



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

December 15, 2011

#### Activity

- [Land Use Applications](#) – There were 2 applications compared to 10 in 2010.
- [Pre-Submittal Applications](#) – There were 3 applications compared to 5 in 2010.
- [City Council](#) – City Council heard 4 projects compared to 2 in 2010.
- [Planning and Zoning Commission](#) – There were 3 projects heard compared to 1 in 2010.
- [Board of Adjustment](#) – There were 0 variance requests heard compared to 3 in 2010.
- [Fence Permits](#) – There were 13 applications compared to 9 in 2010. Average number of days to approve was 2.15 business days.
- [Sign Permits](#) – There were 15 applications compared to 15 in 2010. Average number of days to approve was 2.8 business days.
- [Right-of-Way Permits](#) – There were 3 permits issued compared to 3 in 2010.
- [Public Improvement Agreements](#) – There were 0 PIAs submitted compared to 1 in 2010.
- [Construction Drawings](#) – There were 2 CD applications compared to 1 in 2010.
- [Infrastructure Inspections](#) – There were 17 individual projects/sites inspected this month. City staff spent a total of 121 hours performing these inspections compared to 77 hours in 2010.
- [Business Registration Sales Tax License](#) – There were 47 business registration/sales licenses approved in 2011 compared to 45 in 2010.
- [Legal Fees](#) – There was \$750 in revenue collected in 2011 compared to \$8,500 in 2010.
- [CMRS Permits](#) – There were 6 permits issued compared to 1 in 2010.
- [Other Fees](#) – There was \$3,639 in revenue collected in 2011 compared to \$7,759 in 2010.
- [Visitors](#) – There were 36 visitors; an average of 1.6 per work day.
- [Customer Surveys](#) – Planning & Engineering sent 25 surveys in November and received 5 results. Overall responses were positive.

#### Revenue

[Total Revenue](#) – November monthly revenue was \$25,584 compared to \$90,645 in 2010. YTD \$467,722 in revenue has been collected, which is 116% of the 2011 projected budget of \$402,600. Permits for Bus Bench and Shelter are now part of the Land Use Fund. We collected \$6,333 for November and collected \$75,333 year to date; this is not included in the total since it has a different budget line item.

#### P & E Special Projects

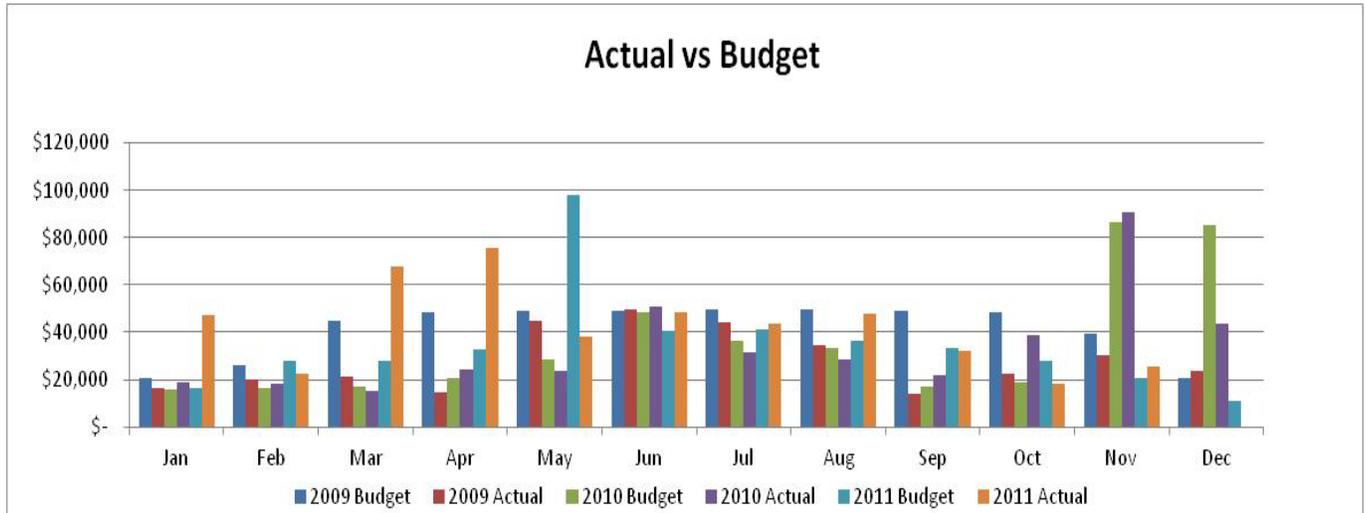
**Below are the major projects for November and the approximate amount of time spent on each project. 297.5 Hours were spent on special projects in November.**

- **Transportation Master Plan** – Nothing new to report on this project for November.
- **Code Compliance Contract - PSA** – Staff spent **22.5 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 ends on December 31<sup>st</sup> 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 **22 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 November.
- **LDC Zoning Map** – Staff spent **27 Hours** in November 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 **202 Hours** was spent during November. 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 **16 hours** was spent on this project. The time was spent in preparing the November presentation to Council.
- **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. **8 Hours** were spent formatting Census data for entry into Arc GIS in November.
- **GIS Projects**
  - GIS report to follow separately from the GIS Program Specialist.

# Total Revenue

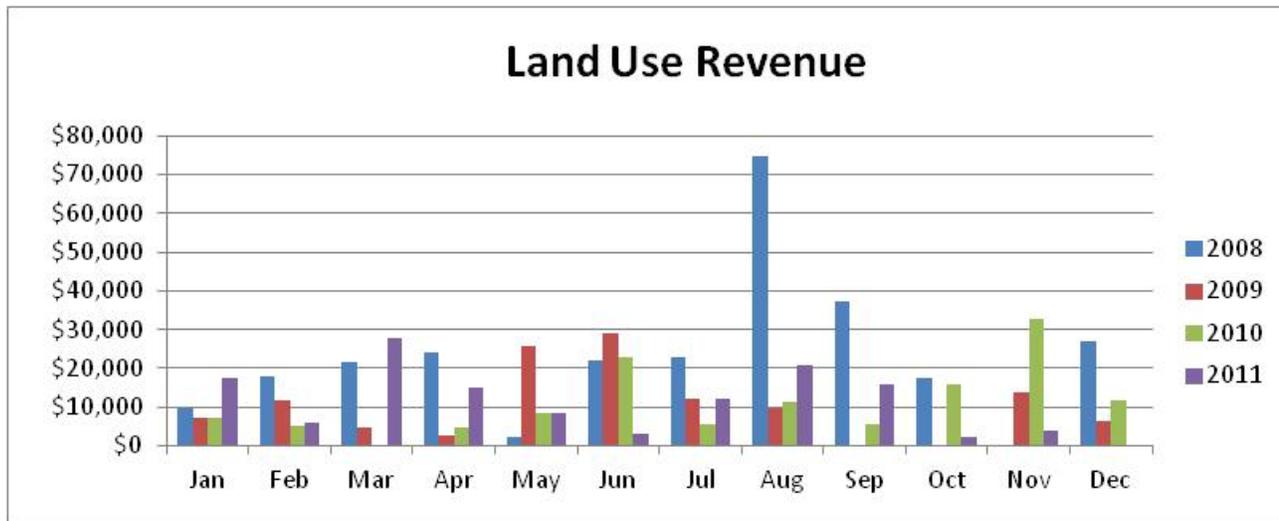
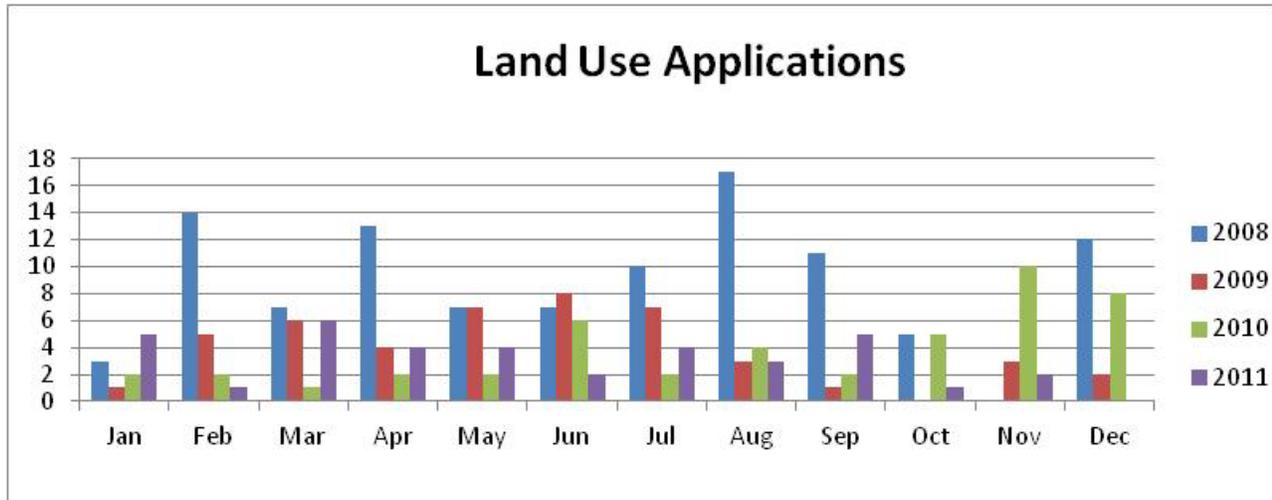
In November, the total revenue received was \$25,584. YTD the Planning & Engineering revenues of \$467,722 are roughly 116% of the projected 2011 YTD budget of \$402,600.



