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# *Council Newsletter*

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## CITY MANAGER'S NOTES March 5, 2015

### Upcoming Council Meetings

There is no Study Session scheduled, **Monday, March 9, 2015**. A majority of Council will be at the 2015 National League of Cities Conference in Washington, D.C.

City Council will meet **Monday, March 16, 2015**. The Study Session will begin at 6:00 p.m. in the Community Room. The Regular meeting will begin at 7:30 p.m. Sandwiches will be available at 5:30 p.m.

The next meeting will be **Monday, March 23, 2015**. The Study Session will begin at 6:00 p.m. in the Community Room.

### Informative Memoranda

The following are memoranda in response to City Council's requests, as well as other informational items.

1. News Release regarding Xcel Energy to begin tree clearing and pruning at Centennial Park and Brown Tee Golf Course in early March
2. New Release regarding community branding/marketing effort
3. The Villager article regarding Englewood Fire Department transition
4. Yourhub article regarding Police Department launches online reporting system and upcoming Englewood Arts concert
5. Letter of thanks from Freedom Service Dogs for the 2015 Aid to Other Agencies Donation.
6. Community Development Monthly Update – February 2015
7. Public Works Project Update
8. Calendar of Events
9. Tentative Study Session Topics
10. Minutes from the Water and Sewer Board meeting on January 13, 2015
11. Minutes from the Water and Sewer Board meeting on February 10, 2015
12. Minutes from the Water and Sewer Board telephone poll on February 12, 2015
13. Minutes from the Planning and Zoning Commission meeting on February 18, 2015



### News from the Parks and Recreation Department

#### **The Great Egg Scramble**

On Saturday, March 28, children (ages 1-8 years old) and their families are invited for an annual egg hunt with plastic eggs, candy and prizes. Gates open at 9:30am. at Miller Field, 3600 S. Elati (\$1 per child at the gate). The egg hunt starts promptly at 10am. In case of inclement weather, call the activities hotline at 303-762-2598 ex. 4. Postpone date will be Saturday, April 4.

### **Active Aging Expo Coming to Malley Senior Recreation Center**

Staff is planning an Active Aging Expo on Thursday, April 9 from 3-6pm. There will be 50 business exhibitors who will share information about their services with the attendees, including the Englewood Library and Police. Attendees will be able to gain more information from the business during the question and answer sessions. Instructors from the Englewood Recreation Department will be offering a variety of demos such as yoga, table tennis, line dance, computers and arts and crafts.

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**From:** Englewood Website Administrator  
**Sent:** Wednesday, March 04, 2015 5:31 PM  
**To:** Lindsay von Colditz  
**Subject:** City of Englewood, Colorado: Xcel Energy to begin tree clearing and pruning at Centennial Park and Broken Tee Golf Course in early March

Having trouble viewing this email? [Click Here.](#)

## **Xcel Energy to begin tree clearing and pruning at Centennial Park and Broken Tee Golf Course in early March**

Post Date: 03/04/2015 5:20 PM

The City of Englewood has been notified by Xcel Energy that work will begin mid-week next week on Xcel's "transmission vegetation management" program, which will involve pruning and removal of some trees near Xcel's transmission line structures. The impacted areas include Englewood's Centennial Park and Broken Tee Englewood Golf Course.

The notice received today from Xcel Energy is posted below. Residents with questions or concerns about Xcel Energy's transmission right of way vegetation management program can call 1-800-895-4999 or the contractor listed in the notice below.

### **Xcel Energy pruning, removing trees March - Early May**

Xcel Energy's contractor, Wright Tree Service Inc., will be doing routine transmission vegetation management work on the Broken Tree Golf Course from early March through early May along transmission lines that run in the 4000 S. Clay Street area.

Crews will be removing incompatible trees from within Xcel Energy's legal easement and pruning trees outside of the easement for these lines. This work will put the company in compliance to meet state and federal agencies expectations to continually provide safe, reliable electric service at a state and national level. During the maintenance work, brush and debris will be hauled off site, but wood will be left on site in manageable lengths.

If you have questions or concerns, please contact Francisco Martinez with Wright Tree Service at 303-803-6225.

To learn more about Xcel Energy's transmission vegetation management program, please see the "Transmission Right of Way Tree Clearing and Maintenance" pamphlet at: [www.xcelenergy.com/staticfiles/xcel/Corporate/Corporate%20PDFs/Transmission\\_Brochure.pdf](http://www.xcelenergy.com/staticfiles/xcel/Corporate/Corporate%20PDFs/Transmission_Brochure.pdf)

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## City to conduct community branding/marketing effort

**Post Date:**

03/04/2015 3:18 PM

During its study session on Monday, March 2, 2015, Englewood City Council gave thumbs-up approval for staff to proceed with a community branding and marketing effort. The City will issue a Request for Proposals for the Community Branding/Marketing Project on Friday, March 6, 2015, and hopes to engage a professional marketing/branding/design firm by early May.

The City of Englewood's new mission statement (to promote and ensure a high quality of life, economic vitality, and a uniquely desirable community identity) helps set the stage for a branding effort. With an update of Englewood's Comprehensive Plan ([Englewood Forward](#)) under way, the timing is advantageous to undertake the project while community engagement is high. Many of the findings revealed through the Englewood Forward public input process will serve as a starting point for researching and developing a new brand identity.

From the 2014 Englewood [Citizen Survey results](#), and from citizen input received through the Englewood Forward process, it is clear that many residents are looking for an updated community identity.

The branding project will involve input from key stakeholders throughout the community and the City will be seeking broad input from residents and businesses. Keep an eye on upcoming issues of the [Englewood Citizen](#) newsletter for details, and more information will also be available on the City's website as details of the process unfold.

