

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

December 15, 2012

Activity

- [Land Use Applications](#) – There were 10 applications compared to 2 in 2011.
- [Pre-Submittal Applications](#) – There were 8 applications compared to 3 in 2011.
- [City Council](#) – City Council heard 14 projects compared to 4 in 2011.
- [Planning and Zoning Commission](#) – There were 2 projects heard compared to 3 in 2011.
- [Fence Permits](#) – There were 5 applications compared to 13 in 2011. Average number of days to approve was 1.25 business days.
- [Sign Permits](#) – There were 9 applications compared to 15 in 2011. Average number of days to approve was 5.25 business days.
- [Right-of-Way Permits](#) – There were 0 permits issued compared to 3 in 2011.
- [Public Improvement Agreements](#) – There was 0 PIA's submitted compared to 0 in 2011.
- [Construction Drawings](#) – There were 0 CD applications compared to 2 in 2011.
- [Infrastructure Inspections](#) – There were 47 individual projects/sites inspected this month. City staff spent a total of 88 hours performing these inspections compared to 121 hours in 2011.
- [Business Registration Sales Tax License](#) – There were 30 business registration/sales licenses approved in 2012 compared to 47 in 2011.
- [Legal Fees](#) – There was \$2,750 in revenue collected in 2012 compared to \$750 in 2011.
- [CMRS Permits](#) – There were 0 permits issued compared to 6 in 2011.
- [Other Fees](#) – There was \$0 in revenue collected in 2012 compared to \$3,639 in 2011, which was due to the EECBG for Paperless Plan Review and Bus Bench Grant.
- [Visitors](#) – There were 23 visitors in the month of November; an average of 0.7 per work day.
- [Customer Surveys](#) – Planning & Engineering sent 18 surveys in November and received 2 results. Overall responses have been positive.

Revenue

[Total Revenue](#) – November monthly revenue was \$22,329 compared to \$25,282 in 2011. YTD \$342,967 in revenue has been collected, which is 84% of the 2012 projected budget of \$408,150. Permits for Bus Bench and Shelter are now part of the Land Use Fund. We collected \$5,500 for November and collected \$72,500 year to date; this is not included in the total since it has a different budget line item.

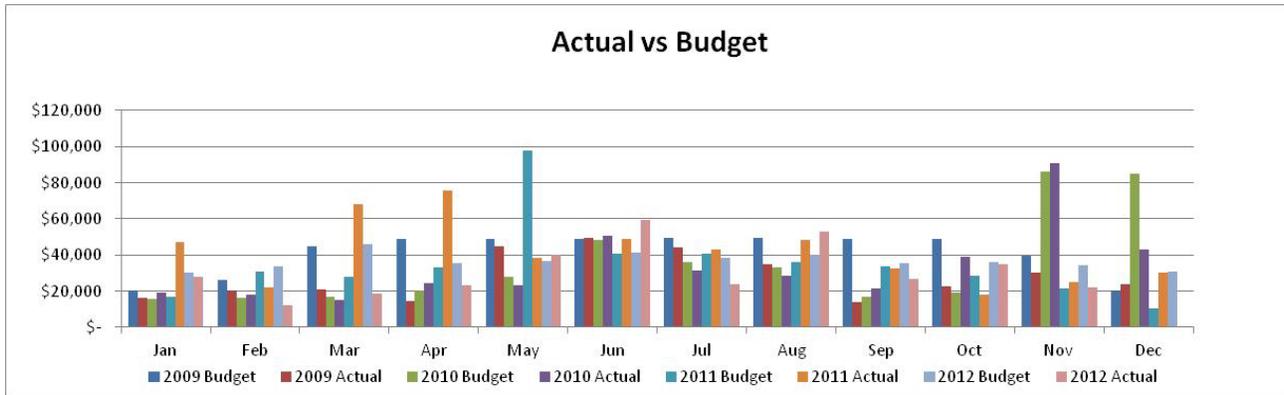
P & E Special Projects

Below are the major projects for November and the approximate amount of time spent on each project. 23 Hours were spent on special projects in November.

- **LDC Technical Amendments** – Staff spent a total of **10 Hours** on this project.
- **Oil & Gas Regulations** – A total of **3 Hours** was spent on research and meetings regarding this project in October.
- **Zoning Map Phase II** – Staff spent a total of **10 Hours** in October working on phase II of the zoning map.

Total Revenue

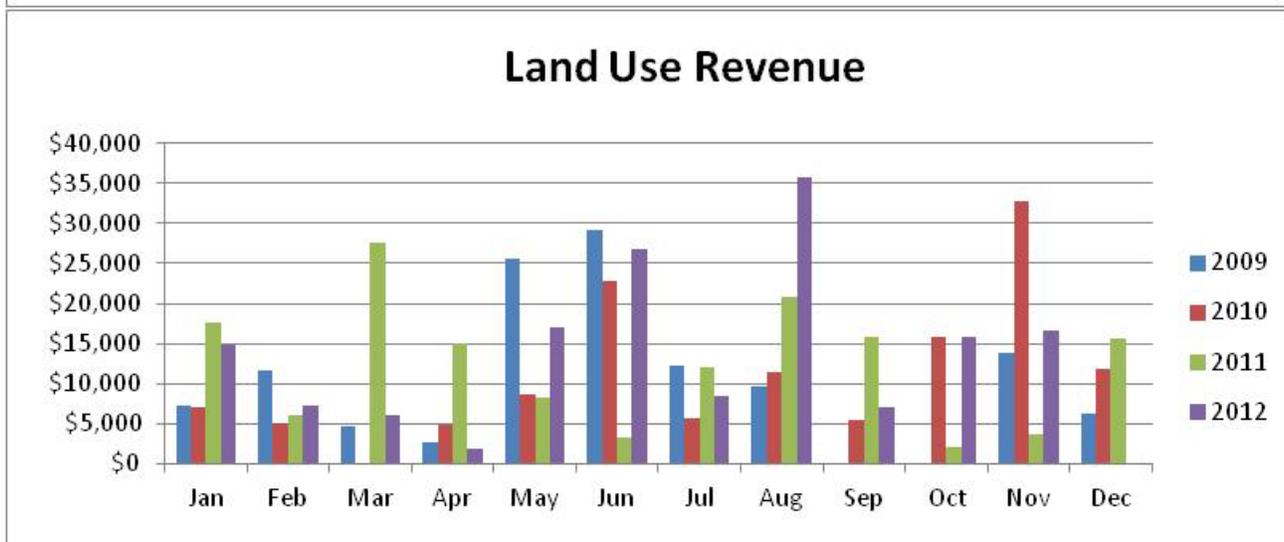
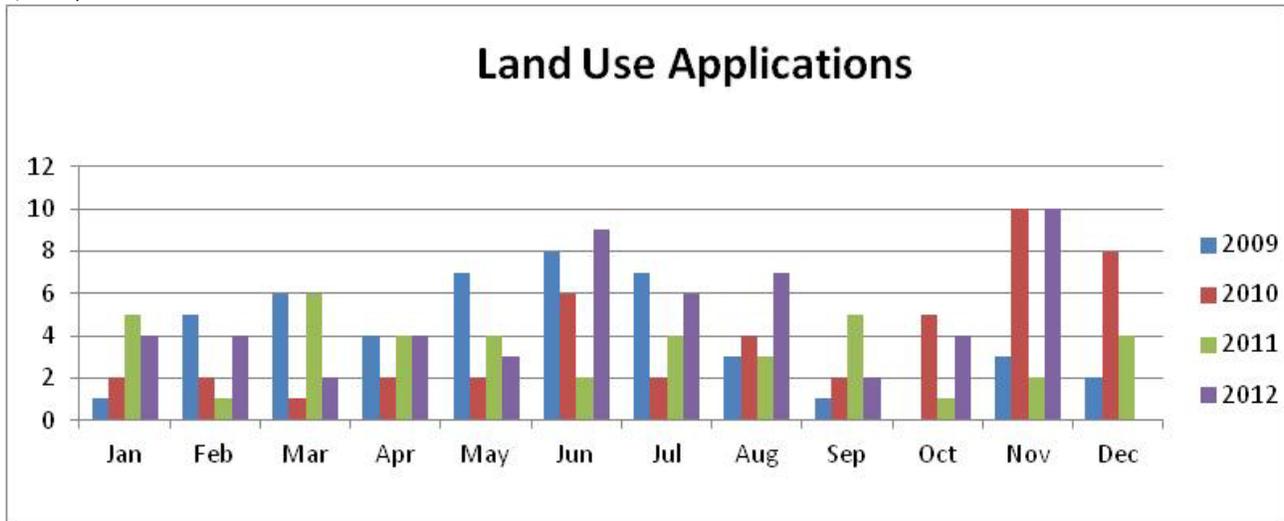
In November, the total revenue received was \$22,329. YTD the Planning & Engineering revenues of \$342,947 are roughly 84% of the projected 2012 YTD budget of \$408,150.