- [Land Use Applications](#) – YTD \$132,385 in revenue has been collected, which is above the 2011 projected budget of \$125,000.
- [Fence Permits](#) – YTD \$24,918 in revenue has been collected, which is above the 2011 projected budget of \$20,500.
- [Sign Permits](#) – YTD \$47,911 in revenue has been collected, which is below the 2011 projected budget of \$63,000.
- [Right-of-Way Permits](#) – YTD \$22,510 in revenue has been collected, which is above the 2011 projected budget of \$16,500.
- [Public Improvement Agreements](#) – YTD \$5,600 in revenue has been collected, which is below the 2011 projected budget of \$7,000.
- [Construction Drawings](#) – YTD \$52,850 in revenue has been collected, which is above the 2011 projected budget of \$18,400.
- [Infrastructure Inspection](#) – YTD \$30,900 in revenue has been collected, which is above the 2011 projected budget of \$10,000.
- [Legal Fees](#) – YTD \$26,776 in revenue has been collected, which is slightly above the 2011 projected budget of \$26,000.
- [CMRS Fees](#) – YTD \$23,850 has been collected, which is above the 2011 projected budget of \$13,400.
- [Other Fees](#) – YTD \$100,522 has been collected, which is below the 2011 projected budget of \$102,800. 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 \$46,541 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 \$46,541 YTD, leaving a balance of \$54,411 to be collected in 2011. A request for reimbursement for all of the bus benches was completed in November in order to receive remaining grant funds before the end of the year.

## Land Use Applications

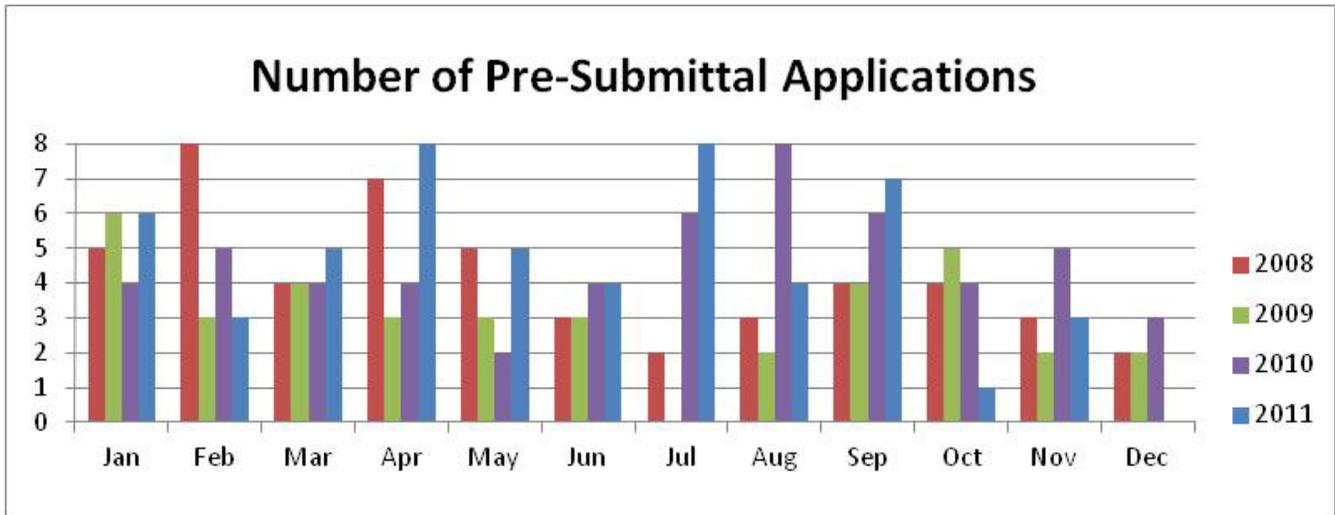
In November, the City received 2 land use applications with \$3,695 in monthly revenue. YTD land use application activity is slightly lower than the previous year and YTD revenues are higher. YTD applications for 2011 are 37 compared to 38 in 2010. YTD revenues for 2011 are \$132,285 compared to \$119,491 for 2010.



Land Use Applications Submitted (November 2011)		
Land Use Case Number	Project Name	Open Date
CT-11-00002	Christmas Tree Lot	11/16/2011
CT-11-00003	Christmas Tree Lot	11/17/2011

## Pre-Submittal Applications

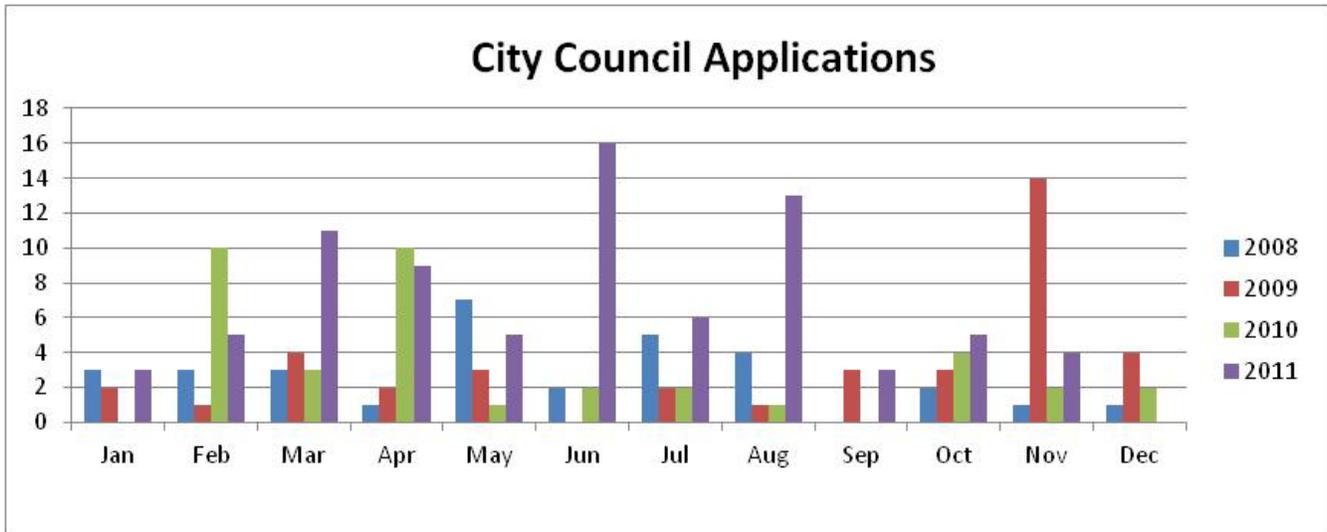
In November, the City received 3 pre-submittal applications compared to 5 in 2010. YTD pre-submittal activity is greater than the previous year. YTD total applications received for 2011 are 54 compared to 52 for 2010. The City began tracking pre-submittal applications in 2008.



Pre-Submittal Applications Submitted (November 2011)		
Pre-Submittal Case Number	Project Name	Open Date
PS-11-00292	Arapahoe Business Park	11/04/2011
PS-11-00297	Easter/Lima Annexation	11/10/2011
PS-11-00307	Centennial Center EMC	11/21/2011

## City Council

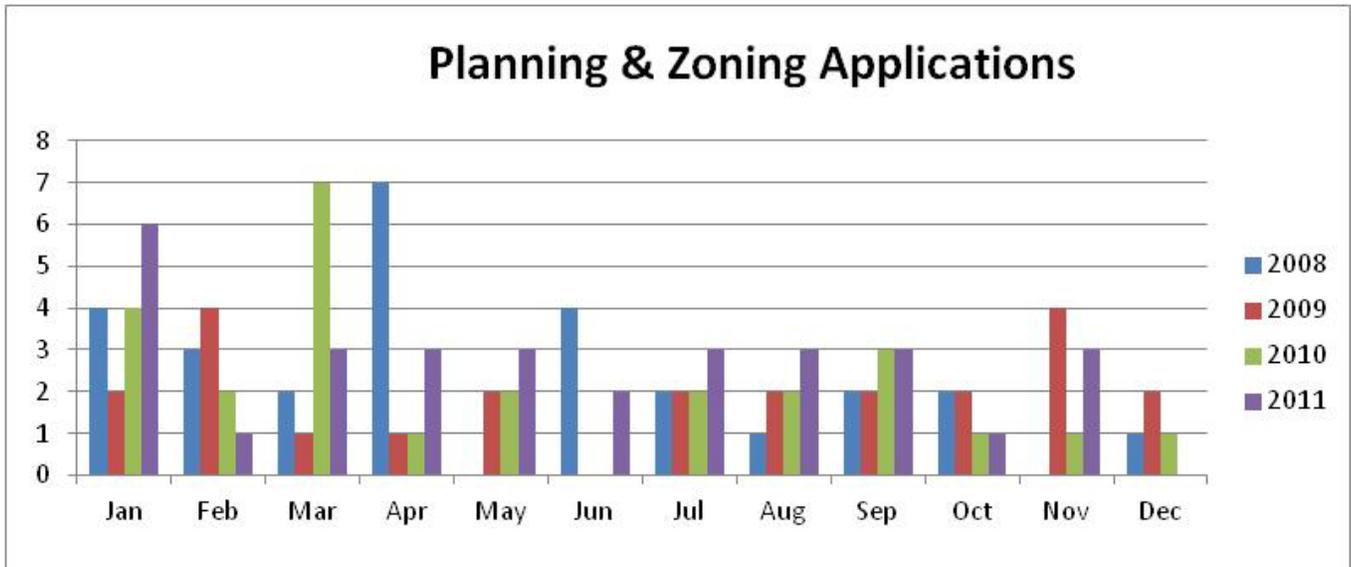
In November, City Council heard 4 projects as compared to hearing 2 in 2010. YTD, City Council has heard 80 development projects as compared to 35 in 2010.