[Return to full list >>](#)

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8:11:12

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**ADVERTISING**

## Englewood in 'fire drill' transition to Denver

on: February 25, 2015



(http://www.villagerpublishing.com/wp-content/uploads/2015/02/DSC5715.jpg)

**Englewood City Council deliberates on the future of its fire and rescue department.**

### City scrambles to meet June 1 deadline

By Tom Barry

On Feb. 17, after much discussion and controversy, the Englewood City Council voted to authorize its city manager to formulate a contract with the Denver Fire Department and Denver Health to provide fire and safety services.

Most of the city's firefighters and many citizens dashed out of the meeting as if they were going to a fire as soon as Mayor Randy Perna announced a consensus. A majority of the observers were disgruntled and had wanted to retain Englewood's stand-alone fire department.

"Denver is now announcing that they want transition over those employees by June 1, which is significantly more quickly being done than I initially anticipated," City Manager Eric Keck said. "As such, we are now working backward from that June 1 deadline to create a timeline for critical milestones that need to be completed. Clearly, one of those would be taking a contract forward to the council for their consideration."



(http://www.villagerpublishing.com/wp-content/uploads/2015/02/DSC5763.jpg)

**Englewood Mayor Pro Tem Linda Olson discusses studies and research related to the city's fire department as Council member Jill Wilson listens.**



**Greenwood Village** NOW

Mar05 06:12

Humidity 41% **15°F**  
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- FRI** Mar06 Sky Is Clear ☀️
- SAT** Mar07 Sky Is Clear ☀️
- SUN** Mar08 Sky Is Clear ☀️

**RECENT POSTS**

Keck said each Englewood firefighter and staff member would be meeting with both cities' human-resource departments.

"We are actually going to get down to the brass tacks of the pay differential," he said. "We need to now sit down together and look at each individual firefighter and paramedic and where they are in the grand scheme of things with Englewood today and where they would be in Denver."

The 104-year-old Englewood department would continue to serve the community during the transition period if the majority of council members approve the final contract with Denver.

"It just accelerates, if anything, the timeline for all the work that needs to be done to complete a contract and deal with these transitional items," Keck said.

The former business executive is aware that discontented residents may place a bond issue on the November ballot, a prospect that would open yet another can of worms for the financially strapped suburban community.

An abundant amount of issues remain to be addressed by Keck and Mike Flaherty, the assistant city manager, and the command staff of the fire department. Over the next six-plus weeks, Englewood's management team will be hustling to get all of its ducks in a row.

- > 2015 Denver Debutante Ball honorees, moms mingle at tea (<http://www.villagerpublishing.com/news/2015-denver-debutante-ball-honorees-moms-mingle-at-tea/>)
- > Summer charity events need corporate sponsors (<http://www.villagerpublishing.com/story/englewood-summer-charity-events-need-corporate-sponsors/>)
- > Denver metro luxury home sales up in January (<http://www.villagerpublishing.com/71772/>)
- > OBITUARIES: March 8, 2015 (<http://www.villagerpublishing.com/obituaries-march-8-2015/>)
- > In the 'Groove' of education (<http://www.villagerpublishing.com/in-the-groove-of-education/>)
- > NJH 'Wickedly' Beaux Arts Ball beats snowstorm (<http://www.villagerpublishing.com/nj-h-wickedly-beaux-arts-ball-beats-snowstorm/>)
- > 'The Villager' wins 18 awards (<http://www.villagerpublishing.com/the-villager-wins-18-awards/>)
- > Park Meadows hosts PGJ Denver for merchandising tips and tricks (<http://www.villagerpublishing.com/park-meadows-hosts-pgj-denver-for-merchandising-tips-and-tricks/>)
- > OAP hosts 'Forum' at Comedy Works South for collegiate scholarship (<http://www.villagerpublishing.com/oap-hosts-forum-at-comedy-works-south-for-collegiate-scholarship/>)
- > Project C.U.R.E.'s Jackson shares experience, leadership with Opportunity Coalition (<http://www.villagerpublishing.com/project-c-u-r-e-jackson-shares-experience-leadership-with-opportunity-coalition/>)



<http://www.villagerpublishing.com/wp-content/uploads/2015/07/DSC5677.jpg>

**Englewood City Manager Eric Keck addresses City Council on the city's fire department issue.**

"To be honest with you, there is a lot of work that has to be done," Keck said. "From a technology standpoint, we need to get the dispatch piece taken care of while we are making the connectivity from Englewood public-safety access point to Denver Fire, Denver Health, [their] 911 center, so they can be prepared to take calls. We are probably looking still at early April to have a contract."

Council could tentatively anticipate receiving the initial contract on or before Tuesday, April 7. A study session could happen the following week. A first reading of a resolution to approve a final agreement could come April 20. Further public comment is expected.

"We are just trying to follow the council's direction and work diligently on bringing them back a contract in a timely fashion," Keck said.





## ENGLEWOOD

**Police department launches online reporting system.** Englewood residents can now submit police reports anytime, thanks to a new online reporting system.

The Englewood Police Department has launched a new system to help make it more convenient for residents to file and retrieve reports for minor incidents like property damage, lost property, telephone harassment, thefts and crime tips. People can also submit supplements to previously-filed reports.

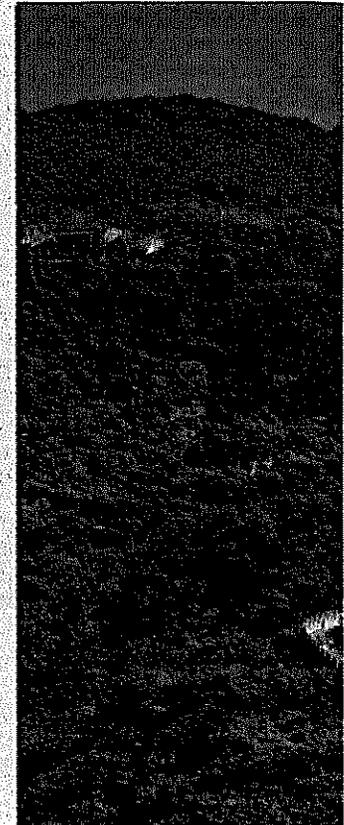
The system cannot be used to report emergencies or serious crimes. The online system should not be used if you have suspect information or suspect vehicle information, if there was a witness to the crime, if a person was injured or if city of Englewood property was involved.

