

Community Development

About Community Development

The Community Development Department provides service to the community in planning, code enforcement, zoning administration, redevelopment, building and housing inspections. This department also serves the Planning Commission, the Board of Adjustment, Building Code Advisory Committee, the Wheat Ridge Housing Authority (WRHA), the City Council and ad hoc task forces established for specific projects.



2011 Budget Highlights

- 38th Avenue Corridor Subarea Plan
- Redevelopment of priority sites through regulatory approval processes
- Implement recommendations of Envision Wheat Ridge
- Support zoning code amendments to be “open for business”
- Refinements to building division customer service, including additional over the counter permits
- Rezoning of property to new mixed use districts



Community Development

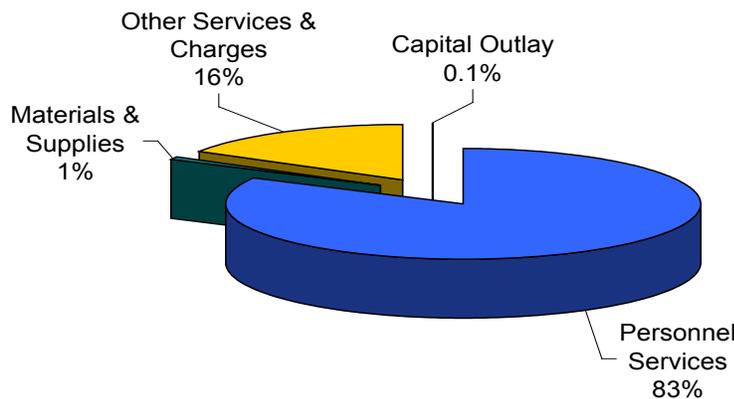
Staffing and Financial Summary

	2008 Authorized	2009 Authorized	2010 Authorized	2011 Authorized
Administration	2	2	2	2
Economic Development	0	1	0	0
Planning	4	4	3	3
Building	4	4	5	5
Long Range Planning	0	0	1	1
TOTAL	10	11	11	11

Property Inspector in Building Division is funded out of the Crime Prevention Fund

	2009 Actual	2010 Adjusted	2010 Estimated	2011 Adopted
Personnel Services	\$744,082	\$788,940	\$753,060	\$734,951
Materials & Supplies	\$9,875	\$20,405	\$9,989	\$7,925
Other Services & Charges	\$1,230,596	\$681,233	\$535,071	\$143,787
Capital Outlay	\$4,815	\$1,000	\$500	\$750
TOTAL	\$1,989,368	\$1,491,578	\$1,298,620	\$887,413

