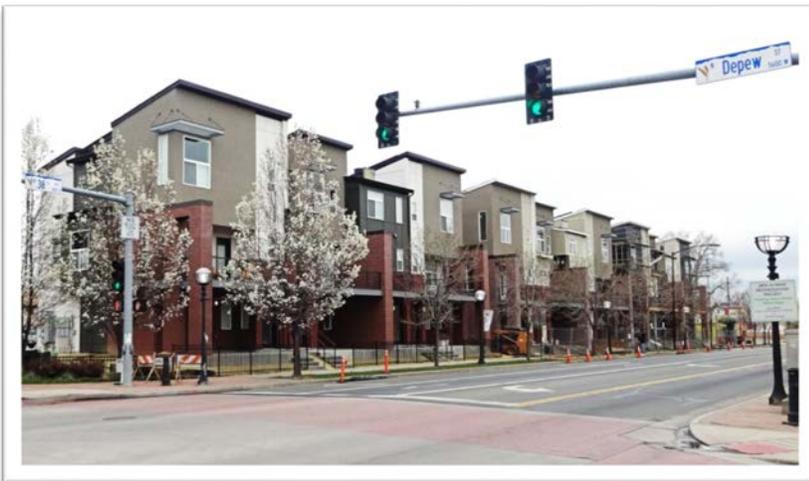


# Community Development

## 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.



New Perrin's Row Townhomes at 38<sup>th</sup> and Depew

### 2016 Budget Priorities

- Support 38<sup>th</sup> Avenue streetscape design process and implementation of 38th Avenue Corridor Plan
- Working through developer partner, begin redevelopment of Fruitdale School
- Expand web-based public access to building permitting and inspection information
- Facilitate redevelopment of priority sites across the City
- Extend office hours from 7 am to 5 pm
- Process land use entitlements for Clear Creek Crossing project
- Promote development opportunities at Ward Station



Ken Johnstone  
Community Development  
Director



Sprouts Market Grand Opening in the new Kipling Ridge Center

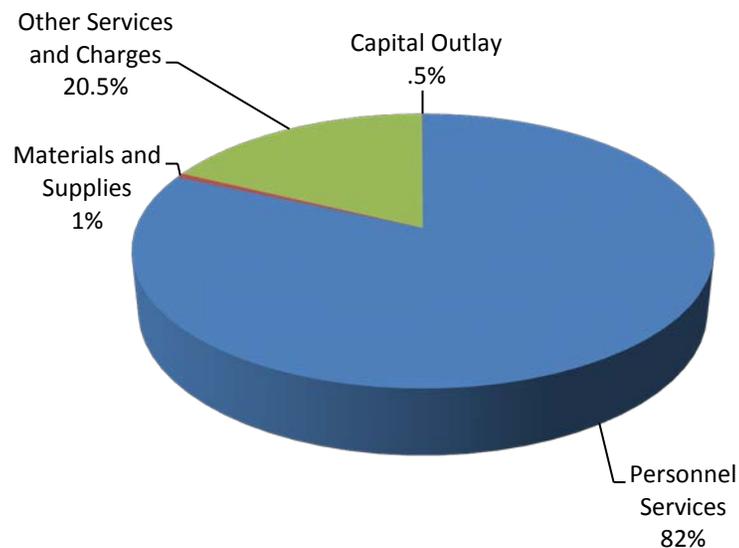
# Community Development

## Staffing and Financial Summary

	2013 Authorized	2014 Authorized	2015 Authorized	2016 Proposed
Administration	2	2	2	2
Planning	3	3	3	3
Building	4	4	4	4
Long Range Planning	1	1	1	1
	10	10	10	10

	2014 Actual	2015 Adjusted	2015 Estimated	2016 Proposed
Personnel Services	\$800,756	\$848,882	\$833,256	\$938,775
Materials and Supplies	\$4,278	\$5,565	\$5,505	\$6,093
Other Services and Charges	\$204,356	\$521,498	\$361,954	\$204,214
Capital Outlay	\$0	\$1,050	\$466	\$500
	\$1,009,390	\$1,376,995	\$1,201,181	\$1,149,582