The system also allows people to print a copy of their police report without having to visit the police department in person.

To access the system or for more information, go to "Online Police Reports" at [englewoodgov.org/police](http://englewoodgov.org/police).

City of Englewood

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## Featured Event

### Friday 6

**Englewood Arts concert.** Alfredo Muro, a Latin guitarist who plays folk, jazz, Brazilian and classical music of South America, is the next musician in Englewood Arts' Starlight Rhythms concert series. He'll perform at 7:30 p.m. in Hampden Hall at the Englewood Civic Center, 1000 Englewood Parkway. Tickets are \$15 for general admission, \$12 for seniors and free for ages 18 and younger. Tickets are available at the box office one hour prior to the show. Go to [englewoodarts.org](http://englewoodarts.org) to learn more.

### Sunday 8

**Adam's Camp Hoops for Hope.** This day of fun for kids of all ages benefits Adam's Camp, which offers therapeutic and adventure programs for special

*yourHub*  
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March 2, 2015

City of Englewood  
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Dear Friends,

Thank you for your generous donation of 3 Freedom Service Dog graduations for 4 hours each in Hampden Hall on 2/23/2015. Your gift allows us to continue our unique mission: rescuing dogs and custom training them to be service dogs for people living with disabilities.

By choosing to support Freedom Service Dogs, you are not only rescuing dogs, but you are also helping children and adults living with disabilities such as autism, multiple sclerosis, military veterans suffering from Post Traumatic Stress Disorder (PTSD) and Traumatic Brain Injury (TBI).

We promise to put your gift to work immediately. Last year alone, our community of supporters allowed us to:

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Thank you again for your generosity.

Sincerely,

**Sharan Wilson**  
Executive Director  
Freedom Service Dogs, Inc.



Freedom Service Dogs, Inc. is tax exempt nonprofit organization under 501(c)(3) of the Internal Revenue Code. Please save this letter as a receipt for your charitable donation. No goods or services were exchanged for this gift.

# COMMUNITY DEVELOPMENT MONTHLY UPDATE

## February 2015

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### DEVELOPMENT PROJECTS

- *Rocky Mountain Veterinary Neurology (3550 South Inca)*
  - Construction continues.
  
- *Shriner Residences (Floyd and Logan)*

Project: Two dwelling units in the existing Shrine Club building with detached garages and one accessory dwelling unit; two new single family homes with detached garages and two accessory dwelling units; Reconstruction of the existing single family home at 3265 South Logan Street

  - City Council approved the PUD request on June 16, 2014.
  - A Building Permit has been issued for reconstructing and adding on to the existing house at 3265 South Logan Street.
  - A Building Permit has been issued to convert the existing Shrine Club building into two dwelling units.
  
- *Alta Cherry Hills (Broadway and Kenyon)*

Project: 306 luxury apartment complex

  - Construction continues.
  - Leasing is expected to commence in Summer 2015.
  
- *General Iron Works (Bates and Galapago)*
  - Master plan being developed for entire property to include apartments, townhouses, and flex/shared office space.
  
- *Hill Top Motel (3800 South Broadway)*
  - The new owners attended a December 2<sup>nd</sup> DRT meeting. The proposed project refurbishes the existing buildings into office/retail and an indoor/outdoor coffee shop.
  - **The property owner is taking a “wait and see” approach to determine best use based on the demand from Alta Cherry Hills. Staff continues to forward viable prospective businesses to the property owner.**
  
- *Kent Place (University and Hampden)*

Project: 300 for-lease residential units; 48,175 square feet of retail/commercial

  - The commercial and retail space is 100% leased.
  - Construction continues on the residential portion of the project on 300 residential units.
  - In September 2014, a Temporary Certificate of Occupancy (TCO) was issued for the Building B Parking and Floors 2 -5.
  - In October 2014, a TCO was issued for the Building A underground parking garage.
  - In November 2014, a TCO was issued for Building A levels 2 through 4.
  - In December 2014, a TCO was issued for Building A level 5.
  - **In January 2015, a TCO was issued for Unit 504 and the 2nd level A deck.**

- *Lone Star Trust (NE Corner of Clarkson and US 285)*
  - A grantor for the trust is interested in constructing a 6,000 square foot medical office building (3,000 sf/story).
  - Staff has also been approached about mini-storage on the site, which would require rezoning the property.
  - The previous developer for an assisted living/memory care facility has expressed interest in moving forward with that project.
  - **Lone Star Trust representatives submitted plans for review at the March 10 DRT.**
  
- *Traditions (3500 South Sherman)*  
 Project: 180 units of senior affordable housing
  - A property combination application submitted January 2, 2015 is under review.
  - A building permit has been approved for the 180 unit project.
  
- *Martin Plastics (Oxford and Navajo)*  
 Project: A maximum of 252 residential units
  - Applicant submitted an application to revise the PUD site plan, which now shows the existing bow-truss building remaining. Developer now has an investment partner and is requesting an assignment of the Redevelopment Assistance Agreement.
  - **Assignment of the Redevelopment Assistance Agreement was approved on February 17, 2015.**
  
- *Chick-Fil-A (Broadway and Dartmouth)*  
 Project: Redevelopment to a restaurant
  - Demolition is complete. According to the project manager representing Chick-Fil-A, construction will commence in August of 2015 with an opening in January 2016.
  - An architect representing Chick-Fil-A contacted staff regarding minor changes to the site plan. The changes were approved administratively.
  - A site selection consultant contacted staff about tax credits through the Arapahoe County Enterprise Zone. Chick-Fil-A representatives confirmed an August timeframe to start construction, with a projected opening date of July 2016.
  
