

Community Development

About Community Development

The Community Development Department guides the physical development of the City with the goal of creating safe attractive neighborhoods and strong commercial and mixed use corridors. Our work is done in partnership with citizens and the business community and includes long range planning, current planning and zoning services, building permits/inspections and hotel/motel and housing inspections.



Kipling Ridge Ground Breaking



Ken Johnstone
Community Development
Director



Community Development Staff

**2015
Budget Priorities**

- Facilitate the revitalization of the 38th Avenue Corridor
- Expand web-based public access to building permitting and inspection information
- Facilitate development and redevelopment of priority sites throughout the City
- Initiate market-based corridor planning study for Kipling Street from 35th to 51st Avenues
- Implement expanded code enforcement program focused on beautifying the commercial corridors of the City
- Conduct ULI technical advisory panel for the area surrounding the future Ward Road transit station

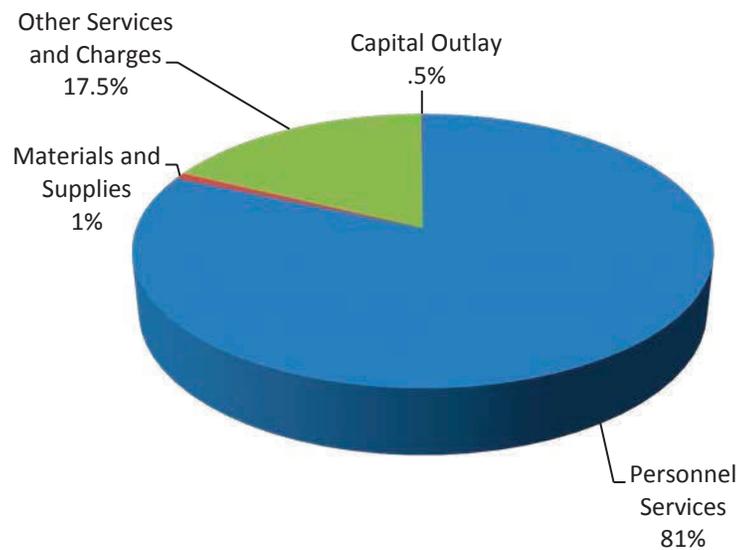
Community Development

Staffing and Financial Summary

	2012 Authorized	2013 Authorized	2014 Authorized	2015 Authorized
Administration	2	2	2	2
Planning	3	3	3	3
Building	4	4	5	6
Long Range Planning	1	1	1	1
Total	10	10	11	12

	2013 Actual	2014 Adjusted	2014 Estimated	2015 Adopted
Personnel Services	\$747,882	\$825,296	\$808,403	\$885,803
Materials and Supplies	\$4,398	\$5,933	\$5,273	\$7,715
Other Services and Charges	\$160,716	\$671,980	\$184,241	\$191,836
Capital Outlay	\$0	\$0	\$0	\$1,050
Total	\$912,996	\$1,503,209	\$997,917	\$1,086,404