**Total 2016 Budget by Object**

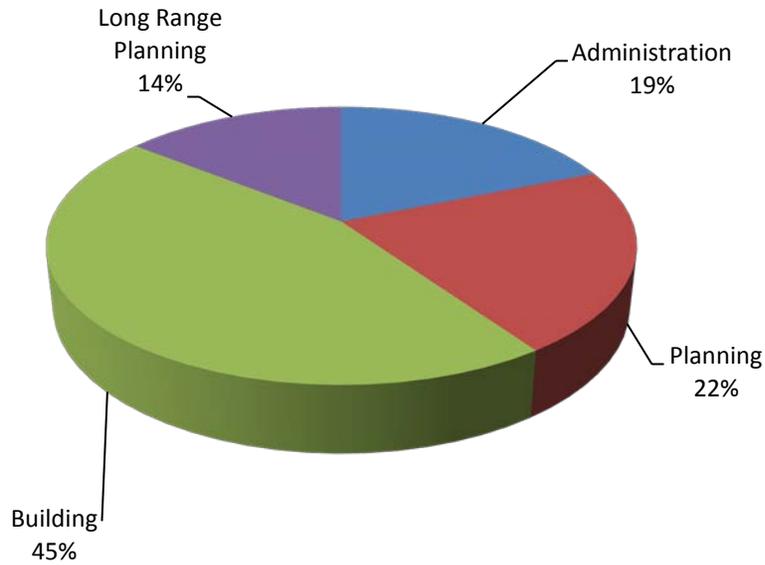


# Community Development

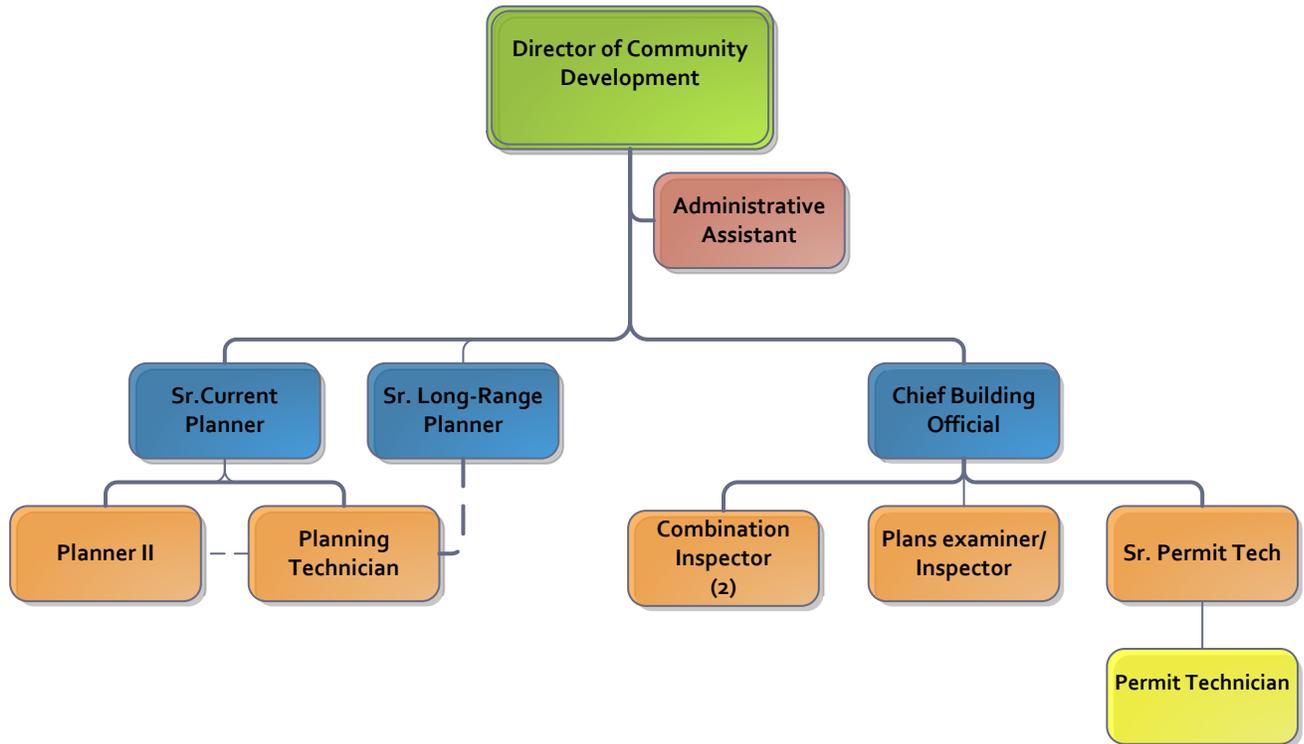
Total Budget by Program

	2014 Actual	2015 Adjusted	2015 Estimated	2016 Proposed
Administration	\$209,664	\$213,110	\$211,737	\$216,267
Planning	\$194,655	\$212,282	\$196,569	\$246,895
Building	\$407,330	\$507,182	\$507,182	\$521,605
Long Range Planning	\$197,741	\$444,421	\$285,693	\$164,815
<b>Total</b>	<b>\$1,009,390</b>	<b>\$1,376,995</b>	<b>\$1,201,181</b>	<b>\$1,149,582</b>

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 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

### 2015 Strategic Accomplishments

- Implemented upgrades to land use case file tracking database
- Actively participated in land use entitlement process and development agreement for major new commercial development at 38<sup>th</sup> and Wadsworth
- Provided staff support to initiate new public process to determine Community's vision for the future of the 38<sup>th</sup> Avenue streetscape
- Actively participated in the finalization of the Wadsworth PEL
- Promoted development opportunities surrounding Ward Road commuter rail station, including hosting Urban Land Institute Technical Advisory Panel