Total 2011 Budget by Object

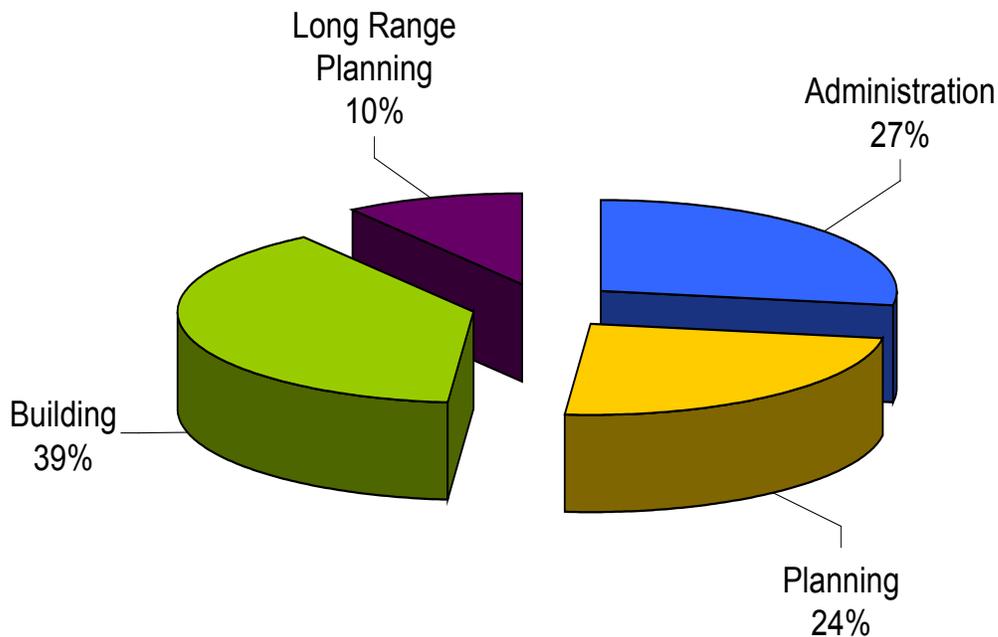


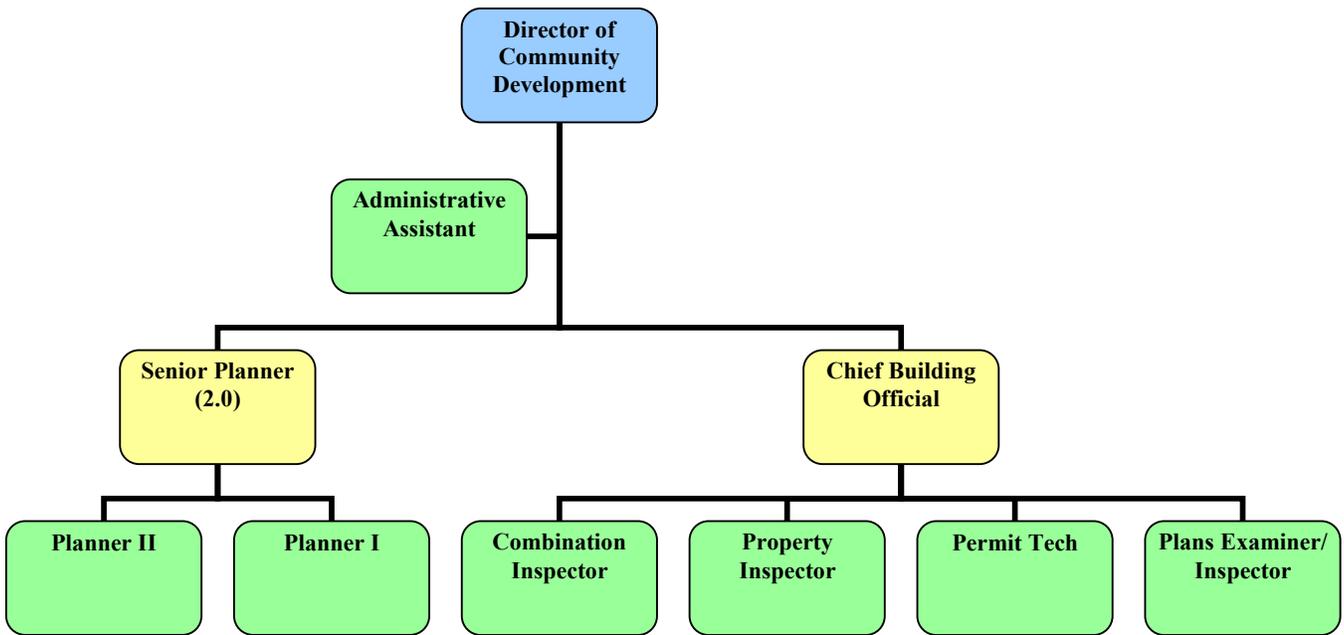
Community Development

Total Budget by Program

	2009 Actual	2010 Adjusted	2010 Estimated	2011 Adopted
Administration	\$192,954	\$195,441	\$193,341	\$242,977
Economic Development	\$944,721	\$549,506	\$417,211	\$0
Planning	\$326,972	\$219,802	\$208,009	\$213,562
Building	\$443,022	\$373,760	\$378,828	\$343,764
Long Range Planning	\$81,699	\$153,069	\$101,231	\$87,110
TOTAL	\$1,989,368	\$1,491,578	\$1,298,620	\$887,413

Total Budget by Program







**COMMUNITY
DEVELOPMENT
PROGRAMS**

Administration

Planning

Building

Long Range Planning



DID YOU KNOW

In 2010 the City received two regional awards for the recently completed comprehensive plan – Envision Wheat Ridge?