Land Development Projects Heard by City Council (November 2011)				
Description	Case Name	Case Number	Hearing Date	Action
Land Use	Right of Way Obstructions – 1 <sup>st</sup> Reading	NA	11/07/2011	NA
Land Use	Wireless Telecommunications Facilities	NA	11/14/2011	NA
Land Use	I-25 Corridor Sub-Area Plan	NA	11/14/2011	NA
Land Use	Dry Creek and Alton Rezoning – 1 <sup>st</sup> Reading	LU-11-00219	11/14/2011	Approved
Land Development Projects Scheduled for City Council (December 2011)				
Description	Case Name	Case Number	Hearing Date	
Land Use	Alton and Dry Creek Rezoning – 2 <sup>nd</sup> Reading	LU-11-00219	12/05/2011	
Land Use	Orchard Park Easement Vacations	LU-11-00151	12/05/2011	
Land Use	Right of Way Obstructions – 2 <sup>nd</sup> Reading	NA	12/05/2011	
Land Use	Sight Triangle Regulation Modifications – 2 <sup>nd</sup> Reading	NA	12/05/2011	

## Planning & Zoning Commission

In November, the Planning & Zoning Commission heard 3 development projects as compared to hearing 1 in 2010. YTD, the Planning & Zoning Commission has heard 31 development projects as compared to 25 in 2010.



### Land Development Projects Heard by PZ Commission (November 2011)

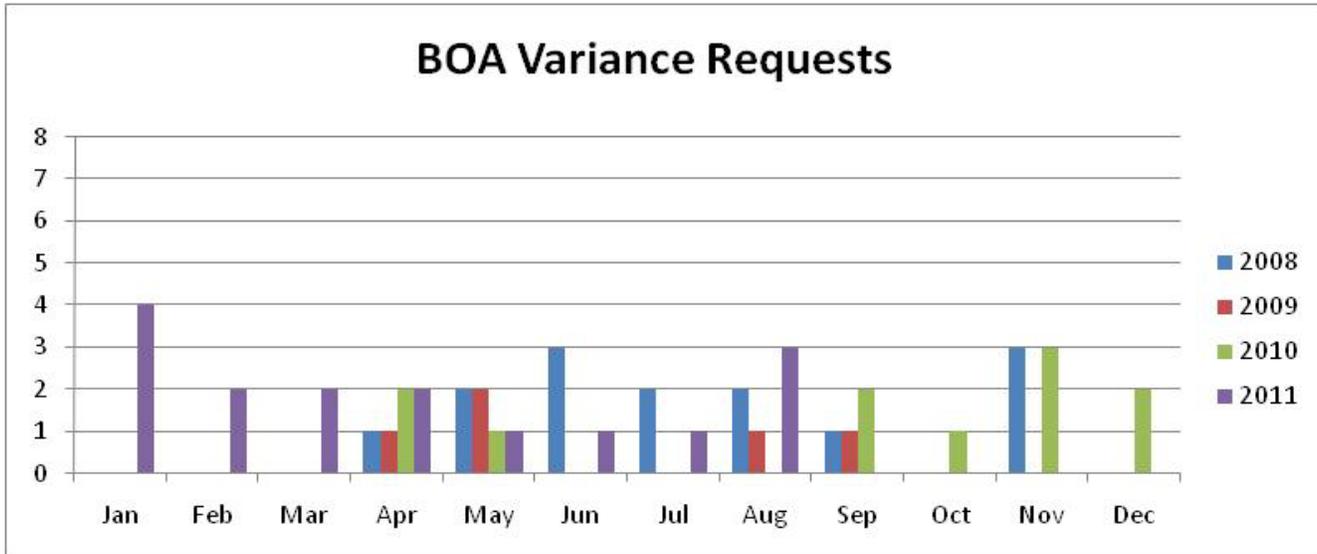
Description	Case Name	Case Number	Hearing Date	Action
Land Use	Umanskiy Variance	BA-11-00276	11/09/2011	Denied
Land Use	I-25 Corridor Sub Area Plan Overview	NA	11/09/2011	NA
Land Use	Sight Triangle Regulation Modifications	NA	11/30/2011	NA

### Land Development Projects Scheduled For PZ Commission (December 2011)

Description	Case Name	Case Number	Hearing Date
Land Use	Foxridge VIII Zoning Map Correction	LU-11-00289	12/14/2011
Land Use	Text Amendment to the LDC	NA	12/14/2011

## Board of Adjustment

In November, the Board of Adjustment heard 0 variance requests as compared to hearing 3 in 2010. YTD, the Board of Adjustment heard 6 variance requests as compared to 9 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.

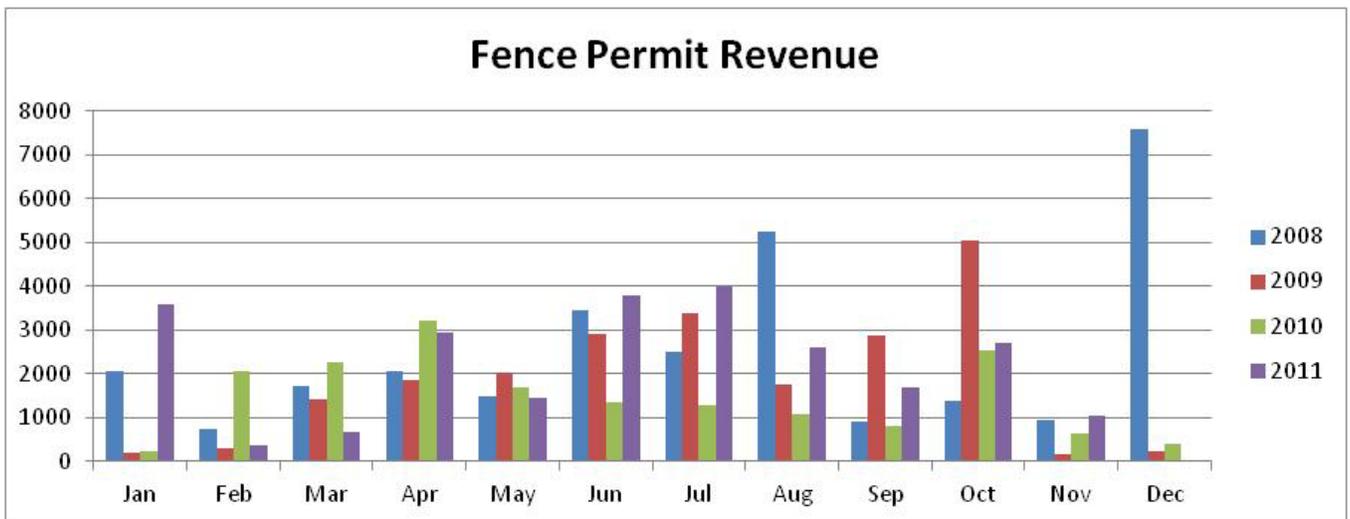
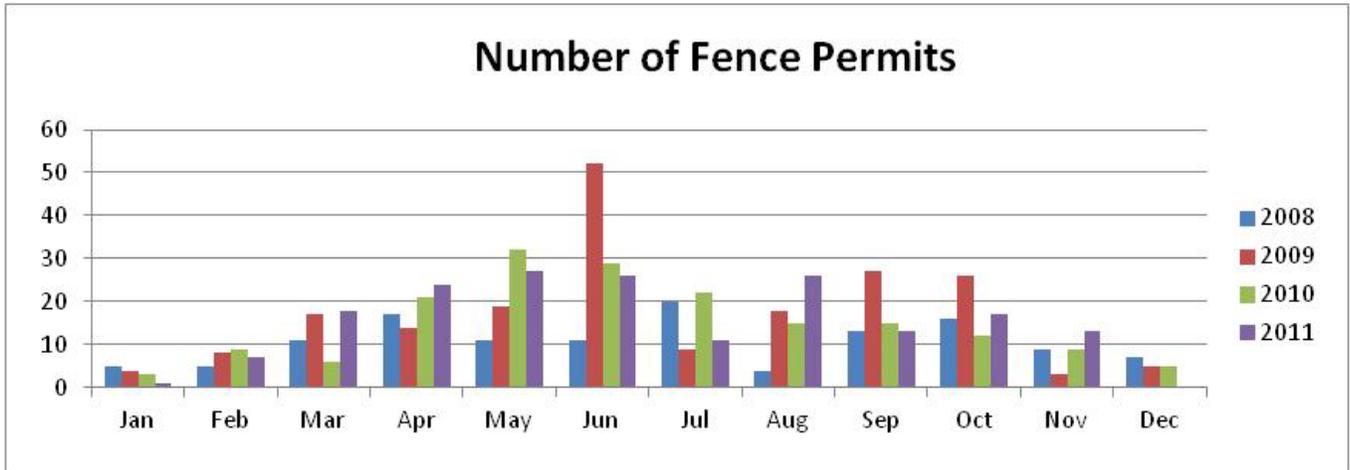