### 2016 Strategic Priorities

- Facilitate land use entitlements for Clear Creek Crossing development
- Provide support and leadership to for the new Chief Building Official to implement technological upgrades to the building permit and plan review functions
- Facilitate implementation of 38<sup>th</sup> Avenue Corridor Plan priorities, including new streetscape concept and private sector investment
- Seek out developer interest surrounding Ward Road commuter rail station
- Finalize development agreement to reuse the historic Fruitdale School and site

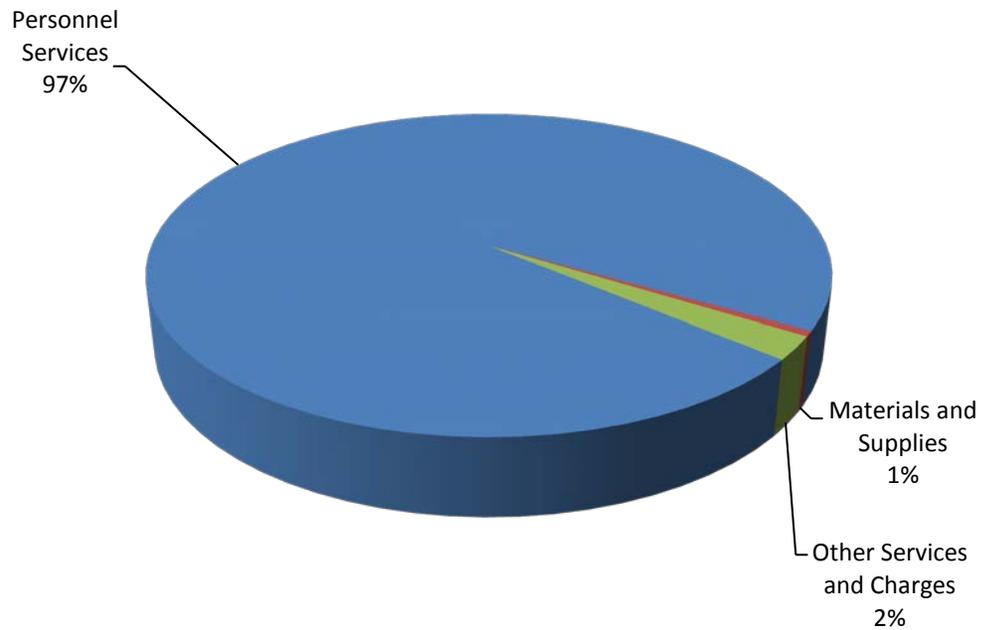
# Administration

Staffing and Financial Summary  
01-120

	2013 Authorized	2014 Authorized	2015 Authorized	2016 Proposed
Community Development Director	1	1	1	1
Administrative Assistant	1	1	1	1
	2	2	2	2

	2014 Actual	2015 Adjusted	2015 Estimated	2016 Proposed
Personnel Services	\$200,089	\$206,097	\$205,574	\$210,104
Materials and Supplies	\$546	\$1,108	\$1,108	\$1,108
Other Services and Charges	\$9,030	\$5,905	\$5,055	\$5,055
Capital Outlay	\$0	\$0	\$0	\$0
	\$209,664	\$213,110	\$211,737	\$216,267