- *LIV Apartments (201 Englewood Parkway)*  
 Project: 28 apartments and two live-work units
  - Demolition of the former Scientology Building is complete.
  - A building permit has been issued. Construction is underway.
  
- *Rafferty Gardens (300 West Lehow)*  
 Project: 60 Market-Rate Apartments in 2 three-story buildings; 4.15 acres
  - DRT meeting with applicant was held on June 3, 2014. Applicant is currently working with architect and civil engineer to resolve issue regarding the floodplain/way.

- *Bally's Site (Northwest corner of Jefferson and Clarkson)*
  - Evergreen Development submitted plans for a retail use to be reviewed at the December 9, 2014 DRT meeting.
  - Staff met with the contractors of the Swedish Medical Center, who will use this site for construction staging during the construction of the Swedish expansion project.
  - A developer representing Rite Aid Pharmacy expressed an interest in this property.
  - **A DRT meeting with the applicant was held on February 17, 2015. Applicant is currently working with architect and civil engineer to resolve site planning issues.**
  
- *5098 Retail Center (5098 South Federal Blvd.)*  
Project: 5,000 square feet of retail
  - The property owner has submitted a preliminary plan for a 5,000 square foot retail redevelopment.
  
- *Greenwood Pointe Apartments (5312 South Broadway Circle)*  
Project: New recreation center and apartment building
  - The owner and design team has met with the DRT team twice. This property is currently a PD, they are weighing the idea of vacating the PD. The underlying zone is MU-R-3-B.
  - **A neighborhood meeting to discuss vacating the PD was held on February 25, 2015.**
  
- *Englewood Estates (1210 West Quincy Circle)*  
Project: PUD for seven, detached residential units
  - Owners have contacted staff regarding constructing the project under the current PUD.
  - A permit to construct the streets and utility infrastructure is under review.

## **BOARDS & COMMISSIONS**

- *Alliance for Commerce in Englewood –February Meeting Actions*
  - **ACE discussed priorities, including Business Retention and Attraction and subcommittees on the following topics:**
    - **Business Survey**
    - **Marketing Image of Englewood**
    - **Gateways Signs**
  
- *Board of Adjustment and Appeals*
  - A variance to the Bulk Plane requirements was granted for new construction of two attached homes at 2709 South Sherman Street.
  
- *Keep Englewood Beautiful*
  - At the December 15<sup>th</sup> Council meeting, Council reduced the members from 15 to 9, and reduced the required meetings to a minimum of one per quarter.

- *Planning & Zoning Commission*
  - Goals, UDC updates and major projects were prioritized during the December 2, 2014 Commission meeting. Commission goals and priorities for 2015 include Accessory Dwelling Units, Ground Floor Commercial in Multifamily Residential Buildings, Setback Exemptions for Drive-Thru Uses and Parking Requirements.
- *Englewood Urban Renewal Authority*
  - The Authority approved their 2015 Budget at the December 4, 2014 meeting.

## COUNCIL REQUESTS

- CR 15-001: CFAHS Sign Brightness Level Concerns
- CR 15-006: Martin Plastics Commercial Activity Follow-up
- CR 15-007: 3801 South Clarkson Sign Code Inquiry
- CR 15-012: Economic Development Incentive Inquiry
- CR 15-020: 3029 South Logan Roof Permit
- CR 15-019: Legislation Budget Increase Inquiry
- **CR 15-036: Dartmouth Neighborhood Bike Path Concern**
- **CR 15-037: Brew on Broadway Special Event**

## HOUSING

- *Rehab*
  - Under Construction  
4896 South Delaware Street  
3686 South Fox Street

## SPECIAL PROJECTS

- *Englewood Forward*
  - The Comprehensive Plan team conducted a Joint City Council/Planning and Zoning Commission Work Session on January 26, 2015 from 6:00 pm to 7:30 pm. The purpose of this first joint work session is to collaboratively: explain global planning trends, describe metrics for measuring success of the community, and refine vision statements and opportunities by character districts to achieve the vision.
  - Next Steps Study Technical Committee Meeting(government agency and city staff) was held on January 22, 2015
  - The next Englewood Forward joint public meeting is scheduled for February 11, 2015.
  - A Next Steps Study developer forum has been scheduled for February 20 to assess the development potential for various sites along the light rail corridor.
  - Next Steps Advisory Committee Meeting (Councils, Commissions) is scheduled for February 25, 2015. Walk and Wheel status report will follow.
  - **Comprehensive Plan neighborhood meetings logistics are currently being explored by staff.**
  - **The third all project meeting is expected to take place in May.**

- *Broadway/Acoma Lofts*  
Project: 110 residential units; 15,000 retail/commercial space; surface parking
  - A revised parking plan with a minimum of 170 and maximum of 190 spaces was approved by EURA. In addition, approximately 35 on-street spaces would be available on Acoma Street. Medici is assembling their application materials for submission to CHFA in January 2015 for housing tax credits. A second Amended Option Agreement was executed on December 31, 2014.
  - The EURA Board voted unanimously at a their meeting on January 14, 2015 to restructure the deal with Medici to require less payment for the land at closing, and to provide a 16-year note for the remainder of the purchase price. A third Amended Sale and Option Agreement was executed by the Authority. Medici has submitted its application for tax credits to CHFA.

## **ZONING**

- *PUD Process Amendment*
  - Adopted on second reading on January 20, 2015.
- *Bulk Plane Amendments*
  - Adopted on second reading on February 2, 2015.
- *Minimum Lot Width Clarification for Multi-Unit Dwellings in the MU-R-3-B and MU-R-3-C Zone Districts*
  - Adopted on second reading on January 20, 2015.
- *Transit Station Area Zoning Regulations*
  - Staff is working with the Planning and Zoning Commission to revise Transit Station Area (TSA) zoning regulations that will eventually be adopted for portions of the Englewood Light Rail Corridor.
- *Accessory Dwelling Unit Regulations*
  - Staff is working with Planning and Zoning Commission to explore regulations allowing accessory dwelling units.