- [Land Use Applications](#) – YTD \$157,729 in revenue has been collected, which is below the 2012 projected budget of \$185,000.
- [Fence Permits](#) – YTD \$22,665 in revenue has been collected, which is below the 2012 projected budget of \$24,000.
- [Sign Permits](#) – YTD \$49,330 in revenue has been collected, which is below the 2012 projected budget of \$55,000.
- [Right-of-Way Permits](#) – YTD \$17,086 in revenue has been collected, which is below the 2012 projected budget of \$19,500.
- [Public Improvement Agreements](#) – YTD \$4,800 in revenue has been collected, which is below the 2012 projected budget of \$8,000.
- [Construction Drawings](#) – YTD \$29,000 in revenue has been collected, which is below the 2012 projected budget of \$41,250.
- [Infrastructure Inspection](#) – YTD \$17,400 in revenue has been collected, which is below the 2012 projected budget of \$24,000.
- [Legal Fees](#) – YTD \$24,024 in revenue has been collected, which is below the 2012 projected budget of \$37,000.
- [CMRS Fees](#) – YTD \$15,300 has been collected, which is above the 2012 projected budget of \$13,400.
- [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 November, the City received 10 land use applications with \$16,685 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 55 compared to 37 in 2011. YTD revenues for 2012 are \$157,729 compared to \$132,395 for 2011.

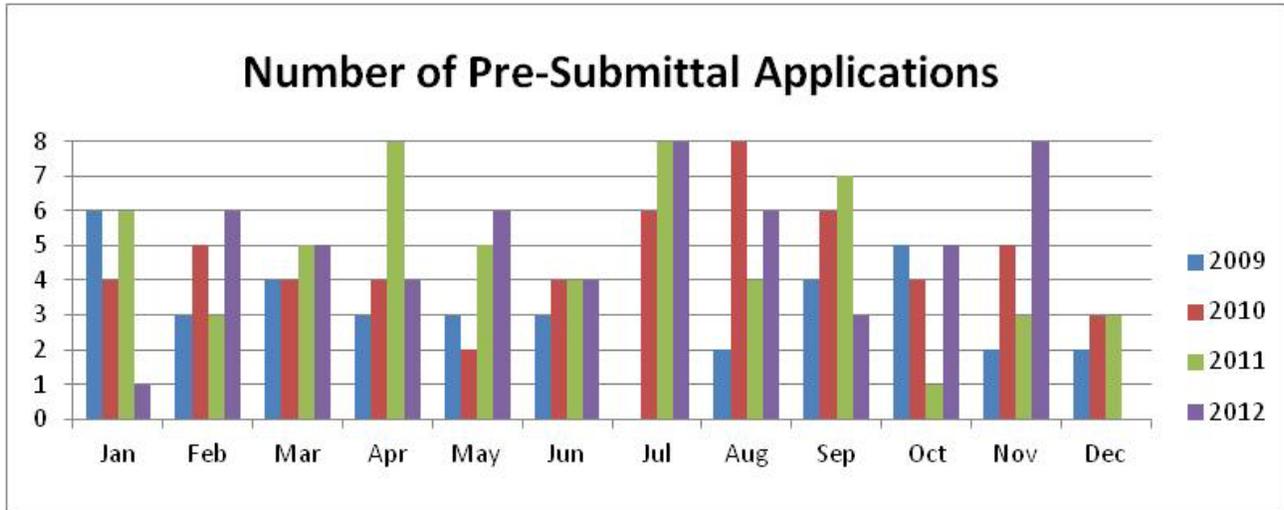


Land Use Applications Submitted (November 2012)		
Land Use Case Number	Project Name	Open Date
LU-12-00216	REI Annexation	11/2/2012
LU-12-00222	Lifetime Fitness Flg 2 Replat	11/6/2012
LU-12-00226	Arapahoe Estates #8 Replat	11/9/2012
LU-12-00227	REI Establishment Of Zoning	11/2/2012
LU-12-00228	Arapahoe Estates Sub #8 ROW	11/9/2012
LU-12-00231	Centennial Promenade No. 3	11/14/2012
LU-12-00234	Piney Creek Hollow Park Annex	11/20/2012

LU-12-00235	Piney Creek Hollow Park Est. Zone	11/20/2012
LU-12-00239	Les Schwab Tire Center Replat	11/30/2012
LU-12-00240	Les Schwab Tire FDP	11/30/2012

Pre-Submittal Applications

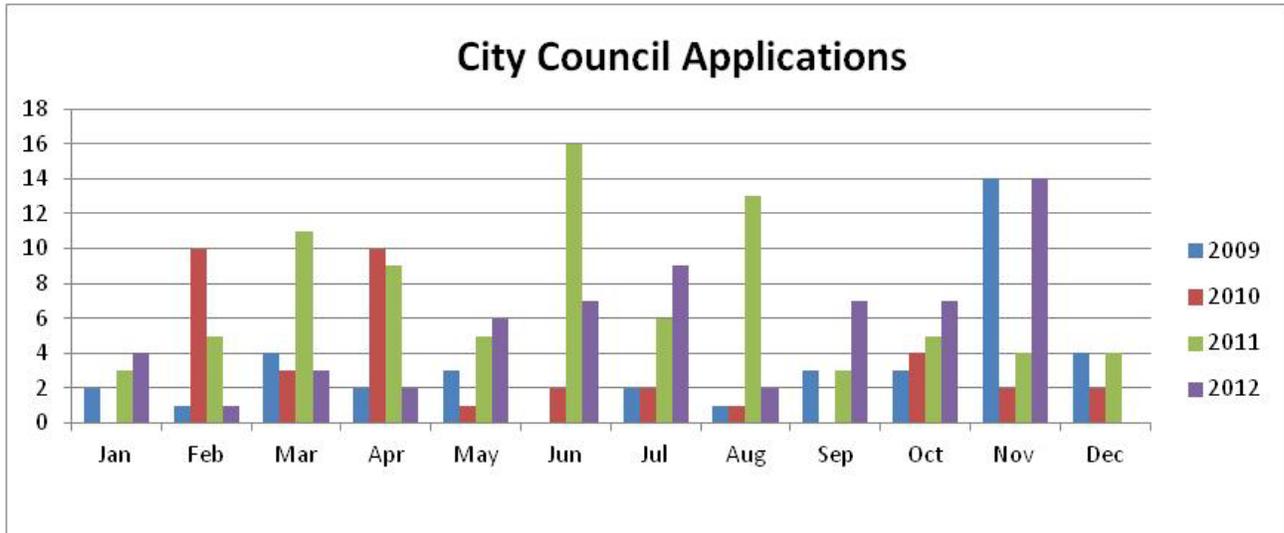
In November, the City received 8 pre-submittal applications compared to 3 in 2011. YTD pre-submittal activity is slightly higher than the previous year. YTD total applications received for 2012 are 58 compared to 54 for 2011. The City began tracking pre-submittal applications in 2008.