Variance Requests Heard by the Board of Adjustment (November 2011)				
Description	Case Name	Case Number	Hearing Date	Action
BOA	Enactment of LDC removed the BOA as a distinct decision making body. Variances will now be handled by P&Z			

Variance Requests Scheduled for the Board of Adjustment (December 2011)			
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

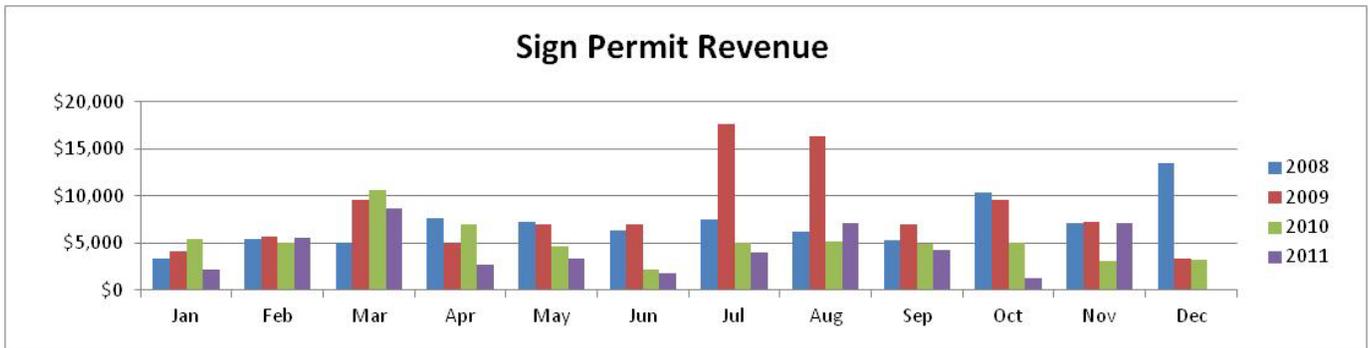
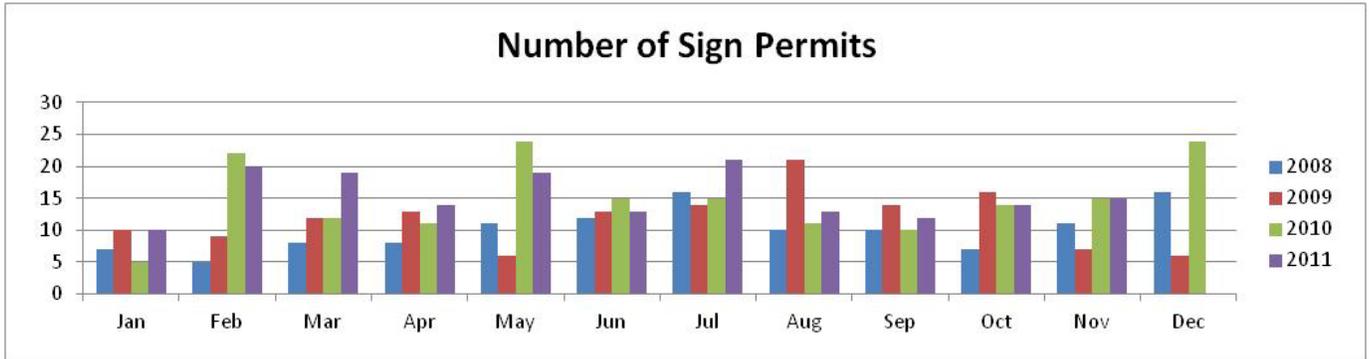
In November, the City received 13 fence permit applications with monthly revenue of \$17,209. YTD, fence permit application activity is higher than the previous year and YTD revenue is higher. YTD applications for 2011 are 183 compared to 173 for 2010. YTD revenues for 2011 are \$24,918 compared to \$17,209 for 2010. **There were 5 fence permits (or 38% of permits issued in the month) through Rapid Review Thursdays (RRT) in November**, and average permit wait/processing time for RRT in November was 31.2 minutes. YTD average wait/processing time is 26.26 minutes for RRT.



<b>Fence Permits Submitted (November 2011)</b>			
<b>Location</b>	<b>Case Number</b>	<b>Date Received</b>	<b>Date Approved</b>
7882 South Jackson Circle	FE-11-00171	11/01/2011	11/02/2011
7463 South Marion Street	FE-11-00172	11/01/2011	11/01/2011
7155 South Birch Way	FE-11-00173	11/03/2011	11/03/2011
7343 South Franklin Street	FE-11-00174	11/07/2011	11/16/2011
7485 South Franklin Street	FE-11-00175	11/10/2011	11/10/2011
961 East Briarwood Circle North	FE-11-00176	11/10/2011	11/10/2011
15354 East Hinsdale Circle	FE-11-00177	11/10/2011	11/10/2011
Corner of S Kirk St & E Smoky Hill Rd	FE-11-00178	11/14/2011	11/17/2011
7521 South Detroit Street	FE-11-00179	11/17/2011	11/17/2011
1169 East Easter	FE-11-00180	11/17/2011	11/17/2011
5339 South Olathe Circle	FE-11-00181	11/17/2011	11/21/2011
7897 South Forest Street	FE-11-00182	11/23/2011	12/01/2011
8161 South York Street	FE-11-00183	11/28/2011	12/01/2011
<b>Average Approval Time – Business Days</b>			<b>2.15 Days</b>

## Sign Permits

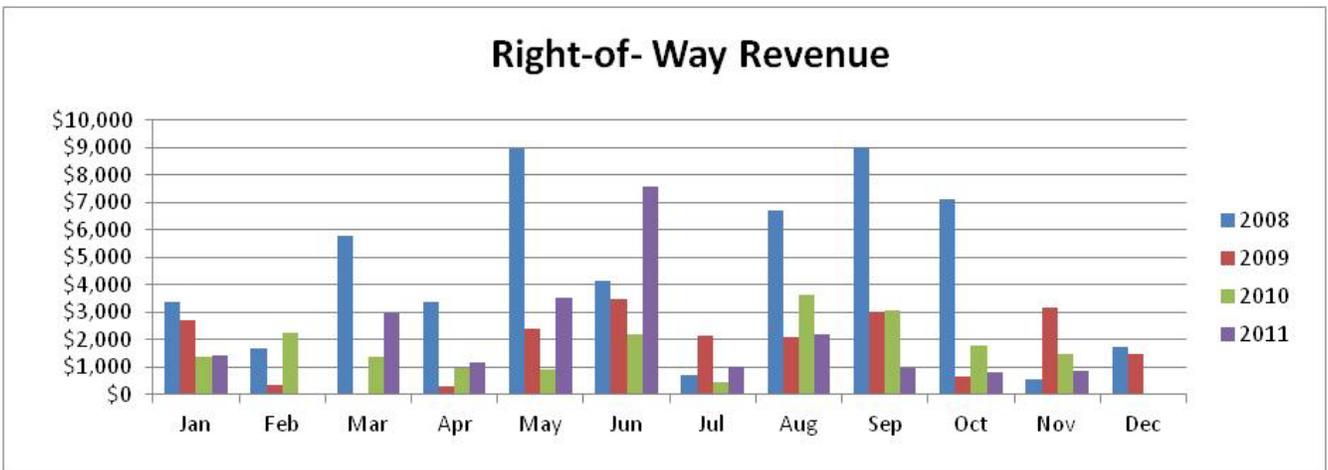
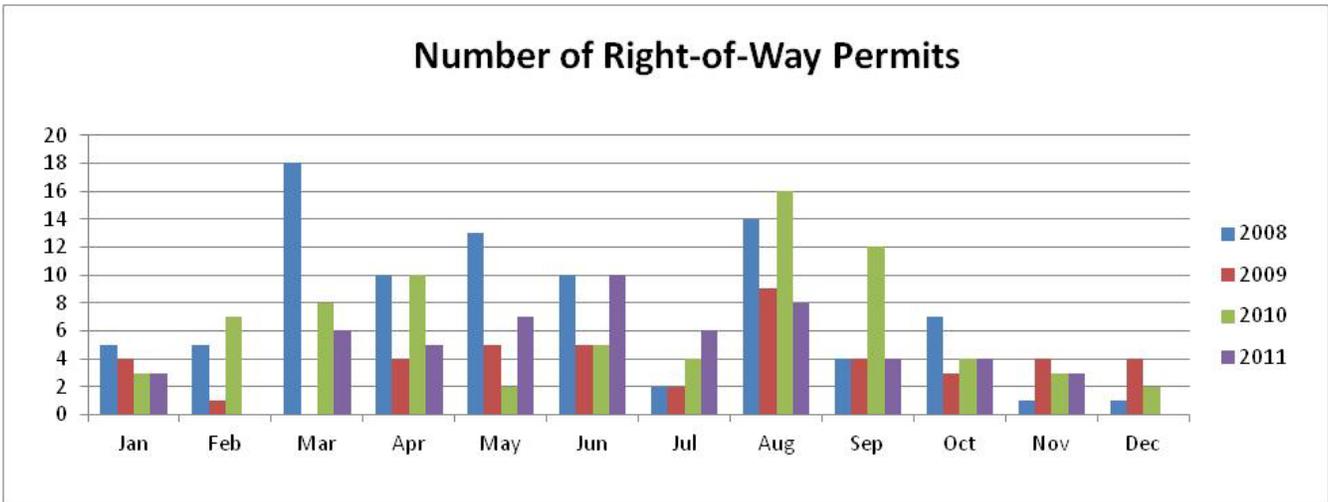
In November, the City received 15 sign permit applications with monthly revenue of \$7,097. YTD sign permit application activity is higher than the previous year, yet YTD revenues are lower. YTD applications for 2011 are 170 compared to 154 issued for 2010. YTD revenues for 2011 are \$47,911 compared to \$58,216 for 2010. **There were 0 sign permits issued through Rapid Review Thursday (RRT) in November (or 0% of permits issued in the month)**, with an average wait/processing time of 0 minutes for November. YTD average permit wait/processing time is 18.39 minutes for RRT.