## **ART SHUTTLE**

- Two proposals to the Art Shuttle RFP were received. The respondents were MV Transportation, Inc. and Western Parking Management. Staff recommends that the contract be awarded to the lowest responsible proposer, MV Transportation Inc.

## **BUSINESS NEWS**

- *Arapahoe County Enterprise Zone*
  - Staff is working with OEDIT to recertify the two contribution projects so they can continue to receive the benefits of tax credits for donations. Those projects are: House of Hope and Craig Hospital.
  - Grant reimbursement request was submitted to cover staff time associated with 2014 Enterprise Zone administration.
  - The Arapahoe County Enterprise Zone received an application from Denver Seminary, located in the City of Littleton, to become a qualified contribution

project. The application will be presented to the State's Economic Development Commission in March for consideration.

- o **2014 Administrative Grant submitted to OEDIT for reimbursement of staff time in the amount of \$16,300.**

- *Commercial Catalyst Program*

Medical Office Building	3555 S Lafayette	Construction	Façade and signage
Breakfast Queen II	3460 S Broadway	Complete	Façade & Interior
Medical Office	180 E Hampden	Complete	Facade
Paradise Baggage	4442 S Broadway	<b>Construction</b>	Façade and Signage
Miyako Restaurant	2950 S Broadway	<b>Construction</b>	Interior Improvements
<b>303 Hair Salon</b>	<b>3147 S Broadway</b>	<b>Approved</b>	<b>Interior and Façade</b>
<b>TBD Restaurant</b>	<b>501 W Hampden</b>	<b>Application</b>	<b>Interior and Façade</b>

- *Other Business Activities (New! Business activity news is now organized by the Sales Tax Areas used in the Monthly Financial Reports)*

**AREA 1**

- o 750 West Hampden (Omni Development) - Staff met with the owner of this property about tenant or redevelopment ideas, including possible redevelopment at CityCenter.
- o 501 West Hampden (formerly Bank of the West) – The property is under new ownership. The project involves a bank and one quick serve restaurant with a patio. The developer has identified prospective restaurant tenants and has a letter of intent (LOI) from a restaurant user. A core and shell building permit application has been submitted. Demolition of the existing drive through bays is complete.
- o CityCenter Englewood
  - A short-term lease has been negotiated for the vacant Quizno's space. Mr. Brad Nixon will use the space as a commissary for his coffee supply operation.
- o 180 East Hampden – The property is under new ownership. Two new tenants have leased space in the building; one is an ophthalmologist, the other is an OBGYN. Approved Commercial Catalyst grant for exterior renovations. Façade renovation and interior remodel are nearing completion. One small tenant space remains available.
- o 333 West Hampden Avenue, Chase Bank – A 5,000sf pad site is being considered for construction at the Chase Bank property. This pad site would be adjacent to US 285 and S. Elati Street. Developer indicates that this will be a second quarter 2015 project.
- o Karcher Industries has a production facility at 1351 West Stanford and a front office facility at 750 West Hampden. Staff confirmed that Karcher will relocate the corporate headquarters to the Denver Tech Center. This move was motivated by the desire for Class A office space. The move will translate into the loss of approximately 300 jobs. Staff confirmed that the production facility at 1351 West Stanford will remain operational and production jobs will remain in Englewood.

## AREA 2

- 2749 South Broadway – Plans have not been submitted, but the business owner stated that the intended use is a barbeque restaurant / bar. A Commercial Catalyst grant application is under review. The alternative parking plan has been approved, allowing for this contract to proceed. The owner has applied for a liquor license and building permit. **The property owner has resolved code matters with Building and Fire and now plans to proceed with construction pending approval of revised building plans.**
- Tocabe American Indian Restaurant owners are no longer considering 2950 South Broadway due to limited visibility, but are open to considering other viable site options. Staff has provided 2 alternate sites for consideration.
- 65 West Floyd – The owner has undertaken a major remodeling of this building. The distillery (Devils Head Distillery) has signed a lease for 3,000 square feet of space. The Distillery was recently approved as a conditional use. Tenant finish plans have been submitted and are currently being reviewed. A second distillery is seeking space in this building. The architect for this project was also involved in the Taxi Development in RiNo.
- 3398 South Broadway, Catholic Store – Staff met with the owner of the building. The property is currently fully leased with the new tenant “Vapes.” While a business license has not been submitted we understand that this business will sell vapor cigarettes.
- 3421 and 3427 South Broadway, OddFellows building – Olde Town Group, LLC recently purchased the OddFellows building and the adjacent building immediately south. Olde Town Group has a history of rehabilitation and adaptive re-use of historic buildings, with a focus on historic preservation. One of the principals, Deborah Andrews, has received a number of awards for innovative restoration of historic buildings. Staff had been working with Olde Town Group to find a suitable property on Broadway with historic appeal.
- 3431 and 3435 South Broadway - Staff is working with the two tenants in the building next to the Odd Fellows building, Alexander Furs and Outdoorsman’s Attic, which have received a 90-day notice of lease termination. Staff has met with tenants about alternate locations in Englewood, through a tenant retention visitation initiative.
- El Tepehuan will move to its new location at 3495 South Broadway (formerly The Saigon Palace) in approximately June 2015. El Tepehuan is initiating the planning for the design and layout of 3495 South Broadway. Interior and exterior renovations to the property are planned. Staff has not received a preliminary plan. **The owners of El Tepehuan are seeking financing to construct a roof top patio.**
- 3457 South Broadway – The owners of the El-Tepehuan property will likely seek a restaurant tenant. Staff is working with the broker and property owner to encourage outside seating using the adjacent paseo, creating additional street activity. Staff has contacted several restaurants with information about the availability of this building for lease. A restaurateur is seeking to lease the

space for a hamburger and sandwich style restaurant. Preliminary discussions involve using a portion of the paseo for patron seating.