Pre-Submittal Applications Submitted (November 2012)		
Pre-Submittal Case Number	Project Name	Open Date
PS-12-00217	8171 S Chester Street	11/2/2012
PS-12-00223	Centennial Corners PDP	11/6/2012
PS-12-00225	Centennial Center Rezone	11/8/2012
PS-12-00232	Centennial Center Lot 4	11/19/2012
PS-12-00236	Southfield Center Rezone	11/20/2012
PS-12-00238	6325 S. University-Assisted Living	11/30/2012
PS-12-00241	Stolle Warehouse Internal Drive Exp	11/30/2012
PS-12-00242	2101 E. Arapahoe Rd. Zone Change	11/30/2012

City Council

In November, City Council heard 14 projects compared to hearing 4 in 2011. YTD, City Council has heard 62 development projects compared to 80 in 2011.

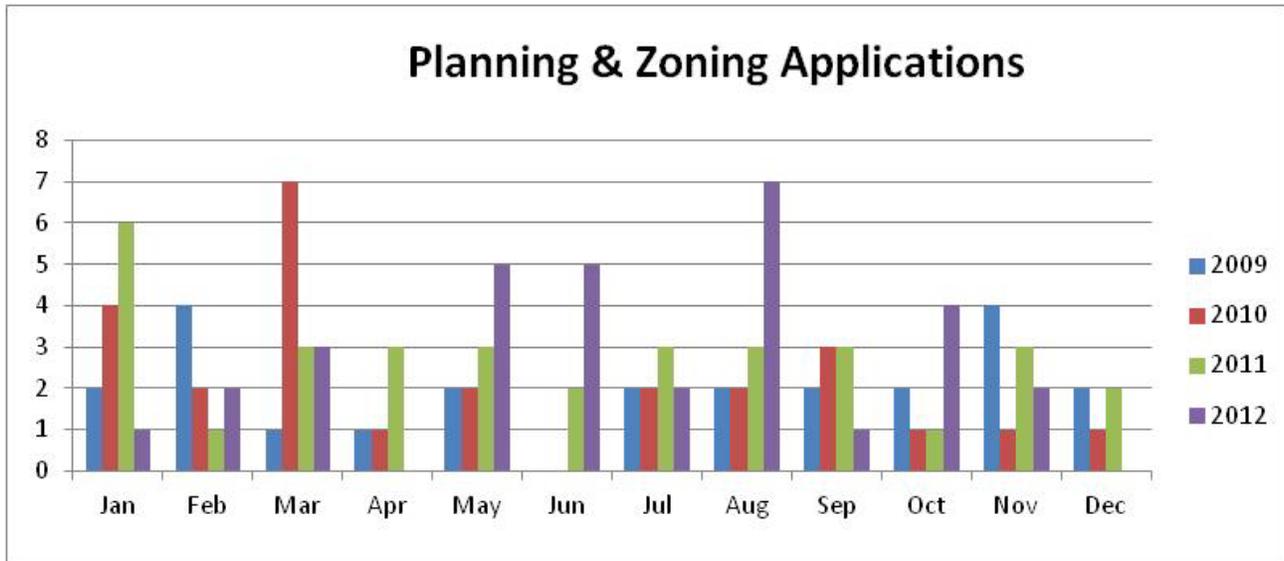


Land Development Projects Heard by City Council (November 2012)				
Description	Case Name	Case Number	Hearing Date	Action
Land Use	Arapahoe Corporate Park Rezoning Plan (1st Reading)	LU-12-00170	11/5/2012	No Action
Other	Technical Amendments (2nd Reading)	-	11/5/2012	Approved
Other	Legislative Rezoning (1st Reading)	-	11/5/2012	No Action
Other	Oil and Gas (2nd Reading)	-	11/5/2012	Approved
Land Use	Centennial Promenade 2 Annexation Eligibility	-	11/5/2012	Approved
Land Use	Centennial Promenade 2 Annexation - 2nd Reading	-	11/5/2012	Approved
Land Use	Centennial Promenade 2 Establishment of Zoning - 2nd	-	11/5/2012	Approved
Land Use	SEAKR Rezoning (1st Reading)	LU-12-00147	11/5/2012	No Action
Other	Residential Property Analysis	-	11/5/2012	No Action
Other	Residential Sprinkler Ordinance	-	11/5/2012	No Action
Land Use	SEAKR Rezoning (2nd Reading)	LU-12-00147	11/19/2012	Approved
Land Use	Arapahoe Corporate Park Rezoning Plan (2nd Reading)	LU-12-00170	11/19/2012	Approved
Other	REI Substantial Compliance	-	11/19/2012	No Action

Other	Residential Sprinkler Ordinance	-	11/19/2012	No Action
Land Development Projects Scheduled for City Council (December 2012)				
Description	Case Name	Case Number	Hearing Date	
Other	Legislative Rezoning (2nd Reading)	-	12/3/2012	
Other	Centennial Promenade 2 Annexation - 2nd Reading	-	12/3/2012	
Other	Centennial Promenade 2 Establishment of Zoning	-	12/3/2012	
Other	Centennial Promenade No. 3 Annexation Ordinance/Zoning (1st Reading)	-	12/3/2012	
Other	Arapahoe Estates ROW Vacation (1st Reading)	-	12/3/2012	
Other	Arapahoe Estates ROW Vacation (2nd Reading)	-	12/10/2012	
Other	Piney Creek Hollow Park Substantial Compliance	-	12/10/2012	
Other	Potomac Park Update	-	12/10/2012	

Planning & Zoning Commission

In November, the Planning & Zoning Commission heard 2 development projects as compared to hearing 3 in 2011. YTD, the Planning & Zoning Commission has heard 32 development projects as compared to 31 in 2011.



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

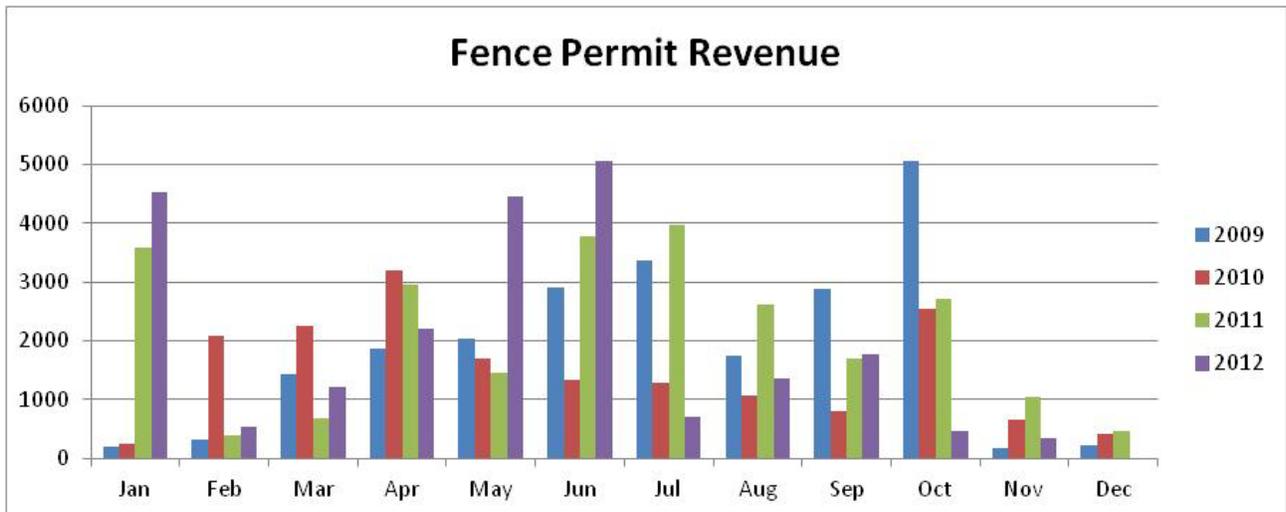
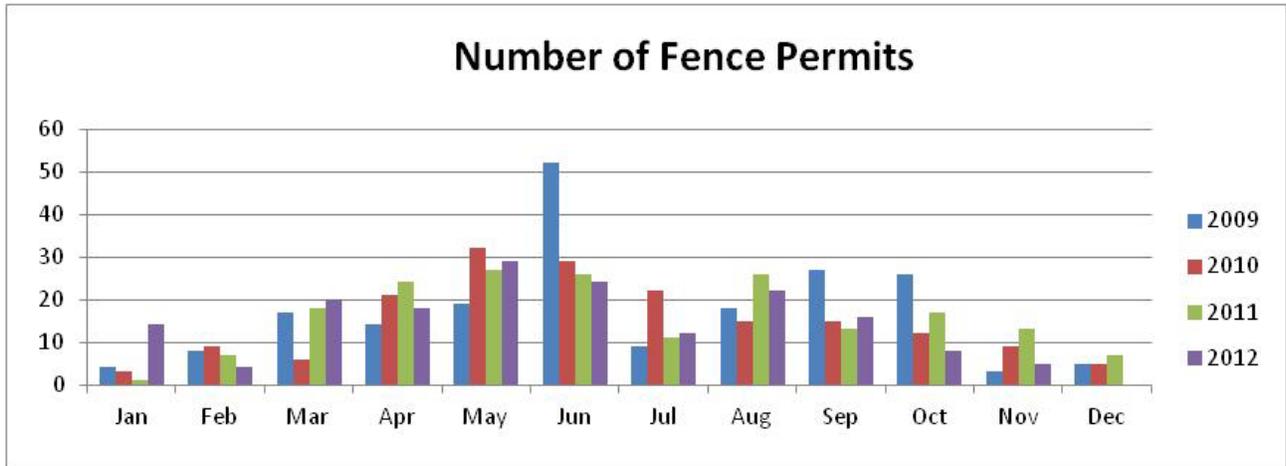
Description	Case Name	Case Number	Hearing Date	Action
Land Use	Arapahoe Corporate Park Rezoning Plan	LU-12-00170	11/14/2012	Approved
Land Use	SEAKR Rezoning Plan	LU-12-00147	11/14/2012	Approved