**Total 2016 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, subarea plans and comprehensive plan amendments to reflect City's vision for the future
- 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 guiding documents

## 2015 Strategic Accomplishments

- Reviewed, researched and proposed modifications to the City's billboard code
- Reviewed, researched and proposed modification to the City's sign code
- Reviewed, researched and proposed adoption of accessory dwelling unit regulations
- Participated in increased code enforcement activity
- Managed a heavy land use case load with reduced staff without delayed review times
- Reviewed building permits without delay in review times, including expanded over-the-counter permit reviews

## 2016 Strategic Priorities

- Participate in code enforcement efforts including the TLC program
- Facilitate development through the timely review of building permits
- Manage a heavy land use case load maintaining established review times
- Review, research and propose modifications to various sections of the zoning and development code, including the City's commercial mobile radio services regulations
- Process land use entitlement applications for the Clear Creek Crossing project

# Planning

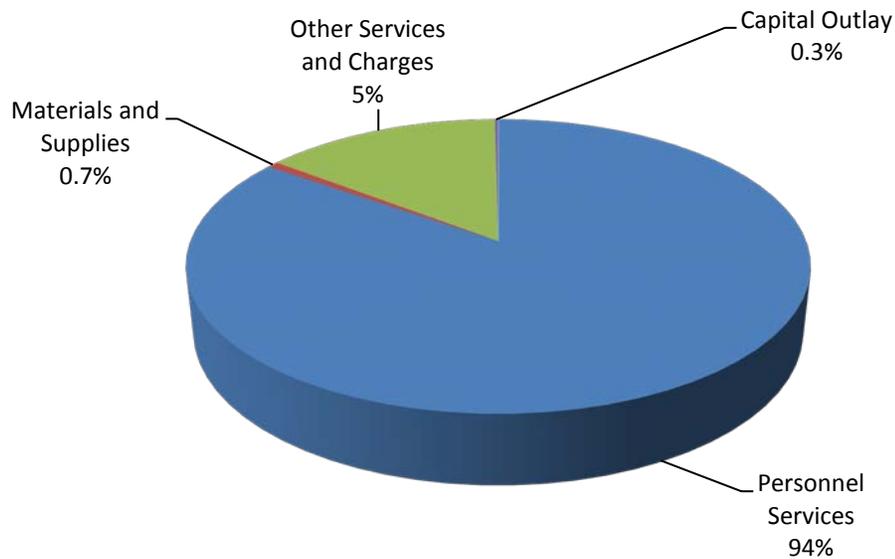
## Staffing and Financial Summary

01-121

	2013 Authorized	2014 Authorized	2015 Authorized	2016 Proposed
Senior Planner	1	1	1	1
Planner II	1	1	1	1
Planner I	1	1	0	0
Planning Technician	0	0	1	1
	3	3	3	3

	2014 Actual	2015 Adjusted	2015 Estimated	2016 Proposed
Personnel Services	\$188,951	\$199,363	\$184,260	\$209,086
Materials and Supplies	\$1,102	\$1,735	\$1,685	\$1,685
Other Services and Charges	\$4,602	\$10,684	\$10,624	\$35,624
Capital Outlay	\$0	\$500	\$0	\$500
	\$194,655	\$212,282	\$196,569	\$246,895

### Total 2016 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

## 2015 Strategic Accomplishments

- Implemented the 2012 versions of the International Codes and 2014 National Electrical Code
- Increased coordination with and involvement in code enforcement efforts by other departments and divisions, including the new Council-directed TLC program
- Maintained established plan review and inspection timeframes during a second consecutive record breaking year for building permit and inspection volume
- Increased volume of permits being issued over-the-counter through the Rapid Review program
- Implemented 11:59 pm cut off time for next day inspection requests

## 2016 Strategic Priorities

- Expand public access to web-based permitting, plan review and inspection
- Continue to partner with property owners and developers on the reuse and repurposing of existing buildings
- Extend business hours to 5 pm (currently 7 am-4 pm)
- Increase maximum amount allowed for credit card charges