### **AREA 3**

- 2950 South Broadway - An Asian/Ramen restaurant is seeking tenant space at this location. The entrepreneur is seeking a liquor license and is currently working through this process. Lease signed and construction is underway.
- 3999 South Broadway - A wine and tapas bar will open in the space formerly occupied by Jasmine Restaurant. Plans include an outside patio with fireplace. The Wine and Tapas Bar is scheduled to open early 2015. Staff is talking to the property owner about putting a small gallery in the space vacated by Molly's Closet.
- 5000 South Broadway, Landmark Lincoln - Façade renovations are underway.
- Kaladi's Coffee is interested in purchasing a property on South Broadway to serve as a roasting, distribution and coffee house (retail sales) facility. The owners of Kaladi's Coffee put an offer in on 4345 South Broadway to purchase the property, but another offer was accepted. Staff and the owners of Kaladi's Coffee are seeking other opportunities on Broadway for this high-profile coffee retailer / roaster. **Staff continues to put forward site ideas for consideration.**
- 4442 South Broadway - Paradise Baggage, the owner of Paradise Pen Company, have purchased the property. The business owner wanted the easy access and high visibility offered by locating on the South Broadway commercial corridor. This property is new construction, but was not occupied. A catalyst grant has been approved for signage and façade improvements.
- 5095 South Broadway (former World Savings Bank) - The property recently sold to the owners of Williams Jewelers. At this time, plans for the reuse or demolition of the structure have not been disclosed.
- **3427 South Lincoln - DRT application reviewed for a potential brewery. This start-up brewery would lease and occupy the vacant building, including the 7,000 s.f. basement.**

### **AREA 6**

- 2520 South Raritan, Red Bird Farms - A \$2.5 million dollar expansion of its cold storage facility is being planned. The building permit has been submitted but has not been approved.
- FiberTech, Inc., a Texas based company, expanded to Englewood adding 90 employees. The company is leasing space at 1972 West Iliff Avenue.
- **2900 South Zuni - A start-up "hot rod shop" is wanting to construct a garage on this property.**

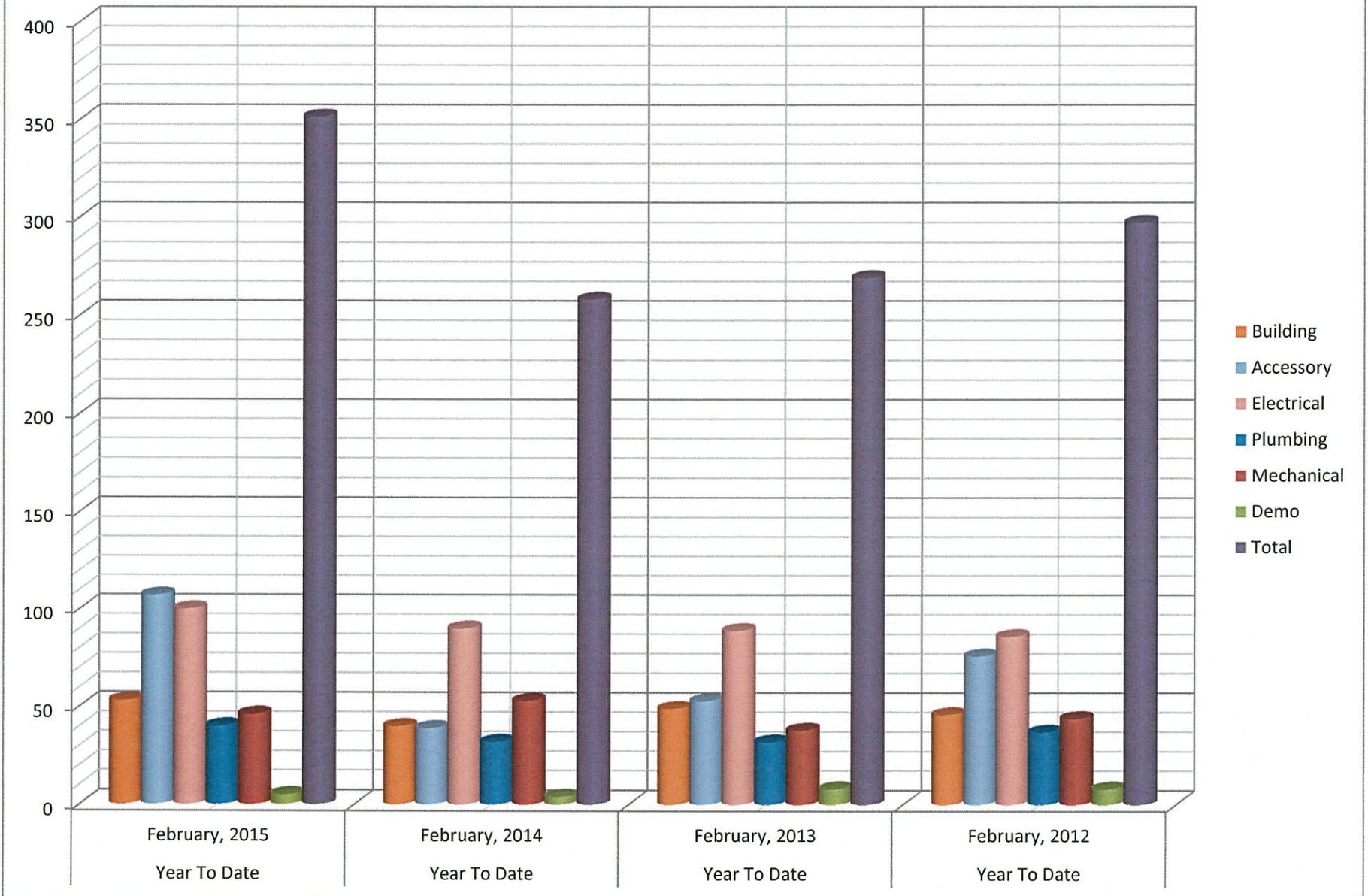
## **BUILDING DIVISION**

- **The number of all permits issued in February 2015 increased 17% compared to February 2014. Building permits issued increased 10%.**