Land Development Projects Scheduled For P & Z Commission (December 2012)

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

Fence Permits

In November, the City received 5 fence permit applications with monthly revenue of \$350. YTD, fence permit application activity is lower than the previous year and YTD revenue is also lower. YTD applications for 2012 are 172 compared to 183 for 2011. YTD revenues for 2012 are \$22,665 compared to \$24,918 for 2011. **There were 4 fence permit (or 80% of permits issued in the month) through Rapid Review Thursdays (RRT) in November**, and average permit wait/processing time for RRT in November was 9.6 minutes. YTD average wait/processing time is 8.1 minutes for RRT.



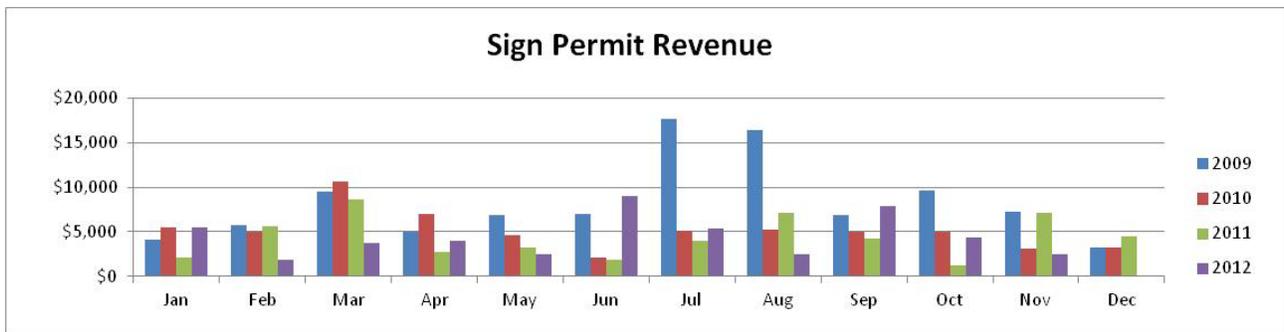
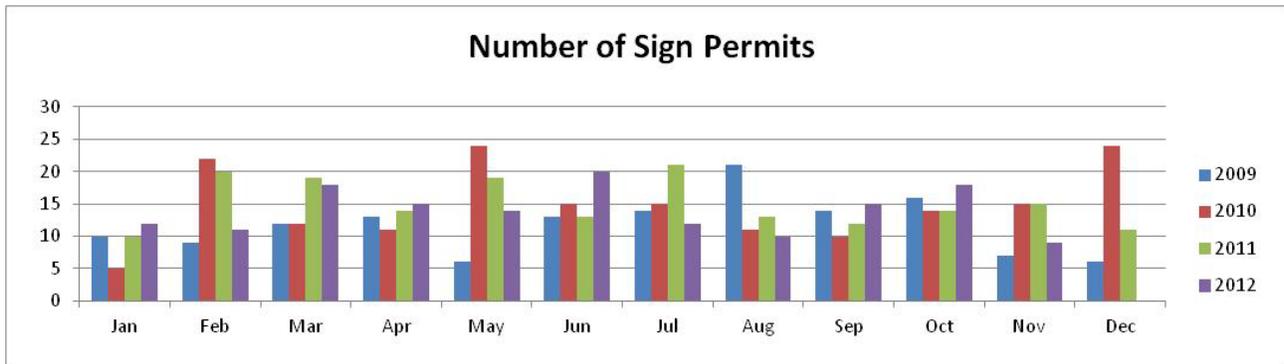
Fence Permits Submitted (November 2012)			
Location	Case Number	Date Received	Date Approved
2786 E. Jamison Place	FE-12-00168	11/1/2012	11/1/2012
4137 E. Davies Place	FE-12-00169	11/8/2012	11/8/2012
6700 S. Grant Street	FE-12-00170	11/8/2012	11/8/2012
18949 E. Briarwood Drive	FE-12-00171	11/26/2012	11/28/2012
6750 S. Homestead Parkway	FE-12-00172	11/29/2012	-
Average Approval Time – Business Days			1.25 Days

Rapid Review Fence Permits (November 2012)			
Location	Case Number	Time Received	Time Approved
2786 E. Jamison Place	FE-12-00168	12:00	12:06
4137 E. Davies Place	FE-12-00169	10:01	10:07
6700 S. Grant Street	FE-12-00170	10:29	10:46
Average Approval Time – Minutes			9.6 Minutes (0.006 Days)

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

Sign Permits

In November, the City received 9 sign permit applications with monthly revenue of \$2,544. YTD sign permit application activity is lower than the previous year and YTD revenues are higher. YTD applications for 2012 are 154 compared to 170 issued for 2011. YTD revenues for 2012 are \$49,330 compared to \$47,900 for 2011. **There were 0 sign permits issued through Rapid Review Thursday (RRT) in November (or 0% of permits issued in the month).** YTD average permit wait/processing time is 13.7 minutes for RRT.