Administration

Overview

- Lead program activities of Administration, Long Range Planning, Development and Zoning, Building Permits and Inspections, Zoning Enforcement and Economic Development
- Manage budget, purchasing, record retention and public noticing
- Maintain department website
- Direct preparation of special plans/studies and oversee consultants
- Provide staff support to City Council, Boards and Commissions
- Empower division managers to successfully manage their division
- Represent the City in public outreach events and at regional forums
- Collaborate and coordinate with other departments, outside service providers, adjacent municipalities and regional and state agencies

2010 Achievements

- Supported the development and completion of an Economic Development Strategic Plan
- Led meetings with property owners regarding the new mixed use zoning districts
- Supported the Building Code Task Force and adoption of 2006 Int'l. Building Codes, including local amendments and policy changes
- Presented to WR2020 Planning Academy, the Colorado Chapter of the American Planning Association, West Chamber Board, Leadership Jefferson County and other community groups
- Completed file reduction and Laserfiche document storage project
- Received a Denver Regional Council of Governments Silver Award for Planning with Vision for *Envision Wheat Ridge* planning document
- Received Public Health Champion Award for the City's efforts to create a more sustainable future

2011 Objectives

- Present at local, regional and national forums to "get the word out" on redevelopment opportunities in Wheat Ridge
- Implement Economic Development Strategic Plan recommendations
- Develop partnerships with real estate community to facilitate strategic redevelopment projects, such as at 44th and Wadsworth
- Expand the quality and content of the department's communications materials and website
- Refine and improve the City's code enforcement functions to ensure a safe and attractive community
- Improve department's culture as defined in the Denison survey by encouraging and rewarding team orientation and innovation

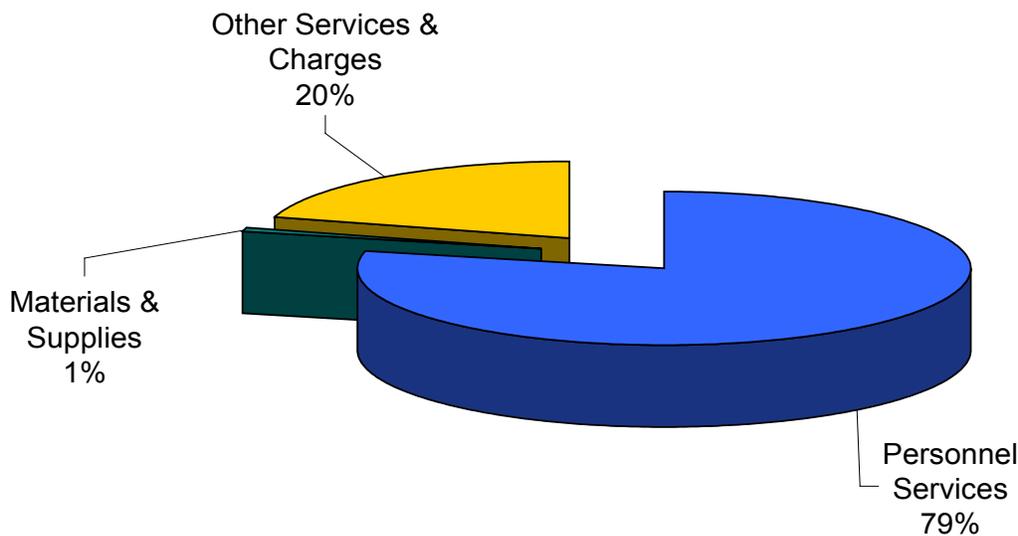
Administration

Staffing and Financial Summary

	2008 Authorized	2009 Authorized	2010 Authorized	2011 Authorized
Community Dev Director	1	1	1	1
Administrative Assistant	1	1	1	1
TOTAL	2	2	2	2

	2009 Actual	2010 Adjusted	2010 Estimated	2011 Adopted
Personnel Services	\$184,999	\$183,161	\$182,161	\$190,642
Materials & Supplies	\$1,727	\$2,000	\$1,800	\$2,000
Other Services & Charges	\$6,228	\$10,280	\$9,380	\$49,585
Capital Outlay	\$0	\$0	\$0	\$750
TOTAL	\$192,954	\$195,441	\$193,341	\$242,977

Total 2011 Budget by Object



**COMMUNITY
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Administration

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DID YOU KNOW

The southeastern portion of the City was originally subdivided in the 1890's by plats titled Columbia Heights, Lakeside and Prince's Resubdivision? Street names were different too.