Total 2015 Budget by Object

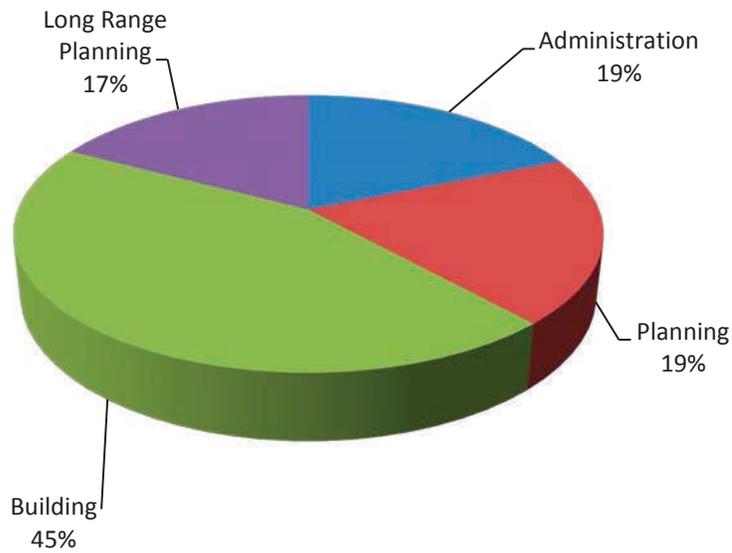


Community Development

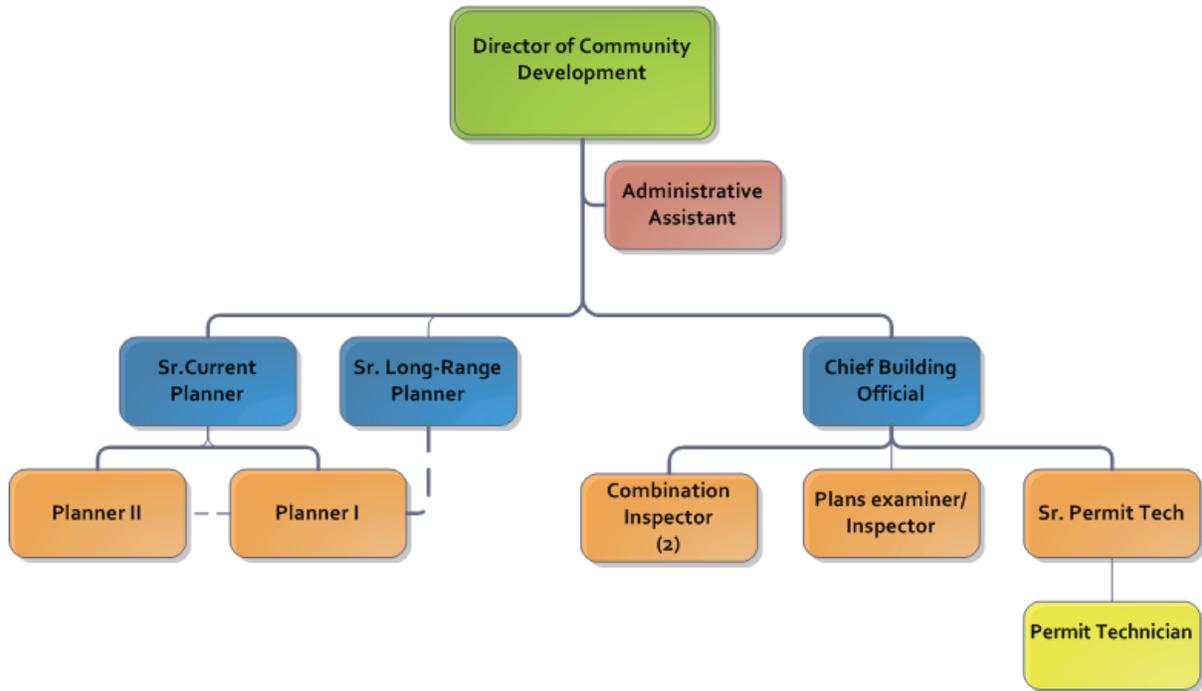
Total Budget by Program

	2013 Actual	2014 Adjusted	2014 Estimated	2015 Adopted
Administration	\$192,704	\$218,301	\$209,481	\$203,873
Planning	\$204,461	\$210,037	\$208,901	\$211,412
Building	\$331,796	\$412,993	\$383,719	\$483,652
Long Range Planning	\$184,036	\$661,878	\$195,816	\$187,467
	\$912,996	\$1,503,209	\$997,917	\$1,086,404

Total 2015 Budget by Object



Community Development





Community Development Administration

01-120

Core Business

- Provide leadership for long range planning, development review and building permitting program activities
- Manage administrative activities pertaining to budget, records retention, purchasing, public noticing and meeting minutes for four appointed citizen boards and commissions
- Direct preparation of special plans and studies
- Represent the City in public outreach efforts and regional events and forums
- Collaborate and coordinate with other departments, outside agencies, adjacent municipalities and regional and state agencies
- Provide staff support to City Manager and City Council

2014 Strategic Accomplishments

- Presented at local and regional forums to promote redevelopment and investment opportunities in Wheat Ridge
- Continued implementation efforts on 38th Avenue
- Facilitated necessary land use approvals for redevelopment efforts at 38th and Wadsworth and 38th and Kipling
- In partnership with City Manager and Economic Development Manager, fostered an organizational culture that encourages high quality economic and community development