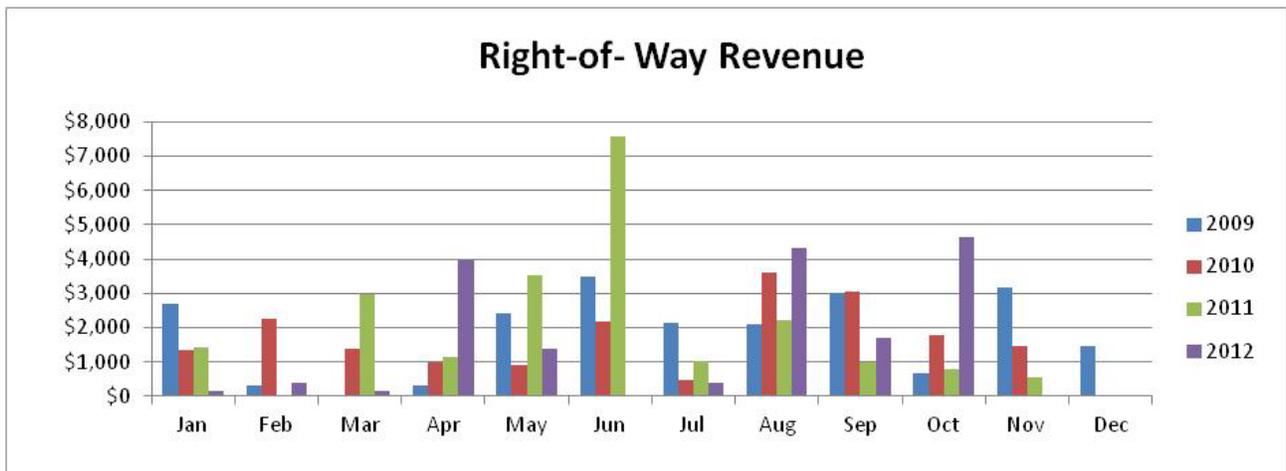
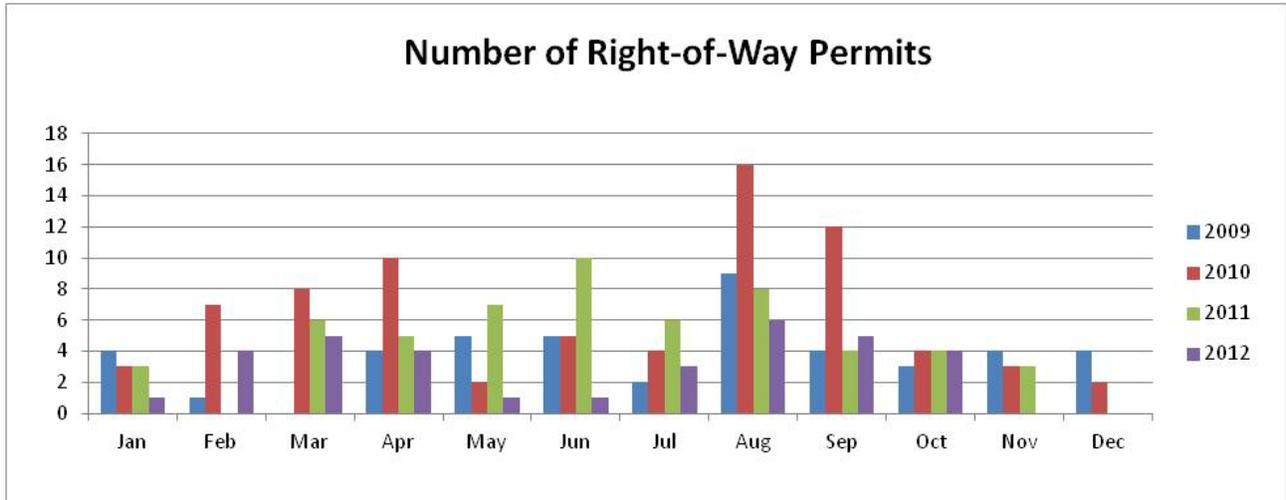
Sign Permits Submitted (November 2012)			
Location	Case Number	Date Received	Date Approved
15755 E. Arapahoe Road	SG-12-00146	11/1/2012	11/6/2012
19761 E. Smoky Hill Road	SG-12-00147	11/6/2012	11/6/2012
6900 S. University Boulevard	SG-12-00148	11/6/2012	11/8/2012
9604 E. Easter Avenue	SG-12-00149	11/6/2012	-
10743 E. Arapahoe Road	SG-12-00150	11/15/2012	-
7500 S. University Boulevard	SG-12-00151	11/16/2012	11/29/2012
7390 S. Fraser Street A	SG-12-00152	11/29/2012	-
2241 E. Arapahoe Road	SG-12-00153	11/29/2012	-
8221 S. Holly Street	SG-12-00154	11/30/2012	-
Average Approval Time – Business Days			5.25 Days

Rapid Review Sign Permits (November 2012)			
Location	Case Number	Time Received	Time Approved
Average Approval Time – Minutes			

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

Right-of-Way Permits

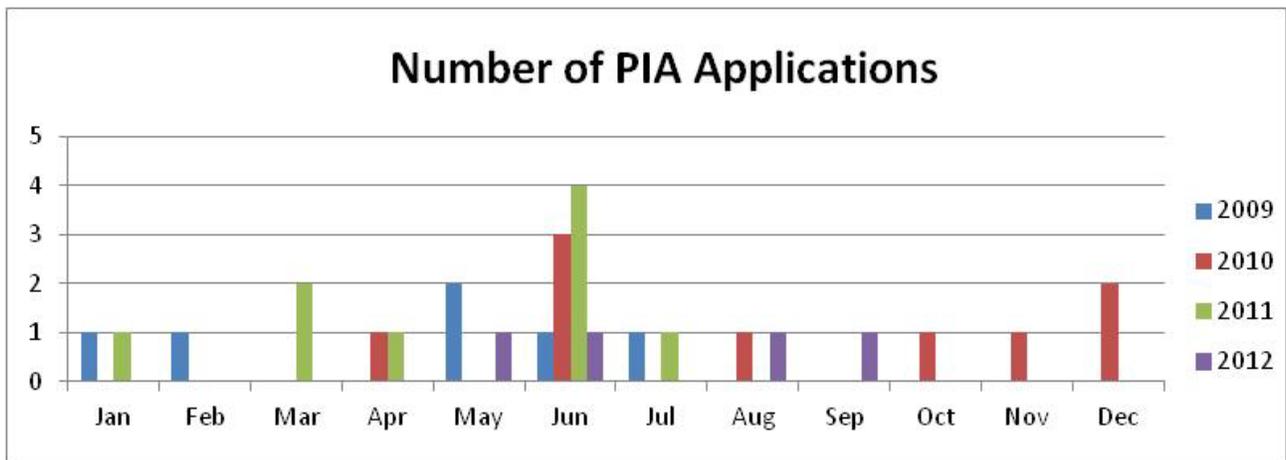
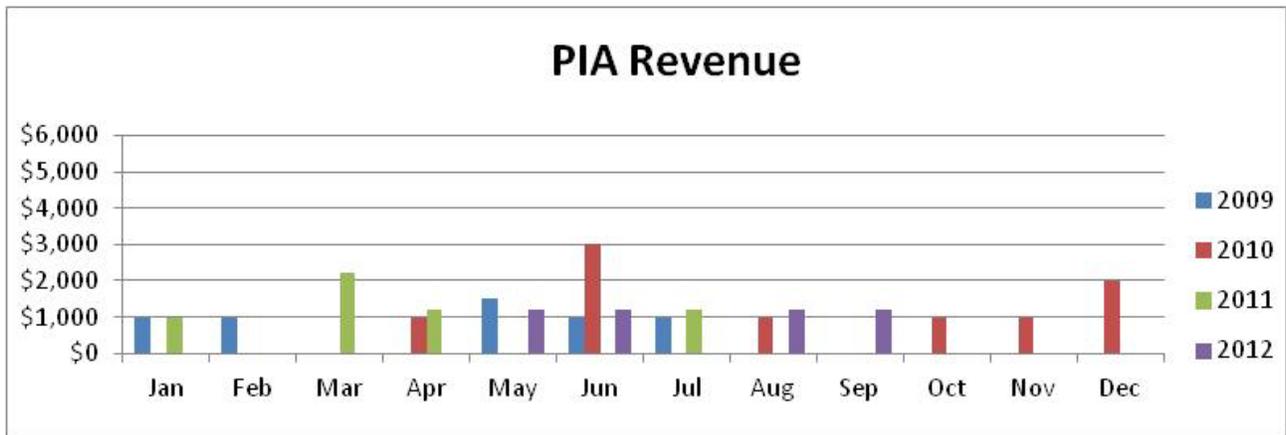
In November, the City received 0 right-of-way permit applications with monthly revenue of \$0. YTD right-of-way permit application activity is lower than the previous year and YTD revenues are also lower. YTD applications for 2012 are 34 compared to 56 for 2011. YTD revenues for 2012 are \$17,086 compared to \$22,208 for 2011.