Planning

Overview

- Provide research, analysis and reports on current planning applications, special use permits, variances, subdivisions, rezonings, outline and final development plans
- Assist citizens, businesses, developers, departments and agencies in land development and use
- Develop zoning code amendments that implement comprehensive and subarea plans
- Serve as staff liaison to Planning Commission and Board of Adjustment
- Review and approve building permits for compliance with the zoning and development code and supplements such as the Architectural and Site Design Manual

2010 Achievements

- Processed two annexations, four minor subdivisions, one major subdivision, eleven special use permits, ten variances, eight flood plain permits, eight zone changes and six zoning code amendments.
- Attended more than 80 public hearings, neighborhood meetings, study sessions and open houses
- Researched, prepared and processed zoning code amendments, including new mixed use zoning districts to meet the goals of the NRS and to promote the City philosophy of being "open for business"
- Streamlined the development review process through the use of development schedules and updated process guides and checklists.
- Established a new policy for continuous front counter coverage for walk-in customers
- Researched and created an updated Streetscape Design Manual

2011 Objectives

- Implement an over-the-counter permit system
- Continue to revise Subdivision Regulations to achieve short, mid and long-term policy goals
- Emphasize building permit review activities including review of internal policies and checklists, and the establish timelines for different types of reviews and inspections
- Research and revise the zoning code regarding sustainability issues
- Continue to cross training inter-departmentally to enhance customer service

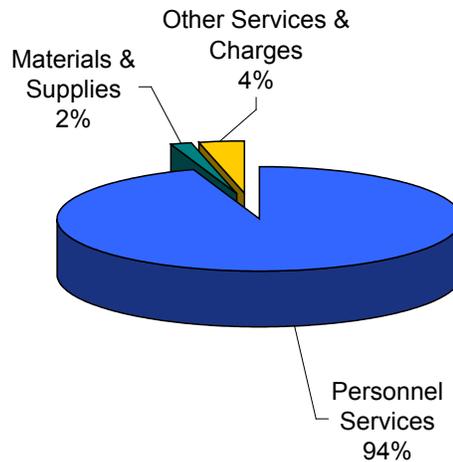
Planning

Staffing and Financial Summary

	2008 Authorized	2009 Authorized	2010 Authorized	2011 Authorized
Senior Planner	2	2	1	1
Planner II	1	1	1	1
Planner I	1	1	1	1
TOTAL	4	4	3	3

	2009 Actual	2010 Adjusted	2010 Estimated	2011 Adopted
Personnel Services	\$186,146	\$205,402	\$200,400	\$202,447
Materials & Supplies	\$975	\$5,950	\$775	\$3,275
Other Services & Charges	\$139,851	\$7,450	\$6,334	\$7,840
Capital Outlay	\$0	\$1,000	\$500	\$0
TOTAL	\$326,972	\$219,802	\$208,009	\$213,562

Total 2011 Budget by Object



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DID YOU KNOW

As a result of the July 2009 storm, the Building Division issued over 3,700 storm related permits for repair and replacement work valued at a total of more than \$37 million?

Building

Overview

- Provide code and ordinance interpretations to citizens, contractors and design professionals through individual consultation and informational handouts
- Review building permit applications and plans for consistency with ordinances and codes and coordinate reviews with outside agencies to ensure state and local health, safety and welfare standards are met
- Conduct inspections of construction work requiring building permits to ensure the safety of the public and compliance with City ordinances and codes
- Inspect properties throughout Wheat Ridge for compliance with International Property Maintenance Code and City zoning ordinances

2010 Achievements

- Issued more than 2,500 permits and performed more than 10,000 inspections
- Implemented the 2006 International Codes and amendments as adopted by City Council
- Processed more than 650 building permit rebate applications related to the July 2009 storm
- Updated informational handouts and web pages to reflect code and policy changes resulting from City Council's review and adoption of the 2006 International Codes
- Completed implementation of remaining recommendations of the external Division assessment

2011 Objectives

- Implement web-based components of ADG permitting system to allow online access to permitting and inspection records
- Expand over-the-counter permitting program to expedite the processing of permits and expand the scope of permits eligible for immediate review and issuance
- Establish and publish policies and timelines for review and processing of permits to promote predictability and consistency
- Implement a contractor licensing expiration and renewal notification program to allow contractors to renew their license prior to lapsing
- Update Building Division files and records and scan for digital long-term storage and public Web access

