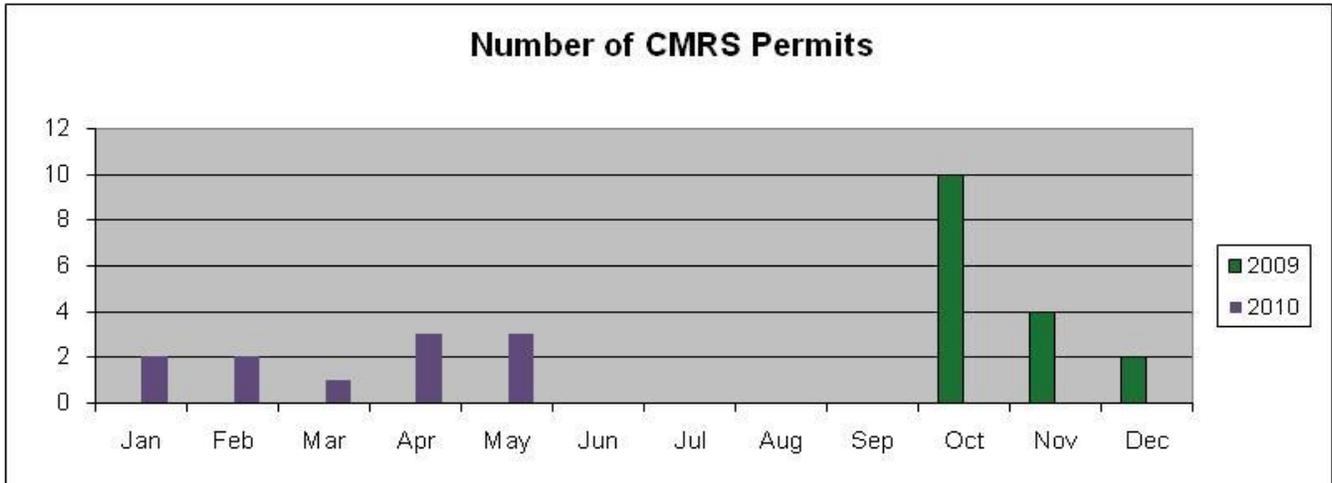
Legal Services

In May, a total of \$1,500 in revenue was received for legal services. YTD revenues for 2010 are \$7,000 compared to \$9,000 for 2009. Legal fees are collected to cover actual legal costs and do not impact the final budget in a negative or positive way.



CMRS Permits

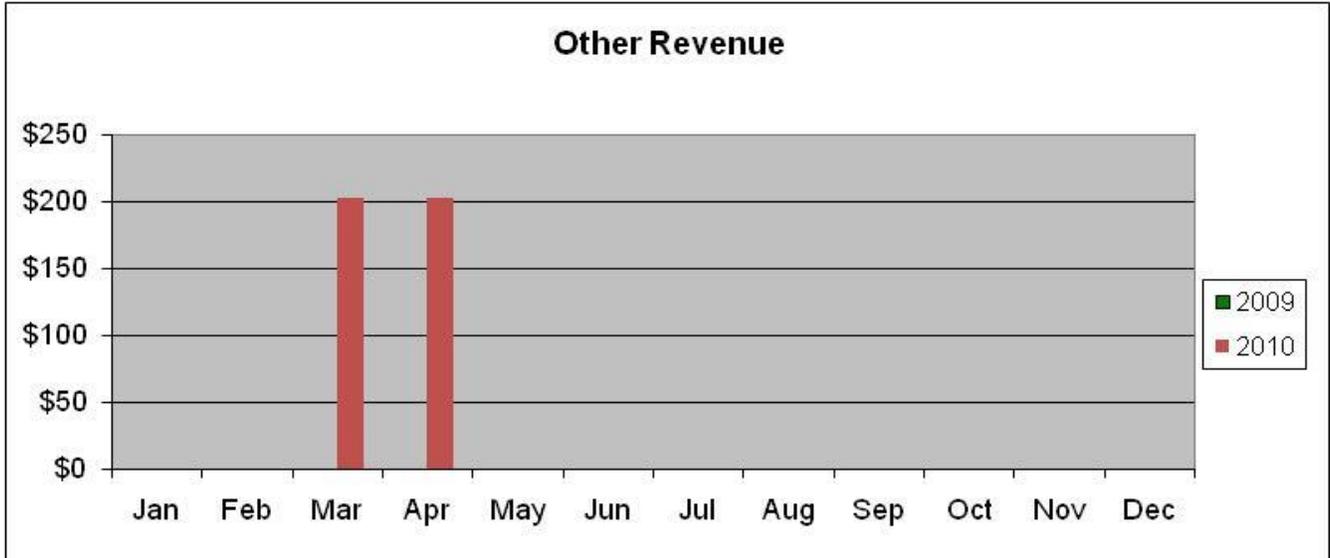
In May, we received 3 CMRS permits for \$2,250 in revenue. YTD revenues for 2010 are \$8,250, which is above the 2010 projected revenue of \$5,835 and above the 2009 revenue of \$0. CMRS permit tracking began in January 2009.



CMRS Permits (May 2010)		
Project or Location	Case Number	Date Received and Issued
16803 East Peakview Avenue	CMR-10-70003	05/10/2010
6600 South Colorado Blvd.	CMR-10-70004	05/20/2010
8120 South Holly Street	CMR-10-70005	05/20/2010

Other & Miscellaneous Fees

In May, we received \$0 in revenue for other fees and miscellaneous. YTD revenues for 2010 are \$404, which is below the 2010 projected revenue of \$30,000 and above the 2009 revenue of \$0.



We collected \$1,852 in City & County Use Tax in May. We have collected \$4,775 YTD (we began tracking this in April 2010)

City Work Orders

In May, Centennial Engineers worked on no CWOs. YTD value provided total is \$0.

CWOs Worked on by City (May 2010)		
Description	Hours	Value
	None	

The City has to outsource a specific aspect of reviews to an engineering consultant. In May, 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 (May 2010)		
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.