Right-of-Way Permits Submitted (November 2012)			
Location	Permit Number	Date Received	Date Approved
None			

Public Improvement Agreements (PIA)

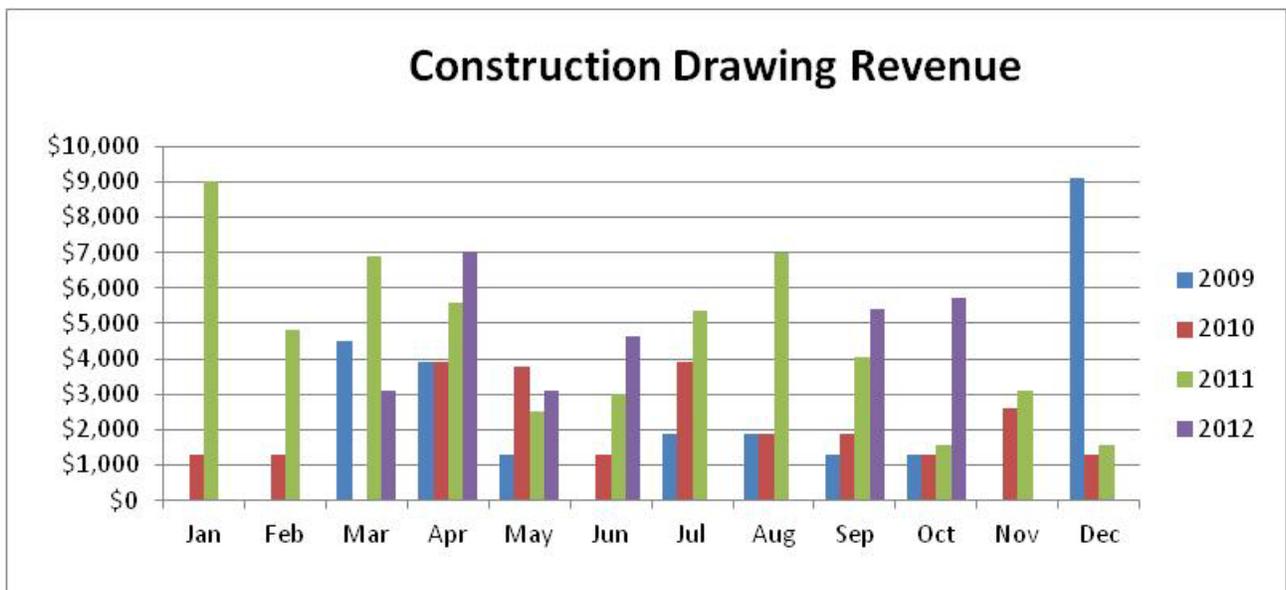
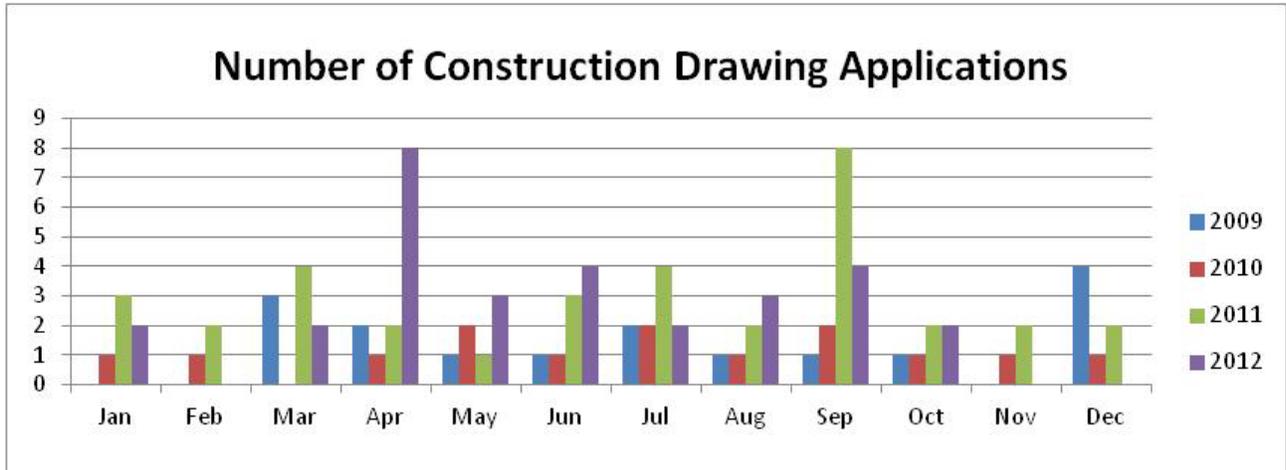
In November, the City received 0 PIA applications compared to 0 in 2011. The monthly revenue of \$0 is the same as 2011 which was \$0. YTD PIA applications for 2012 are 4 compared to 9 in 2011. YTD revenues for 2012 are \$4,800 compared to \$5,600 in 2011. We began tracking PIA's in 2009.



PIAs Submitted (November 2012)			
Description	Case Name	Case Number	Date Application Accepted
None			

Construction Drawings (CD)

In November, the City received 0 CD applications with \$0 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 30 compared to 33 for 2011. YTD revenues for 2012 are \$29,000 compared to \$52,850 for 2011.

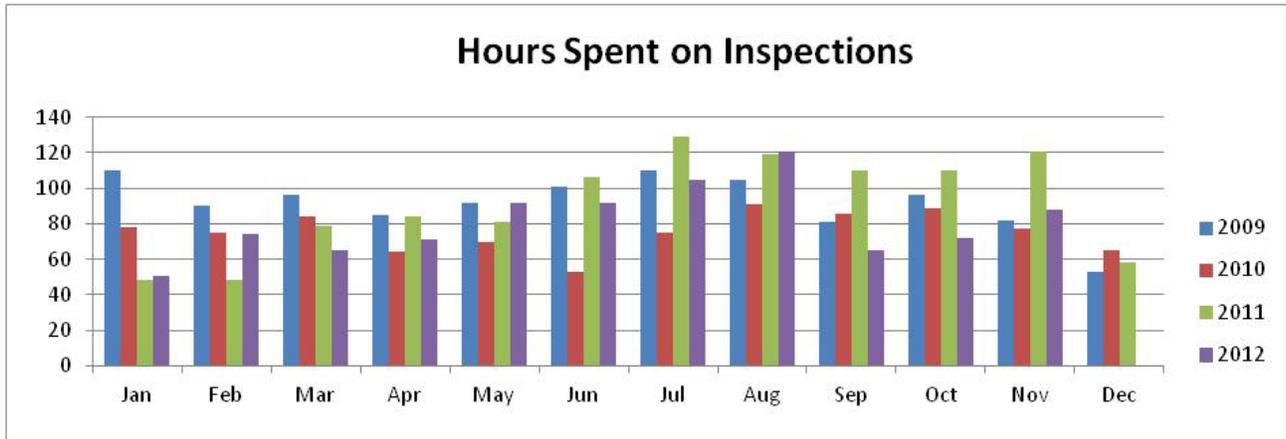


CDs Submitted (November 2012)			
Description	Case Name	Case Number	Date Application Accepted
	None		

The Engineering Division approved 0 CD's in November.

Infrastructure Inspections

In November, 47 individual projects/sites were inspected and there was \$0 in revenue collected. City staff spent a total of 88 hours performing these inspections compared to 121 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 \$30,900 in 2011.