Building

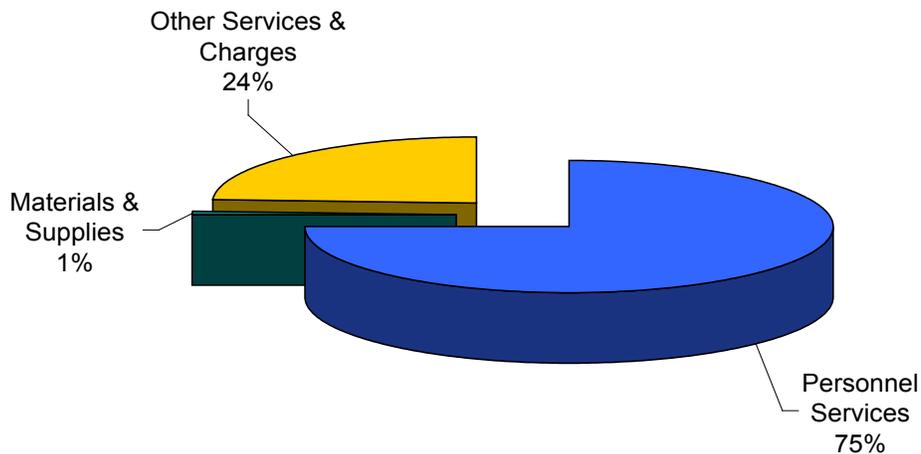
Staffing and Financial Summary

	2008 Authorized	2009 Authorized	2010 Authorized	2011 Authorized
Chief Building Official	1	1	1	1
Combination Inspector	1	1	1	1
Plans Examiner/Inspector	0	0	1	1
Property Inspector	1	1	1	1
Permit Technician	1	1	1	1
TOTAL	4	4	5	5

Property Inspector is funded out of the Crime Prevention Fund

	2009 Actual	2010 Adjusted	2010 Estimated	2011 Adopted
Personnel Services	\$221,685	\$249,408	\$237,408	\$257,852
Materials & Supplies	\$1,929	\$2,265	\$2,120	\$2,400
Other Services & Charges	\$214,593	\$122,087	\$139,300	\$83,512
Capital Outlay	\$4,815	\$0	\$0	\$0
TOTAL	\$443,022	\$373,760	\$378,828	\$343,764

Total 2011 Budget by Object



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Long Range Planning



DID YOU KNOW

Wheat Ridge experienced nearly 12% population growth between 1990 and 2000 while the entire Denver metro area grew 31% during that period?

Long Range Planning

Overview

- Manage updates and implementation of City's Comprehensive Plan
- Prepare and oversee preparation of subarea plans
- Research and prepare reports, policies and ordinances related to implementation of the Comprehensive Plan, Neighborhood Revitalization Strategy and subarea plans
- Oversee expenditure of Community Development Block Grant funds
- Participate in special projects such as transportation planning and Brownfields
- Serve as staff liaison to Planning Commission and Housing Authority

2010 Achievements

- Began planning for 38th Ave. Corridor Plan, developed a SOW, hired intern and prepared RFP for hiring consultants to assist with the Plan
- Worked with WR2020 on prioritizing the CRP report Action Steps
- Initiated the first strategic planning session for the Housing Authority
- Applied for and received a Wells Fargo grant for rehab of a Housing Authority property
- Forged partnership with LiveWell Wheat Ridge coalition including securing two grants totaling approximately \$20,000 for a mixed use zoning website and community input sessions for the 38th Ave. Corridor Plan
- Applied for annual DRCOG awards and received Silver Award for Envision Wheat Ridge Comp Plan
- Received Public Health Champion designation by Jefferson County for partnering with Jefferson County Public Health and LWWR on development of the Envision Wheat Ridge Plan

2011 Objectives

- Complete preparation of a Corridor Plan for 38th Ave.
- Identify new areas for subarea or corridor planning efforts such as the Kipling Corridor
- Support redevelopment efforts at Ward Rd. Gold Line TOD station area
- Amend subarea and urban renewal plans to be consistent with Envision Wheat Ridge
- Continue coordination and administration of the City's CDBG funds
- Continue as Deputy Director of the Housing Authority; support goals of single family housing rehab and look at new initiatives identified in Strategic Planning Session report
- Support and assist efforts to maintain sustainable practices in the City such as urban agriculture and revisions to the City code

Long Range Planning

Staffing and Financial Summary

	2008 Authorized	2009 Authorized	2010 Authorized	2011 Authorized
Senior Planner	0	0	1	1
TOTAL	0	0	1	1

	2009 Actual	2010 Adjusted	2010 Estimated	2011 Adopted
Personnel Services	\$77,899	\$81,129	\$81,129	\$84,010
Materials & Supplies	\$941	\$740	\$160	\$250
Other Services & Charges	\$2,859	\$71,200	\$19,942	\$2,850
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL	\$81,699	\$153,069	\$101,231	\$87,110

Total 2011 Budget by Object