Location	Case Number	Date Received	Date Approved
7374 South Alton Way, Suite 103	SG-11-90302	11/03/2011	11/03/2011
5637 South Himalaya Street	SG-11-90303	11/03/2011	11/03/2011
5637 South Himalaya Street	SG-11-90304	11/03/2011	11/03/2011
8222 South Yosemite Street	SG-11-90305	11/07/2011	11/10/2011
15735 East Arapahoe Road	SG-11-90306	11/07/2011	11/15/2011
8227 South Holly Street	SG-11-90307	11/10/2011	11/17/2011
9750 East Costilla Avenue	SG-11-90308	11/15/2011	11/17/2011
6555 South Kenton Street, Unit 312	SG-11-90309	11/17/2011	11/17/2011
10900 East Briarwood Avenue	SG-11-90310	11/17/2011	11/17/2011
8182 South Holly Street	SG-11-90311	11/17/2011	11/17/2011
6900 South University Boulevard	SG-11-90312	11/17/2011	11/21/2011
18565 East Smoky Hill Road	SG-11-90313	11/21/2011	11/21/2011
6750 South Dawson Circle	SG-11-90314	11/22/2011	11/28/2011
6892 South Yosemite Court	SG-11-90315	11/22/2011	12/02/2011
9657 East County Line Road	SG-11-90316	11/29/2011	12/01/2011
<b>Average Approval Time – Business Days</b>			<b>2.8 Days</b>

## Right-of-Way Permits

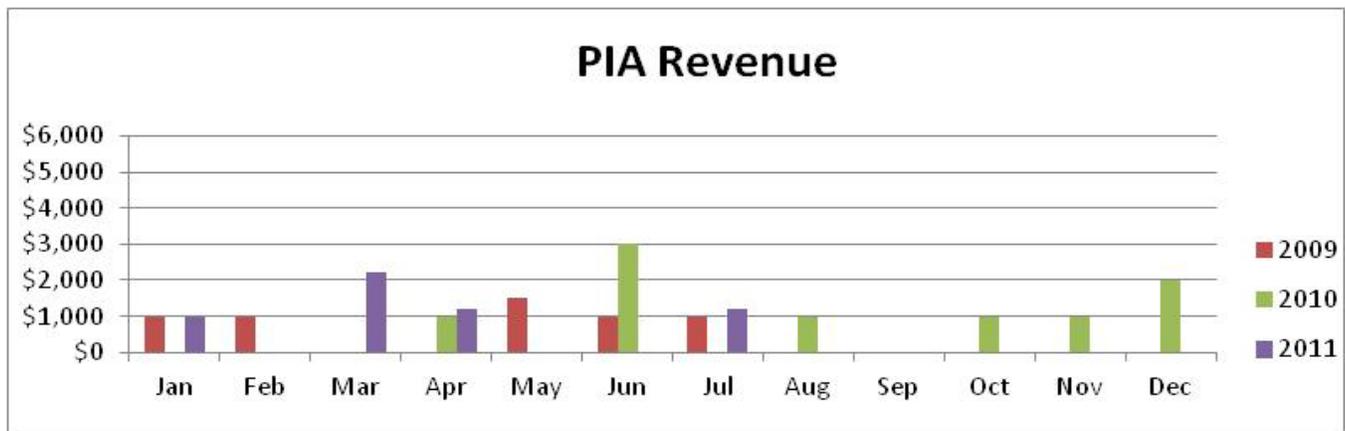
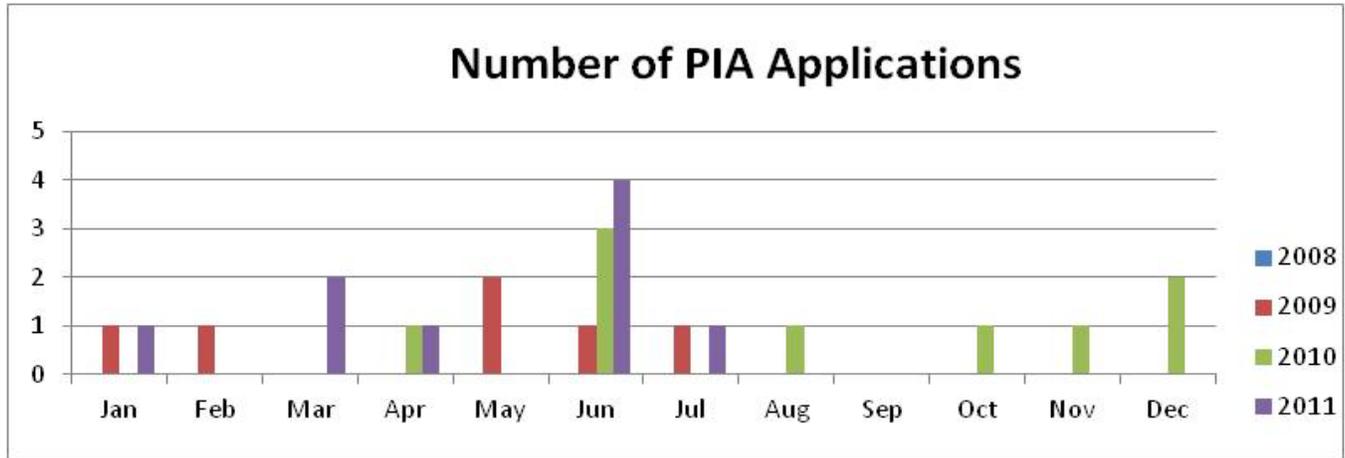
In November, the City received 3 right-of-way permit applications with a monthly revenue of \$846. YTD right-of-way permit application activity is lower than the previous year and YTD revenues are higher. YTD applications for 2011 are 56 compared to 74 for 2010. YTD revenues for 2011 are \$22,510 compared to \$19,413 for 2010.



Location	Permit Number	Date Received	Date Approved
7044 South Revere Parkway	LRW-11-00055	11/04/2011	11/07/2011
20831 East Smoky Hill Road	LRW-11-00056	11/17/2011	11/18/2011
12001 East Caley Avenue	LRW-11-00057	11/18/2011	12/06/2011