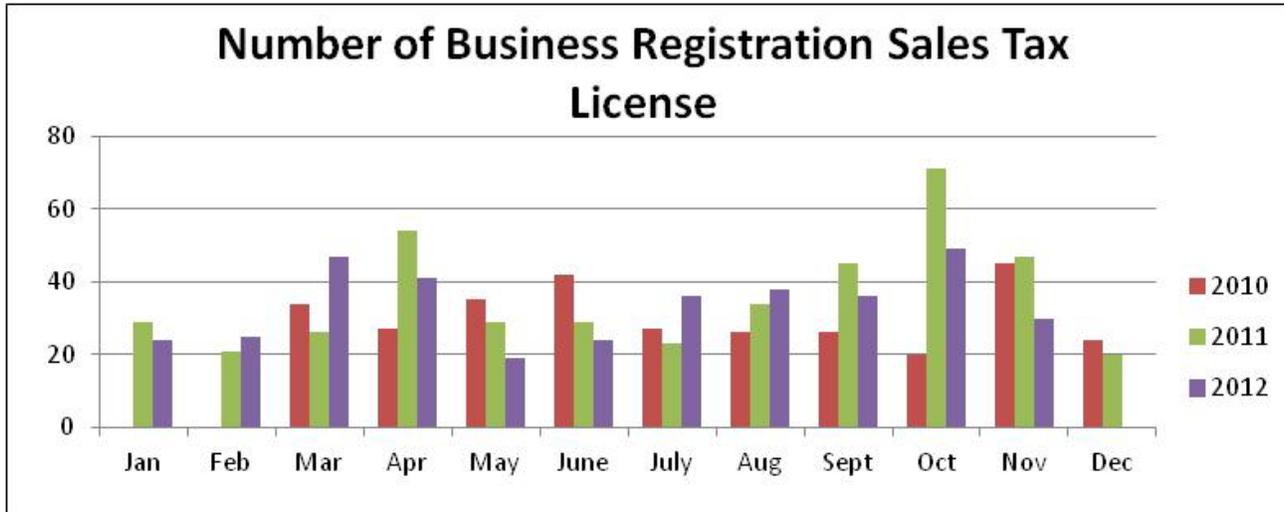


Infrastructure Inspections (November 2012)

General Location	Case Name	Status-Visits
Parker Road & Arapahoe Rd.	Centennial Center Filing 2	Under Construction – 0
Humboldt & Orchard Rd.	Orchard Estates	Under Construction - 2
County Line Road & Niagara	Foxridge VIII	Under Warranty – 2
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 – 1
Troy Circle & Caley	Allosource	Under Warranty – 1
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 – 1
Quebec & County Line Rd.	Steak N Shake	Under Warranty – 0
Peakview & Uvalda	Centennial Center Park	Under Construction – 11
Revere & Easter	Trust Company	Under Warranty – 0
Arapahoe & Yosemite	1 st Bank	Under Warranty – 0
Syracuse & Peakview	Peakview Heights	Under Construction – 8
Holly & Arapahoe Rd.	Kaiser Permanente	Under Warranty – 0
Fair & Potomac	VCCE II	Under Construction – 1
Broadway & Panama	Action Jackson	Under Construction – 1
Quentin & Briarwood	Latisys Data	Under Construction – 1
7800 S. Adams Street	Arapaho Park	Under Construction – 1
9535 E. County Line Road	Centennial Promenade	Under Construction – 1
6949 S. Potomac Street	Stolle Manufacturing	Under Construction – 1
8911 E. Phillips Drive	Century Highland Park	Under Construction – 5
9355 E. Dry Creek Road	J.D. Carpenter Fueling Facility	Under Construction – 2
Streets @ Southglenn	Chick-fil-A	Under Construction – 0
Holly & Orchard	Orchard Park	Under Construction – 0
Helena & Arapahoe	Helena Gate	Under Construction – 2
Riviera & Picadilly	Cunningham Fire	Under Construction – 2

Business Registration/Sales Tax License

In November, a total of 30 business registration/sales tax licenses were issued. YTD totals are 369 compared to 408 in 2011. The Planning Division started review of these in November of 2010. We average 5 days to process these applications.

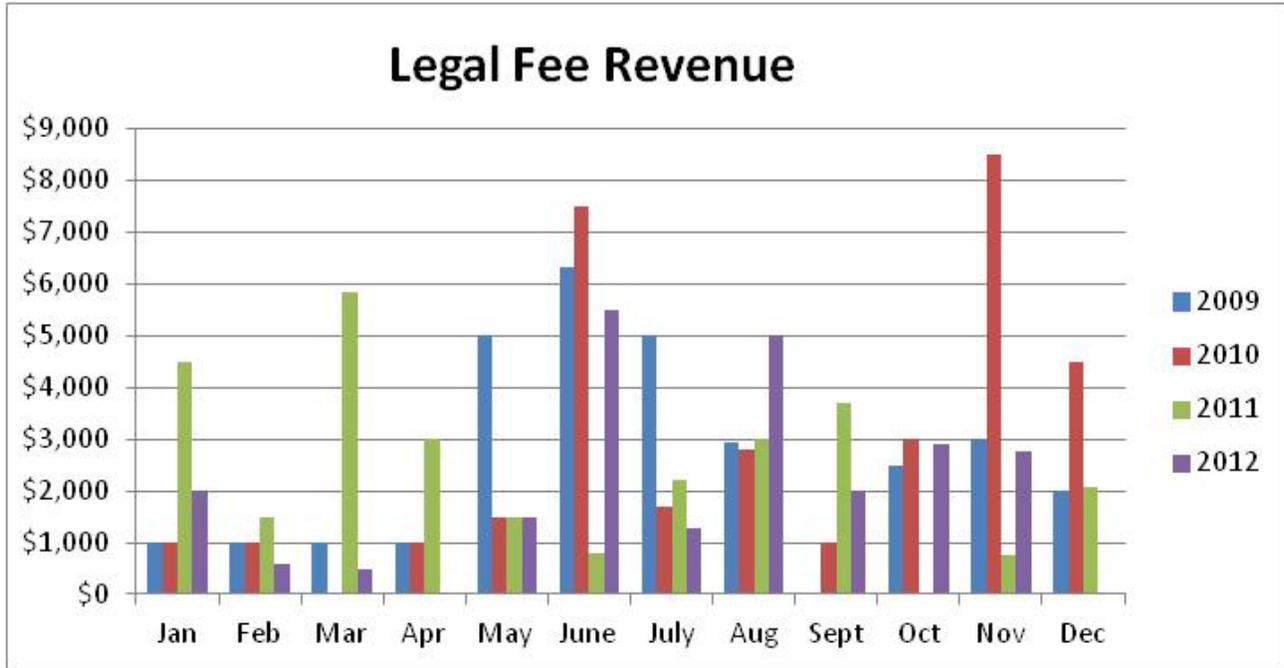


Business Registration/Sales Tax License (November 2012)			
Case #	Case Name	Approved	Business Description
CEN-008521	Whelan Security	Yes	Investigation and Security Services
CEN-008522	Tata's Burritos LLC	Yes	Limited-Service Eating Places
CEN-008524	Law Office Of Curtis O Barnes	Yes	Legal Services
CEN-008525	Brian's Lawn Service	Maybe	Services to Buildings and Dwellings
CEN-008526	Diamond Mccarthy LLP	Yes	Legal Services
CEN-008527	Weyerhaeuser Nr Company	Yes	Computer Systems Design and Related Services
CEN-008529	Charming Charlie, Inc.	Yes	Other General Merchandise Stores
CEN-008530	Village Orthodontics, Inc.	Yes	Offices of Dentists
CEN-008531	Positive Side Of Golf, LLC	N/A	Sporting Goods, Hobby, and Musical Instrument Stores
CEN-008532	7-Eleven #39591	Yes	Gasoline Stations
CEN-008534	Online Doggy	Yes	Other Professional, Scientific, and Technical Services
CEN-008535	Lee, Mongelli & Associates	Yes	Accounting, Tax Preparation, Bookkeeping, and Payroll Services
CEN-008536	El Senor Sol Real Mexican Food	Yes	Full-Service Restaurants
CEN-008537	Heather Park Dental Care #359	Yes	Offices of Dentists
CEN-008539	Taxtime Cpa, LLC	Yes	Accounting, Tax Preparation, Bookkeeping, and Payroll Services
CEN-008541	The Gallery Exchange, LLC	Maybe	Electronic Shopping and Mail-Order Houses
CEN-008546	Busy Bee Child Care	Maybe	Child Day Care Services
CEN-008548	West Metro Pediatric Dentistry	Yes	Offices of Dentists
CEN-008549	Mobile Solutions Services, Inc.	Yes	Electronics and Appliance Stores
CEN-008551	Guardian Interlock Systems	Yes	Automotive Parts, Accessories, and Tire Stores
CEN-008553	J. Alexander's Restaurant	Yes	Full-Service Restaurants
CEN-008555	Peanut Trunks	Maybe	Electronic Shopping and Mail-Order Houses
CEN-008556	Www.Urbanhomeaccents.Com	Maybe	Other General Merchandise Stores
CEN-008557	Hair Quest	Maybe	Personal Care Services
CEN-008561	The Face Place, Skincare And Acne Clinic, LLC	Yes	Personal Care Services
CEN-008567	Awakenings Aromatherapy Massage	Yes	Personal Care Services
CEN-008569	Shelana's	Yes	Personal Care Services
CEN-008570	Hawthorn Suites	Yes	Traveler Accommodation