2015 Strategic Priorities

- Facilitate additional land use entitlements for the Clear Creek Crossing development and surrounding properties in the I-70/Youngfield corridor
- Provide leadership and oversight on various aspects of 38th Avenue Corridor Plan implementation, including streetscape initiatives
- Provide policy leadership for Kipling Corridor subarea plan development
- Actively participate in the finalization of the Wadsworth PEL and pursue funding for implementation
- Promote development opportunities surrounding Ward Road commuter rail station, including oversight of the ULI technical advisory panel

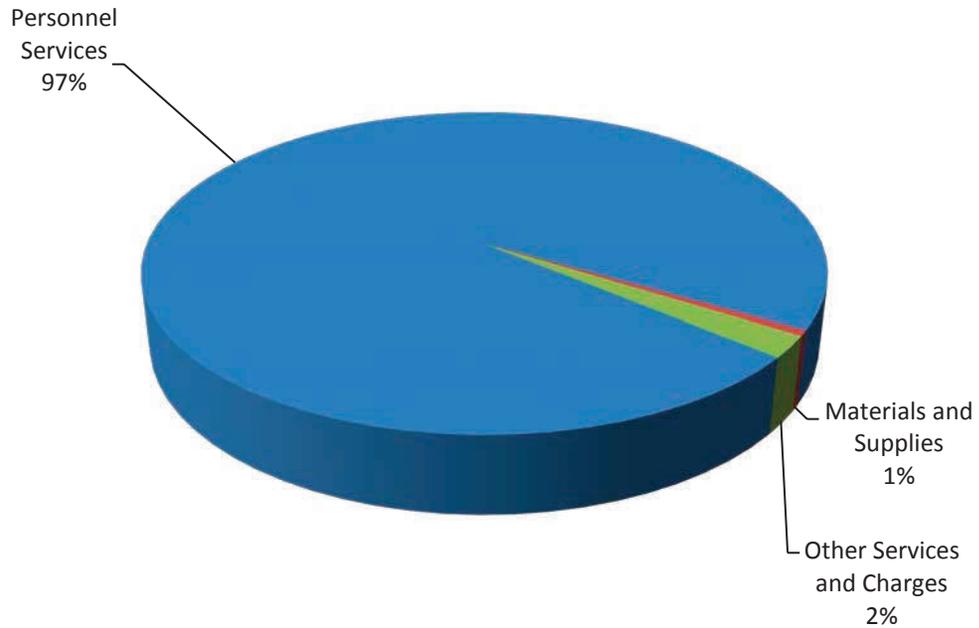
Administration

Staffing and Financial Summary
01-120

	2012 Authorized	2013 Authorized	2014 Authorized	2015 Authorized
Community Development Director	1	1	1	1
Administrative Assistant	1	1	1	1
	2	2	2	2

	2013 Actual	2014 Adjusted	2014 Estimated	2015 Adopted
Personnel Services	\$187,455	\$204,503	\$199,361	\$198,310
Materials and Supplies	\$707	\$1,108	\$1,050	\$1,108
Other Services and Charges	\$4,543	\$12,690	\$9,070	\$4,455
Capital Outlay	\$0	\$0	\$0	\$0
	\$192,704	\$218,301	\$209,481	\$203,873

Total 2015 Budget by Object



Community Development Planning

01-121

Core Business

- Provide research, analysis and reports on various land use and development applications to implement the Comprehensive Plan and other adopted land use policies
- Provide direct assistance to citizens, businesses, developers and other departments and agencies in all aspects of land use development
- Develop zoning code amendments to reflect changing land use policy
- Serve as staff liaison to City Council, Planning Commission and Board of Adjustment
- Review and approve building permits for compliance with the zoning and development code and other design standards

2014 Strategic Accomplishments

- Modified land use case processing procedures to support sustainability efforts
- Researched, drafted and received City Council approval of substantial modifications to the Subdivision Regulations
- Assisted with implementation steps for the 38th Avenue Subarea Plan
- Managed a heavy land use case load without delayed review times
- Reviewed building permits without delay in review times, and expanded over the counter permit reviews
- Participated in a Code Enforcement task force to determine recommendations to City Council for increased activity