## Public Improvement Agreements (PIA)

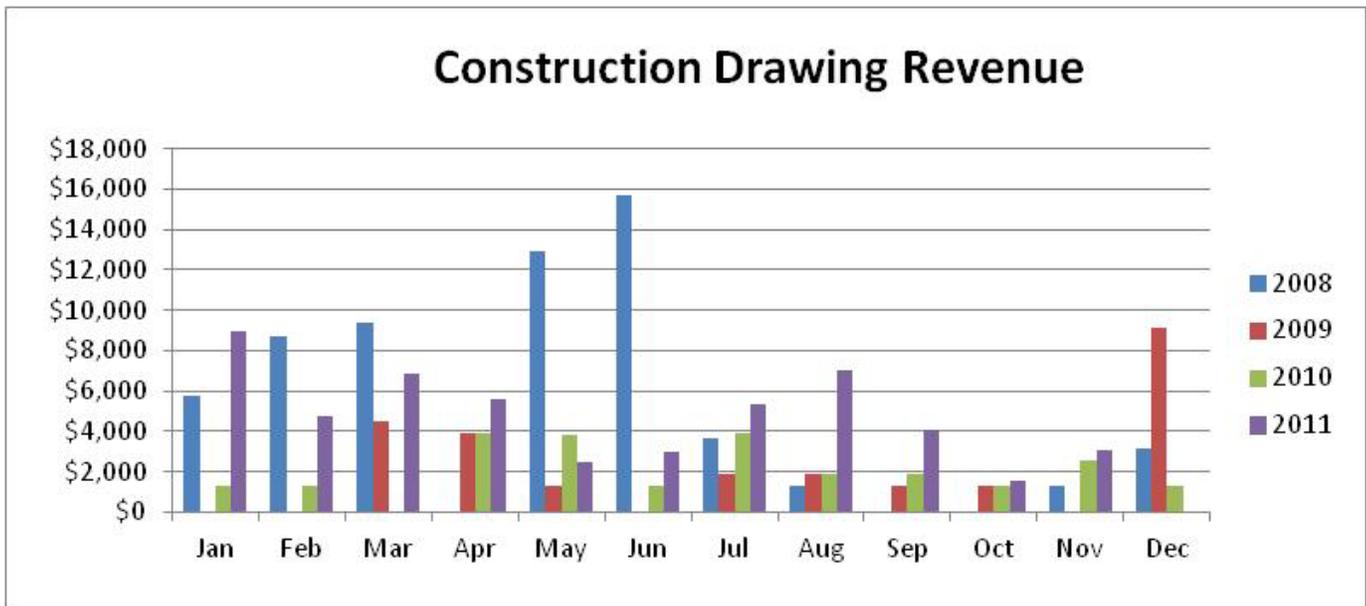
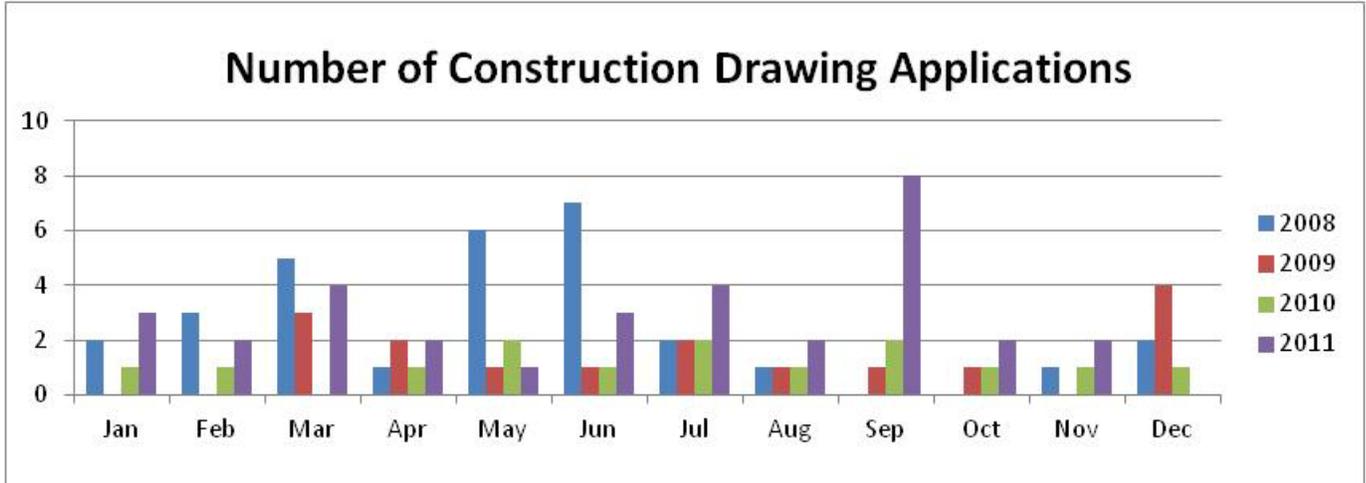
In November, the City received 0 PIA applications compared to 1 in 2010. The monthly revenue of \$0 is lower than 2010 which was at \$1,000. YTD PIA applications for 2011 are 9 compared to 7 in 2010. YTD revenues for 2011 are \$5,600 compared to \$7,000 in 2010. We began tracking PIA's in 2009.



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

## Construction Drawings (CD)

In November, the City received 2 CD applications with \$3,100 in monthly revenue. YTD CD permit application activity is higher than the previous year and YTD revenues are higher. YTD applications for 2011 are 33 compared to 13 for 2010. YTD revenues for 2011 are \$52,850 compared to \$23,200 for 2010.

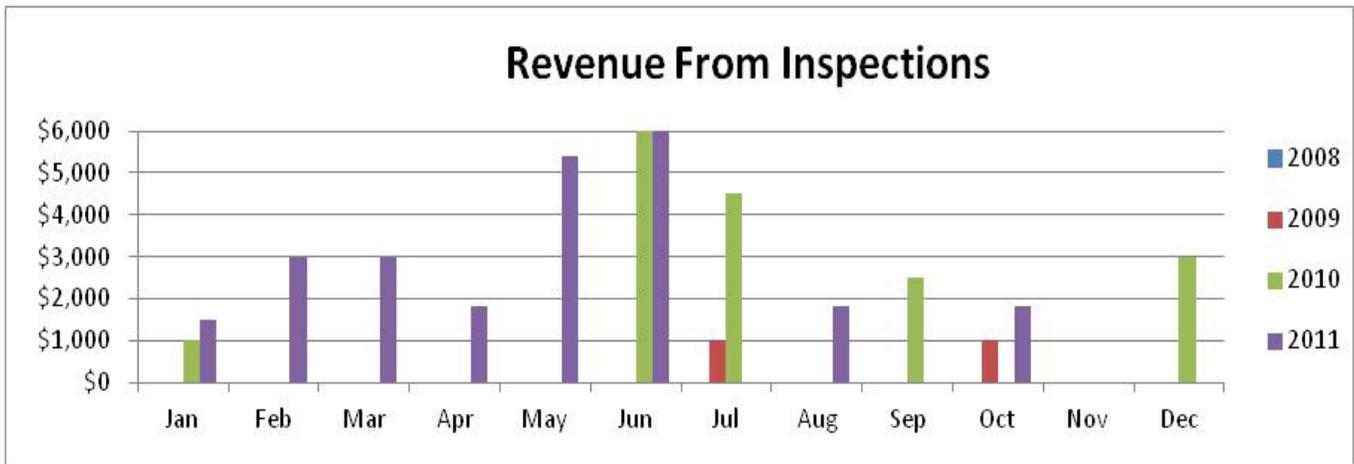
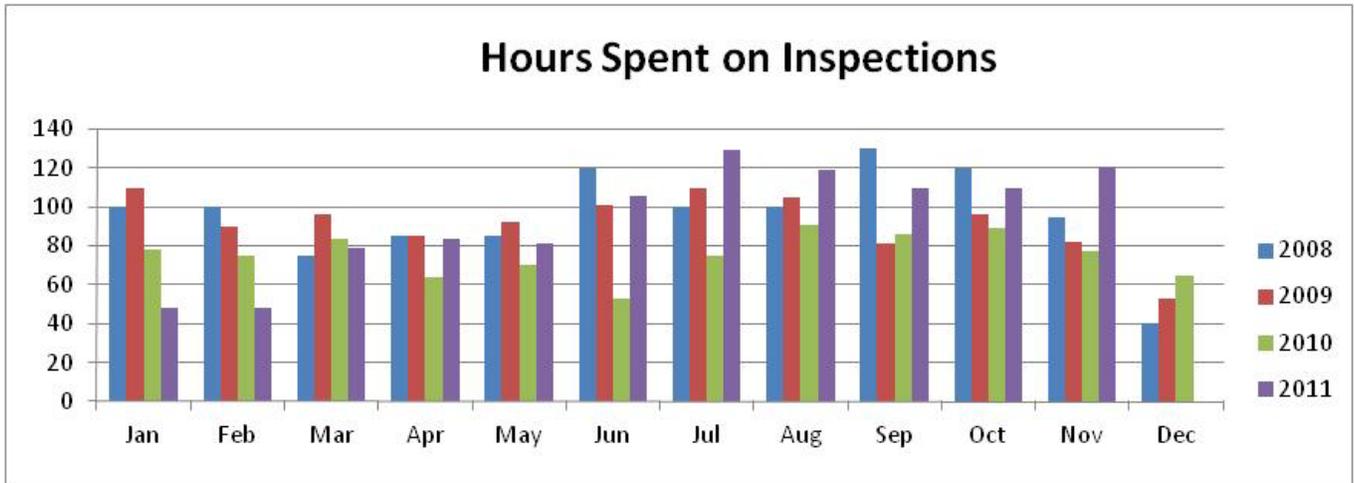


CDs Submitted (November 2011)			
Description	Case Name	Case Number	Date Application Accepted
CD	Action Jackson Car Wash	CD-11-00303	11/14/2011
CD	Centennial Technology Place	CD-11-00311	11/30/2011

The Engineering Division approved 0 CDs in November.

# Infrastructure Inspections

In November, 17 individual projects/sites were inspected and there was \$0 in revenue collected. City staff spent a total of 121 hours performing these inspections compared to 77 hours in 2010. Centennial Link Trail, Golden Corral, Centennial Center Park, and Allosource all required multiple inspections. YTD revenue for 2011 is \$30,900 compared to \$14,047 in 2010.