# Building

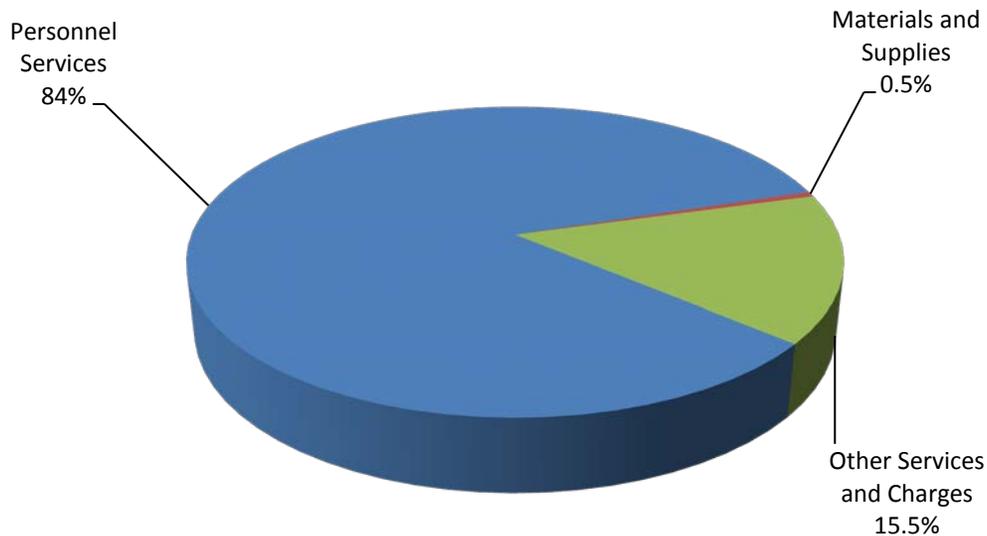
## Staffing and Financial Summary

01-122

	2013 Authorized	2014 Authorized	2015 Authorized	2016 Proposed
Chief Building Official	1	1	1	1
Plans Examiner/Inspector	1	1	2	2
Combination Inspector	1	2	1	1
Property Inspector	0	0	0	0
Senior Permit Technician	0	0	1	1
Permit Technician	1	1	1	1
	4	5	6	6

	2014 Actual	2015 Adjusted	2015 Estimated	2016 Proposed
Personnel Services	\$330,417	\$362,357	\$362,357	\$438,520
Materials and Supplies	\$2,630	\$2,600	\$2,600	\$2,600
Other Services and Charges	\$74,283	\$142,225	\$142,225	\$80,485
Capital Outlay	\$0	\$0	\$0	\$0
	\$407,330	\$507,182	\$507,182	\$521,605

### Total 2016 Budget by Object



## Community Development Long Range Planning

01-123

### Core Business

- Manage the long range planning activities of the City to include preparing and updating 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

### 2015 Strategic Accomplishments

- Continued to implement the 38<sup>th</sup> Avenue Corridor Plan and Northwest Subarea Plan
- Developed strategic plan with and for the Wheat Ridge Housing Authority
- Participated on the Wadsworth PEL project team
- Managed federal EPA Brownfields grant in partnership with Economic Development Manager
- Completed final phase of a multi-year, single-family home rehab program using CDBG funds, resulting in two additional rehabbed and owner occupied homes

### 2016 Strategic Priorities

- Support 38<sup>th</sup> Avenue streetscape design process and continue to support implementation of the 38<sup>th</sup> Avenue Corridor Plan
- Support implementation of Northwest Subarea Plan and ULI technical advisory panel recommendations
- Work with prospective purchaser of Fruitdale School to determine appropriate uses and obtain necessary entitlements
- Work with the project team for the Wadsworth Environmental Assessment

# Long Range Planning

Staffing and Financial Summary

01-123

	2013 Authorized	2014 Authorized	2015 Authorized	2016 Proposed
Senior Planner	1	1	1	1
	1	1	1	1

	2014 Actual	2015 Adjusted	2015 Estimated	2016 Proposed
Personnel Services	\$81,300	\$81,065	\$81,065	\$81,065
Materials and Supplies	\$0	\$122	\$112	\$700
Other Services and Charges	\$116,441	\$362,684	\$204,050	\$83,050
Capital Outlay	\$0	\$550	\$466	\$0
	\$197,741	\$444,421	\$285,693	\$164,815

## Total 2016 Budget by Object