2015 Strategic Priorities

- Review, research and propose modifications to the City's sign code
- Review, research and propose adoption of accessory dwelling unit regulations
- Review, research and propose modifications to the City's commercial mobile radio services regulations
- Participate in implementation of increased code enforcement activity
- Continue to manage a heavy land use case load maintaining established review times

Planning

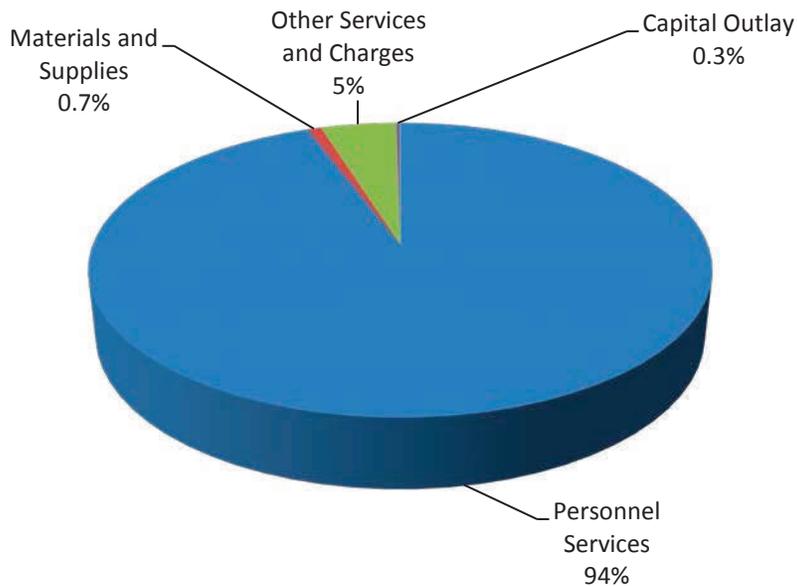
Staffing and Financial Summary

01-121

	2012 Authorized	2013 Authorized	2014 Authorized	2015 Authorized
Senior Planner	1	1	1	1
Planner II	1	1	1	1
Planner I	1	1	1	1
	3	3	3	3

	2013 Actual	2014 Adjusted	2014 Estimated	2015 Adopted
Personnel Services	\$196,598	\$200,449	\$200,449	\$199,363
Materials and Supplies	\$1,404	\$2,125	\$1,723	\$1,735
Other Services and Charges	\$6,458	\$7,463	\$6,729	\$9,814
Capital Outlay	\$0	\$0	\$0	\$500
	\$204,461	\$210,037	\$208,901	\$211,412

Total 2015 Budget by Object



Community Development Building

01-122

Core Business

- Issue building permits and license contractors for residential and commercial construction throughout the City
- Review plans and documents to ensure compliance with adopted codes
- Conduct construction field inspections for conformance with approved plans and documents
- Coordinate and manage an inspection program for elevators within the City
- Process and respond to property maintenance code-related complaints
- Provide property-related information and consultation to current and proposed businesses related to alteration, expansion and relocation throughout the City

2014 Strategic Accomplishments

- Adopted the 2012 versions of International Codes and the 2014 National Electrical Code
- Established and published standardized timeframes for processing permit applications and completing plan reviews
- Revised and published all informational handouts to reflect adopted code changes
- Accepted, reviewed and issued a record number of applications for building permits

2015 Strategic Priorities

- Implement the 2012 versions of the International Codes and 2014 National Electrical Code
- Expand web-based access to permitting and inspection software to the public
- Increase coordination with and involvement in code enforcement efforts by other departments and divisions
- Improve and expand building permit tracking mechanisms to ensure excellent customer service