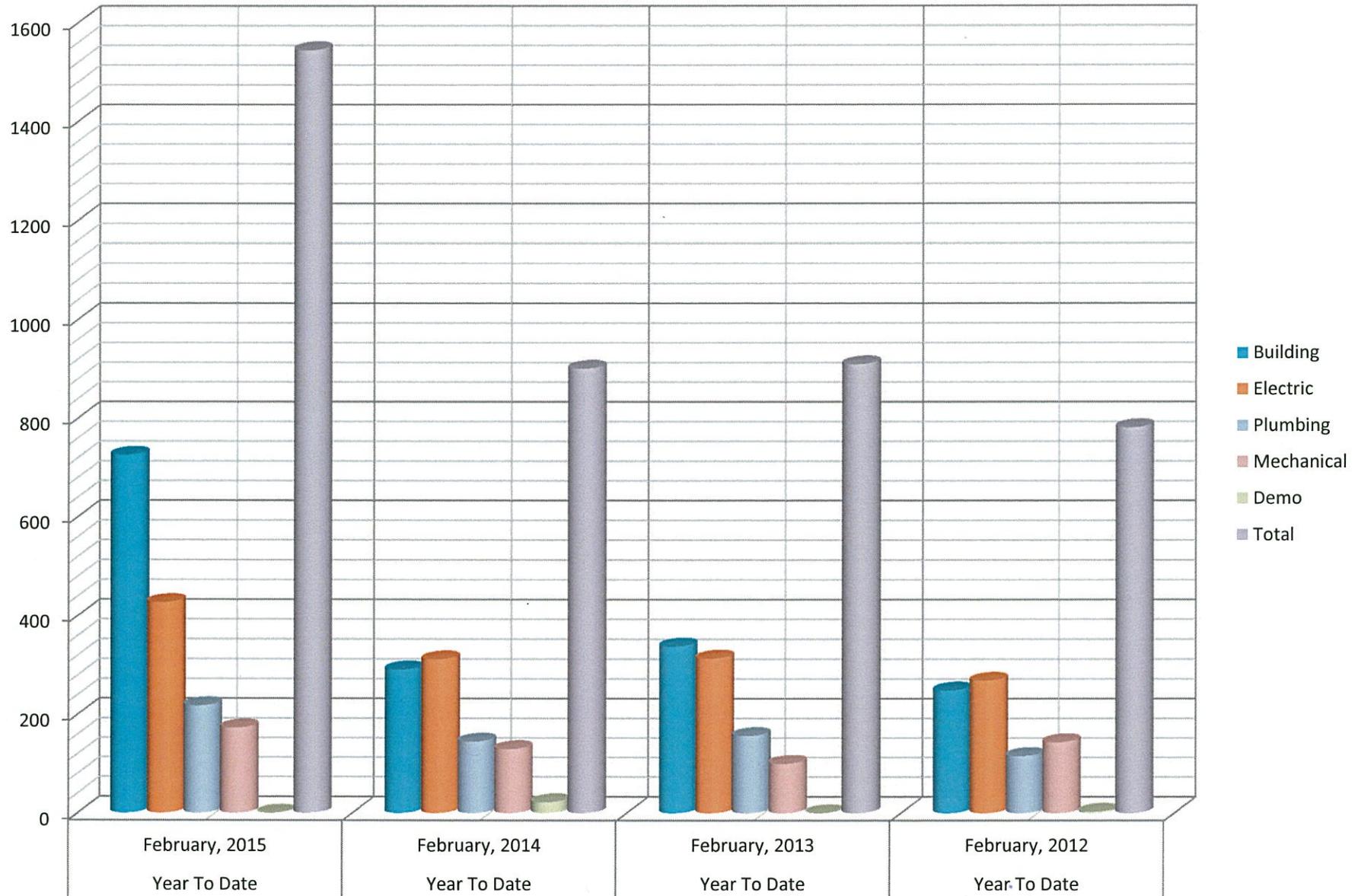
- **The number of inspections performed increased by 308 over February 2014, an increase of 82% over February 2014. Year-to-date inspections are 71% higher than through February 2014. Most of the increase is attributable to ongoing roof repairs and multiple inspections at Kent Place and Alta Cherry Hills.**
- **Permit valuation in February 2015 was \$10,076,408 compared to \$2,017,007 in February 2014. The LIV Apartments was permitted in February 2015 which accounts for the significant increase in 2015.**
- **Year-to-date permit valuation is \$15,918,850, compared to \$40,279,819 in 2014. The decrease is attributable to Alta Cherry Hills being permitted in January 2014.**
- **Fees collected in February 2015 were \$154,947 compared to \$64,793 in February 2014. The increase in fees collected in 2015 reflects the LIV Apartments project permitted in January 2015.**
- **Year-to-date permit fees collected total \$285,180 through February 2015, compared to \$885,758 through February 2014, a decrease of approximately \$600,600.**
- **Please refer to page 10 for more details.**