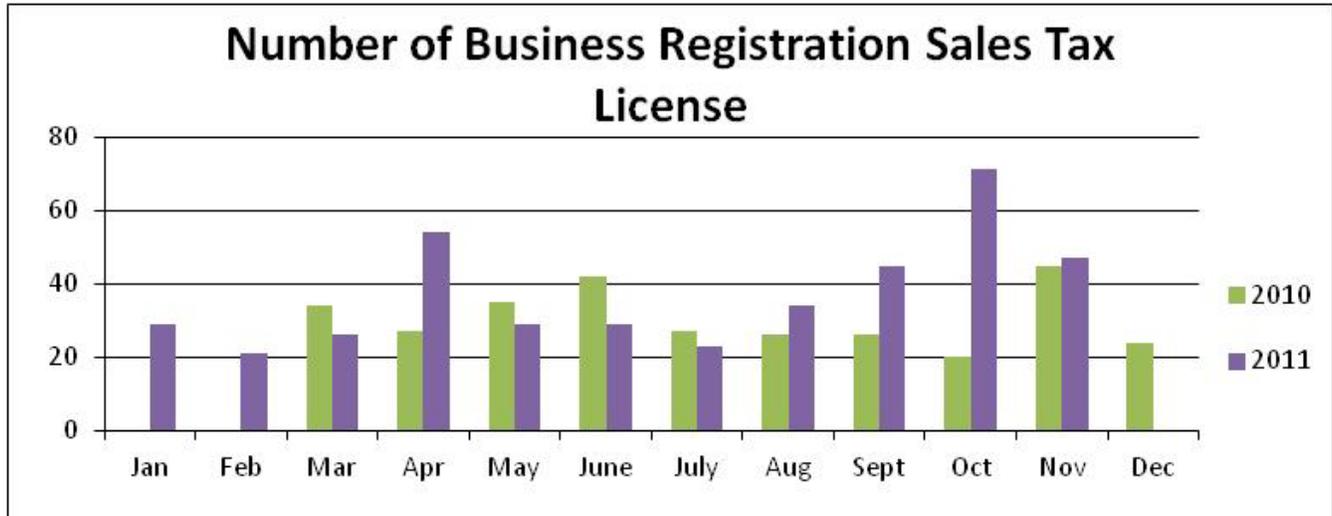


### Infrastructure Inspections (November 2011)

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 -2
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 - 0
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 - 1
Arapahoe Rd & Jordan Rd.	Sterling Auto	Under Warranty - 0
Troy Circle & Caley	Allosource	Under Construction - 5
South Lima & Peakview Ave	Goddard School	Under Warranty -0
Orchard Rd & High	Cotswold Green	Under Construction - 4
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 - 7
6400 S. University	Centennial Links Trail	Under Construction - 5
Quebec & County Line Rd.	Steak N Shake	Under Warranty - 2
Peakview & Uvalda	Centennial Center Park	Under Construction - 8
Franklin & Orchard Road	Orr Estates	Under Construction - 0
Revere & Easter	Trust Company	Under Construction - 4
Smoky Hill & Picadilly	Huntington Park n Ride	Under Warranty - 3
Arapahoe & Yosemite	1 <sup>st</sup> Bank	Under Construction - 2
Helene & Arapahoe Road	Centennial Center Filing 1	Under Warranty - 2

## Business Registration/Sales Tax License

In November, a total of 47 business registration/sales tax licenses were issued. YTD totals are 408 compared to 282 in 2010. The Planning Division started review of these in March of 2010. We average 5 days to process these applications.

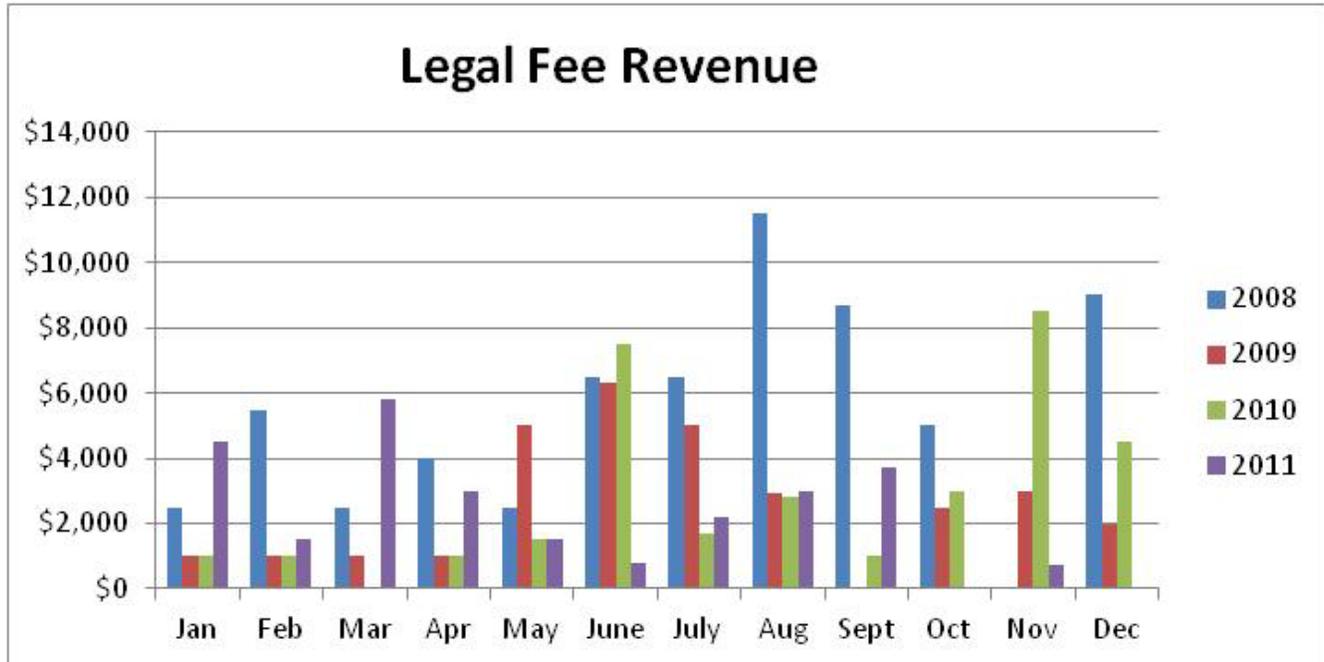


Business Registration/Sales Tax License (November 2011)			
Case #	Case Name	Approved	Business Description
CEN-007758	Bennett Medical Services	Yes	Health and Personal Care Stores
CEN-007759	Tom James Company	Yes	Direct Selling Establishments
CEN-007760	Tom James Company	Yes	Direct Selling Establishments
CEN-007761	Papa Murphy's Company Stores	Yes	Limited-Service Eating Places
CEN-007762	Macpractice, Inc.	No	Software Publishers
CEN-007763	Riggs Water Service, LLC	No	Services to Buildings and Dwellings
CEN-007764	New Skills PC Assistance	Maybe	Computer Systems Design and Related Services
CEN-007765	Wachter, Inc.	No	Other Specialty Trade Contractors
CEN-007766	Sarah Malbrough at Solera Salon	Yes	Personal Care Services
CEN-007767	Villas Homestead Denver, LLC	Yes	Lessors of Real Estate
CEN-007768	At Your Service	Yes	Home Health Care Services
CEN-007769	Anc Glass Service, Inc.	No	Building Finishing Contractors
CEN-007770	Safety-Kleen Systems, Inc.	No	Waste Collection
CEN-007771	Sidhu Enterprises, Inc.	Yes	Beer, Wine, and Liquor Stores
CEN-007772	Rey Lenn Construction Company	Yes	Architectural, Engineering, and Related Services
CEN-007773	CHM Inc Corp	Yes	Personal and Household Goods Repair & Maint.
CEN-007774	AKME Maintenance	Maybe	Services to Buildings and Dwellings
CEN-007790	National Entertainment Network	Yes	Vending Machine Operators
CEN-007789	Tia Thomas	Yes	Personal Care Services
CEN-007788	Lotus Holistic Spa Salon	Yes	Personal Care Services
CEN-007787	Griffis Atkinson Interiors, Inc.	Maybe	Specialized Design Services
CEN-007786	American Medical Medicare	Yes	Home Health Care Services
CEN-007785	Susan Thrush	Maybe	Personal Care Services
CEN-007784	Kathryn Greever	Yes	Personal Care Services
CEN-007783	Shree Binayak, Inc.	Yes	Beer, Wine, and Liquor Stores
CEN-007779	Jeppesen Sanderson, Inc.	Yes	Communications Equipment Manufacturing

CEN-007778	Kahana Technology, LLC	Maybe	Software Publishers
CEN-007777	Natural Beauty	Yes	Personal Care Services
CEN007776	Leeds West, Inc.	Yes	Automotive Repair and Maintenance
CEN-007806	S.N. Barnes, L.P.	Yes	Activities Related to Real Estate
CEN-007804	Copp Holdings, Inc.	Yes	Full Service Restaurants
CEN-007803	Frank's Enterprises, Inc.	Yes	Direct Selling Establishments
CEN-007802	Party City	Yes	Other General Merchandise Stores
CEN-007801	Lincare, Inc.	Yes	Home Health Care Services
CEN-007800	Rose Fredrick Productions, Inc.	Maybe	Management, Scientific and Technical
CEN-007793	The Back Nine Senior Homecare	Maybe	Home Health Care Services
CEN-007807	GSL LIMITED	Maybe	Direct Selling Establishments
CEN-007808	FIRST TRANSIT, INC.	Maybe	Business Support Services
CEN-007809	PS ORANGECO, INC	Yes	Lessors of Real Estate
CEN-007810	PUBLIC STORAGE, INC.	Yes	Warehousing and Storage
CEN-007811	KEY BANK	Yes	Depository Credit Intermediation
CEN-007812	SIX FEET UNDER ENTERTAINMENT, LLC	Yes	Amusement Parks and Arcades
CEN-007813	BRAKES PLUS INC	Maybe	Automotive Repair and Maintenance
CEN-007814	ISABELLA'S FINE LINGERIE	Yes	Clothing Stores
CEN-007815	WISE WOMAN WELLNESS	Maybe	Direct Selling Establishments
CEN-007817	SILVERMAN & BORENSTEIN PLLC	Yes	Legal Services
CEN-007819	ROCKY MOUNTAIN TRADING CARDS	Maybe	Sporting Goods, Hobby, and Musical Instrument Stores