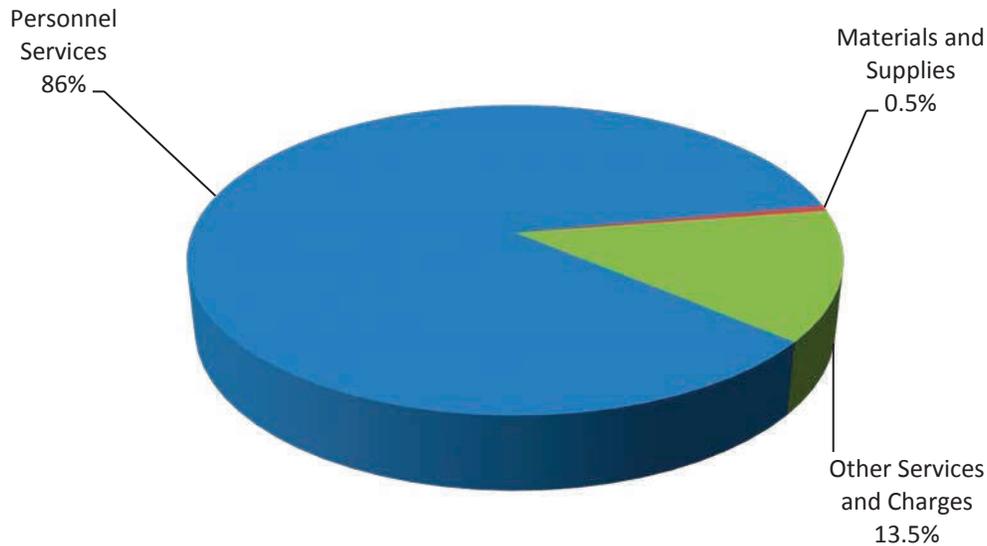
Building

Staffing and Financial Summary
01-122

	2012 Authorized	2013 Authorized	2014 Authorized	2015 Authorized
Chief Building Official	1	1	1	1
Plans Examiner/Inspector	1	1	1	2
Combination Inspector	1	1	2	1
Property Inspector	0	0	0	0
Senior Permit Technician	0	0	0	1
Permit Technician	1	1	1	1
Total	4	4	5	6

	2013 Actual	2014 Adjusted	2014 Estimated	2015 Adopted
Personnel Services	\$277,041	\$333,368	\$328,919	\$415,557
Materials and Supplies	\$2,190	\$2,700	\$2,500	\$2,600
Other Services and Charges	\$52,564	\$76,925	\$52,300	\$65,495
Capital Outlay	\$0	\$0	\$0	\$0
Total	\$331,796	\$412,993	\$383,719	\$483,652

Total 2015 Budget by Object



Community Development Long Range Planning

01-123

Core Business

- Manage the long range planning activities of the City to include preparation and updating of the comprehensive plan and subarea plans
- Implement recommendations of comprehensive plan and subarea plans
- Oversee activities and projects of the Wheat Ridge Housing Authority (WRHA)
- Oversee application and expenditure of Community Development Block Grant (CDBG) funds and represent the City on the Community Development Advisory Board
- Participate in special projects related to transportation planning and other regional planning activities

2014 Strategic Accomplishments

- Managed the EPA Brownfields Assessment Grant to facilitate redevelopment of contaminated or potentially contaminated properties
- Rehabilitated and sold single family homes purchased by the WRHA
- Managed expenditure of Community Development Block Grant funds
- Managed expenditure of State Historic Fund preservation grant to complete historic assessment and prepare construction documents for Fruitdale School
- Determined future use for the Fruitdale School and identified prospective purchaser
- Worked with the project team for the Wadsworth Planning and Environmental Linkage (PEL) study

2015 Strategic Priorities

- Develop scope of work for Kipling Subarea Plan, participate in review and selection of consultant, and manage subarea planning process
- Continue implementation of the 38th Avenue Corridor Plan and Northwest Subarea Plan
- Develop strategic plan with and for the Wheat Ridge Housing Authority
- Continue participation on the Wadsworth PEL Project Team
- Manage federal EPA Brownfields grant in partnership with Economic Development Manager

Long Range Planning

Staffing and Financial Summary

01-123

	2012 Authorized	2013 Authorized	2014 Authorized	2015 Authorized
Senior Planner	1	1	1	1
	1	1	1	1

	2013 Actual	2014 Adjusted	2014 Estimated	2015 Adopted
Personnel Services	\$86,788	\$86,976	\$79,674	\$72,573
Materials and Supplies	\$97	\$0	\$0	\$2,272
Other Services and Charges	\$97,151	\$574,902	\$116,142	\$112,072
Capital Outlay	\$0	\$0	\$0	\$550
	\$184,036	\$661,878	\$195,816	\$187,467

Total 2015 Budget by Object