CEN-008571	Louann Lebofsky	Yes	Personal Care Services
CEN-008572	Erudire, LLC	Maybe	Electronic Shopping and Mail-Order Houses

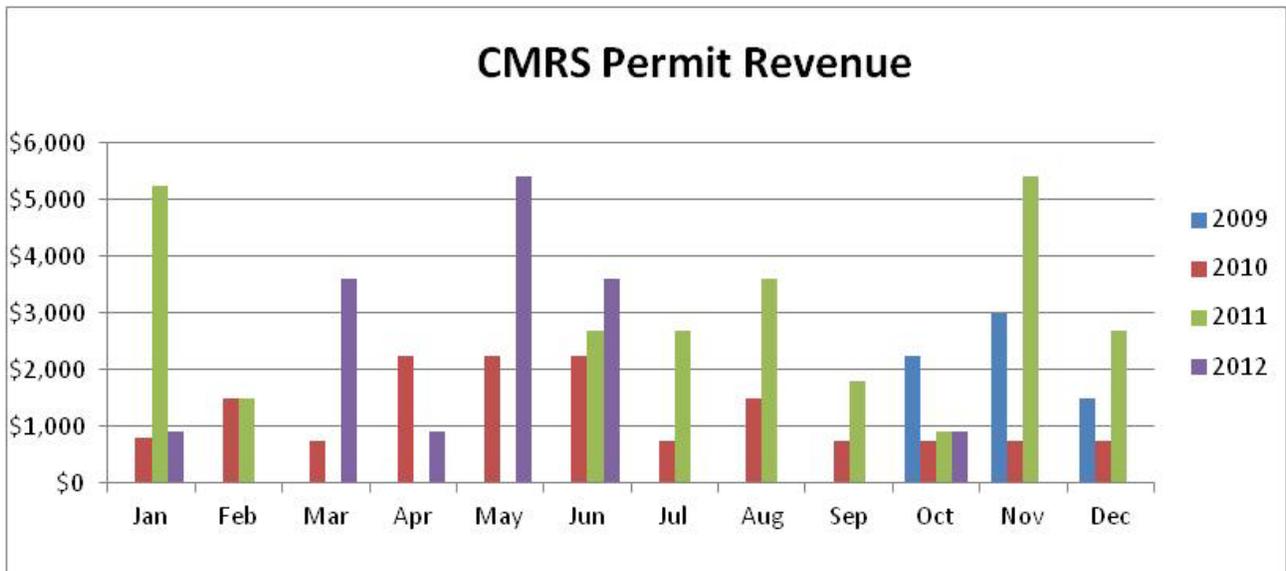
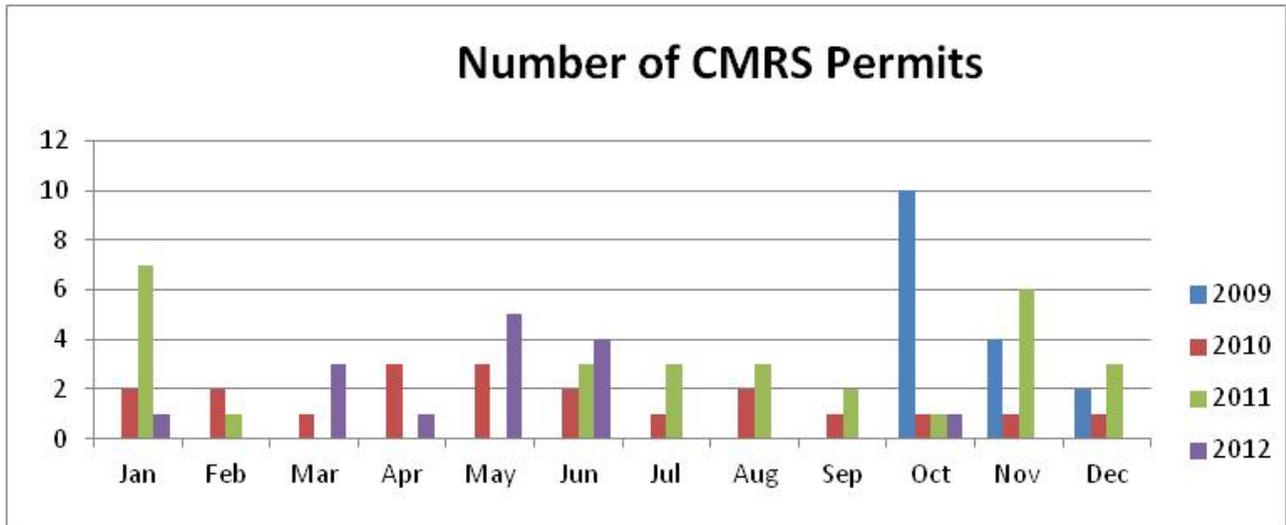
Legal Services

In November, a total of \$2,750 in revenue was received for legal services. YTD revenues for 2012 are \$24,024 compared to \$26,776 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

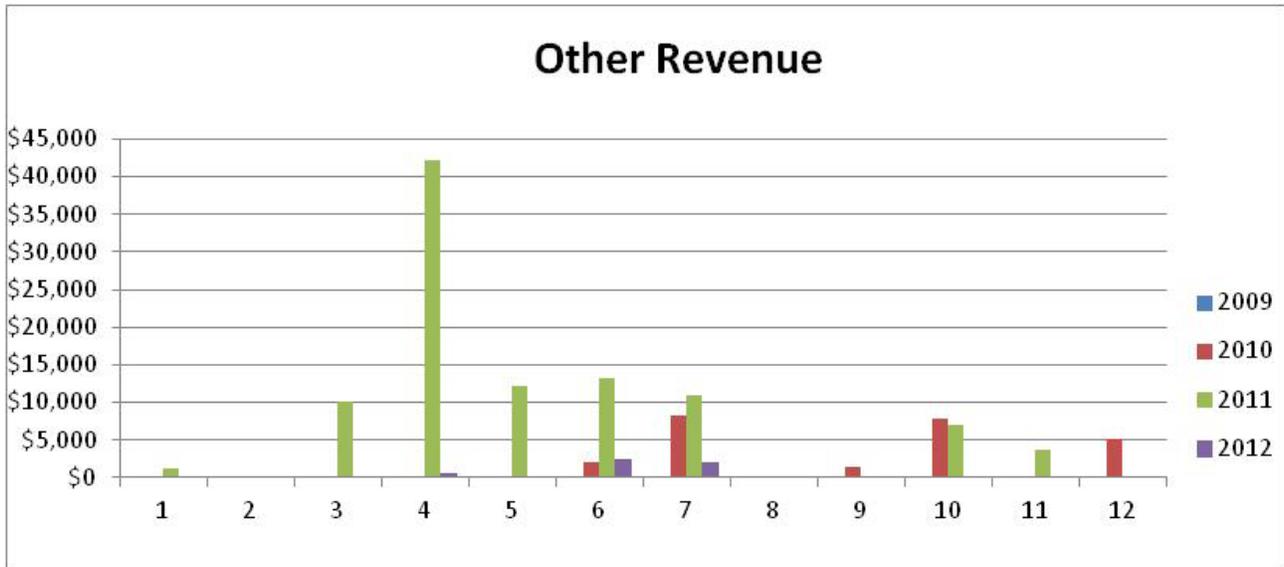
In November, we received 0 CMRS permit applications for \$0 in revenue. YTD revenues for 2012 are \$15,300, which is above the 2012 projected revenue of \$13,400 and below the 2011 revenue of \$23,850. CMRS permit tracking began in January 2009.



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

Other & Miscellaneous Fees including Federal Grant Revenue

In November, 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 \$5,500 in November and YTD Revenue of \$72,500.