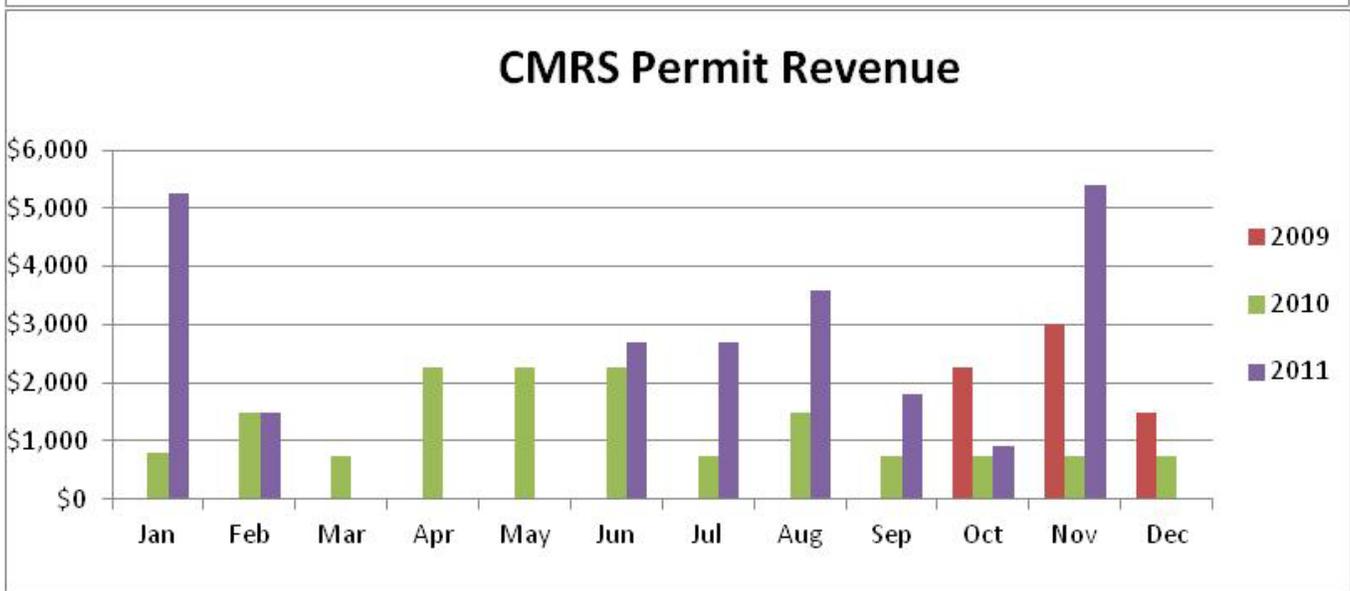
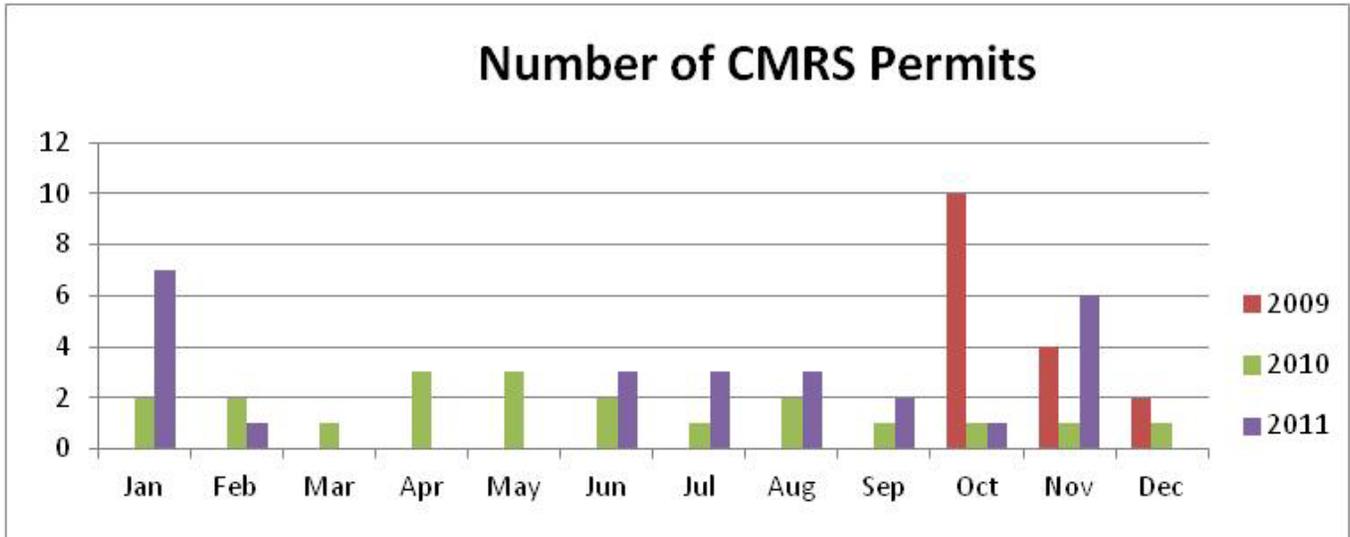
## Legal Services

In November, a total of \$750 in revenue was received for legal services. YTD revenues for 2011 are \$26,776 compared to \$28,976 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

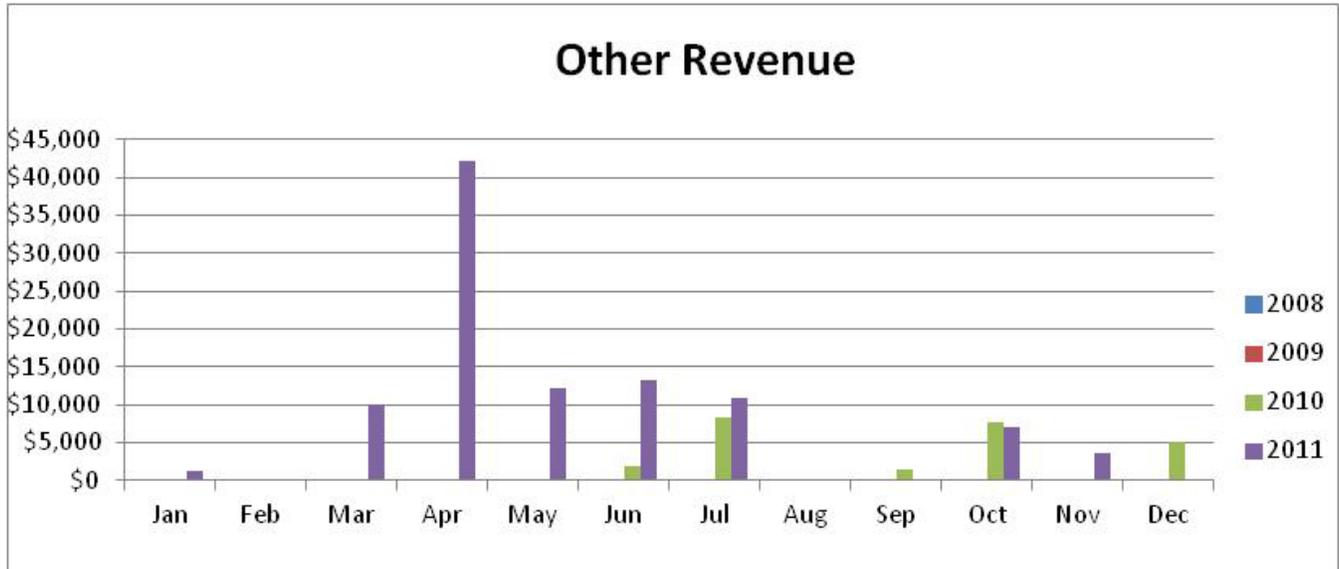
In November, we received 6 CMRS permits for \$5,400 in revenue. YTD revenues for 2011 are \$23,850, which is above the 2011 projected revenue of \$13,400 and above the 2010 revenue of \$15,000. CMRS permit tracking began in January 2009.



CMRS Permits (November 2011)		
Project or Location	Case Number	Date Received and Issued
19697 E. Smoky Hill Rd.	CMR-11-00021	11/04/2011
7374 S. Eagle St.	CMR-11-00022	11/04/2011
AT&T-Dry Creek/University	CMR-11-00023	11/18/2011
7124 S. Chapparal Cir. E.	CMR-11-00024	11/22/2011
11755 E. Peakview Ave.	CMR-11-00025	11/30/2011
7281 E. Dry Creek Rd.	CMR-11-00026	11/30/2011

## Other & Miscellaneous Fees including Federal Grant Revenue

In November, we received \$3,639 in miscellaneous revenue from Engineering Hours spent on open space projects. YTD revenues for 2011 are \$100,522, which is below the 2011 projected revenue of \$102,800 and above the 2010 revenue of \$19,602.



Note: Federal grants of \$147,232 were expected and budgeted in 2010. Through 2010 we have received \$46,280 and through November 2011 we received \$46,541 for a total of \$92,821 in EECBG grant revenue for Paperless Plan Review and Bus Bench. 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 November and YTD Revenue of \$75,333.