Monthly Report - February 2015								
	Number	Number	Number	Number	Year To Date	Year To Date	Year To Date	Year To Date
	February, 2015	February, 2014	February, 2013	February, 2012	February, 2015	February, 2014	February, 2013	February, 2012
<b>Permits Issued</b>								
Building	22	20	23	19	53	40	49	46
Accessory	43	24	22	30	107	39	53	76
Electrical	39	46	44	36	100	90	89	86
Plumbing	25	14	11	20	40	32	32	37
Mechanical	21	25	20	19	46	53	38	44
Demo	2	1	8	3	5	4	8	8
<b>Total</b>	<b>152</b>	<b>130</b>	<b>128</b>	<b>127</b>	<b>351</b>	<b>258</b>	<b>269</b>	<b>297</b>
<b>Inspections</b>								
Building	301	122	147	143	725	291	338	249
Electric	203	120	162	137	427	312	314	269
Plumbing	86	67	59	47	218	145	157	116
Mechanical	92	58	72	73	173	130	100	144
Demo	0	7	0	2	0	22	0	3
<b>Total</b>	<b>682</b>	<b>374</b>	<b>440</b>	<b>402</b>	<b>1543</b>	<b>900</b>	<b>909</b>	<b>781</b>
<b>Permit Valuation</b>	<b>\$10,076,408</b>	<b>\$2,017,007</b>	<b>\$13,203,869</b>	<b>\$2,568,300</b>	<b>\$15,918,850</b>	<b>\$40,279,819</b>	<b>\$15,929,339</b>	<b>\$3,517,375</b>
<b>Fees Collected</b>								
Permit Fees	\$36,287	\$19,904	\$60,808.00	\$29,115	\$74,190	\$155,796	\$88,490	\$48,510
Use Tax	\$101,253	\$30,529	\$51,862.00	\$43,736	\$175,301	\$700,743	\$94,390	\$63,068
Plan Check Fees	\$7,432	\$6,760	\$4,555.00	\$11,200	\$18,414	\$14,519	\$41,753	\$14,481
Licenses	\$9,975	\$7,600	\$8,675.00	\$8,800	\$17,275	\$14,700	\$15,825	\$16,350
<b>Total</b>	<b>\$154,947</b>	<b>\$64,793</b>	<b>\$125,900.00</b>	<b>\$92,851</b>	<b>\$285,180</b>	<b>\$885,758</b>	<b>\$240,458</b>	<b>\$142,409</b>

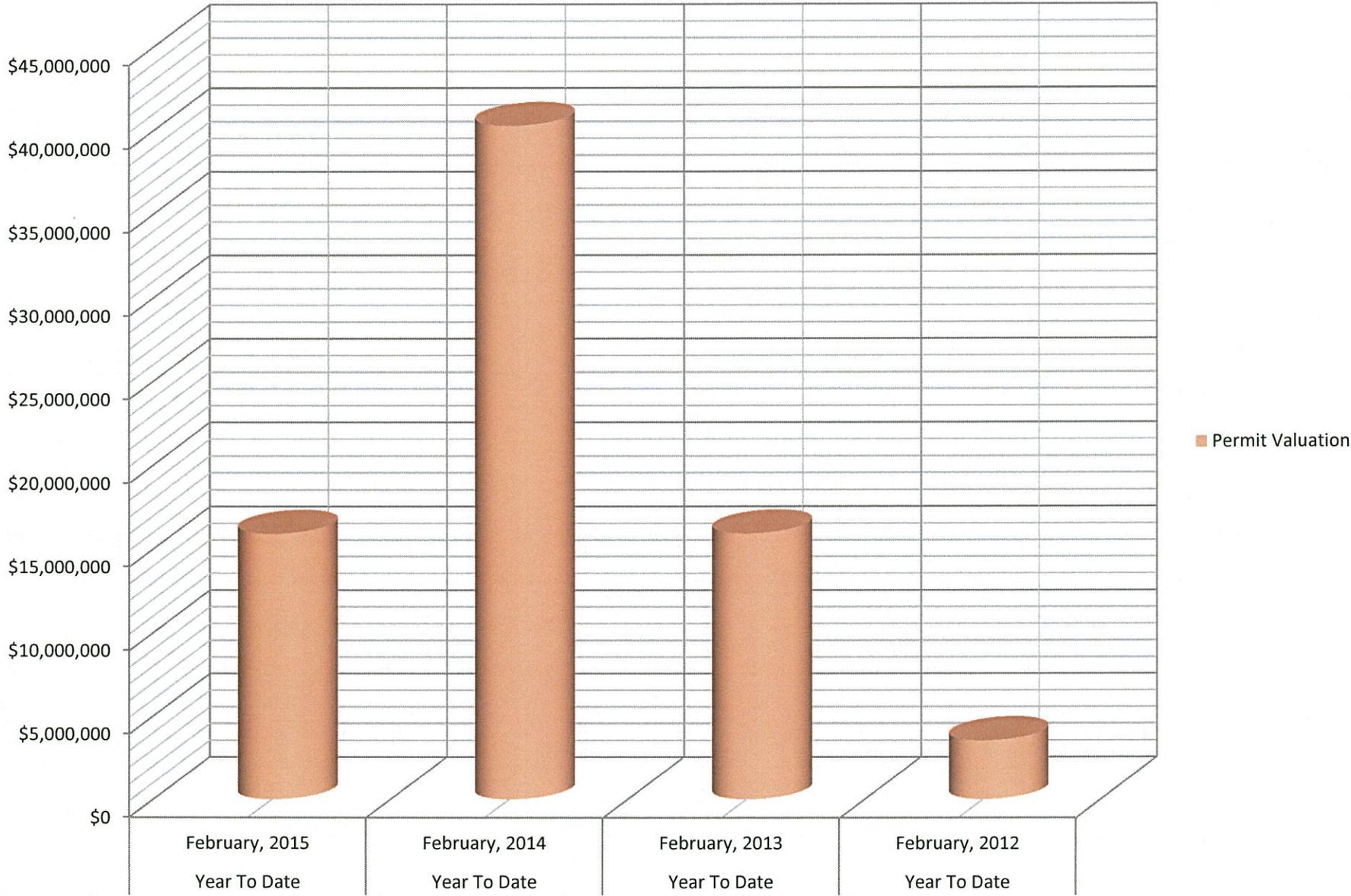
# Permits Issued To Date - February



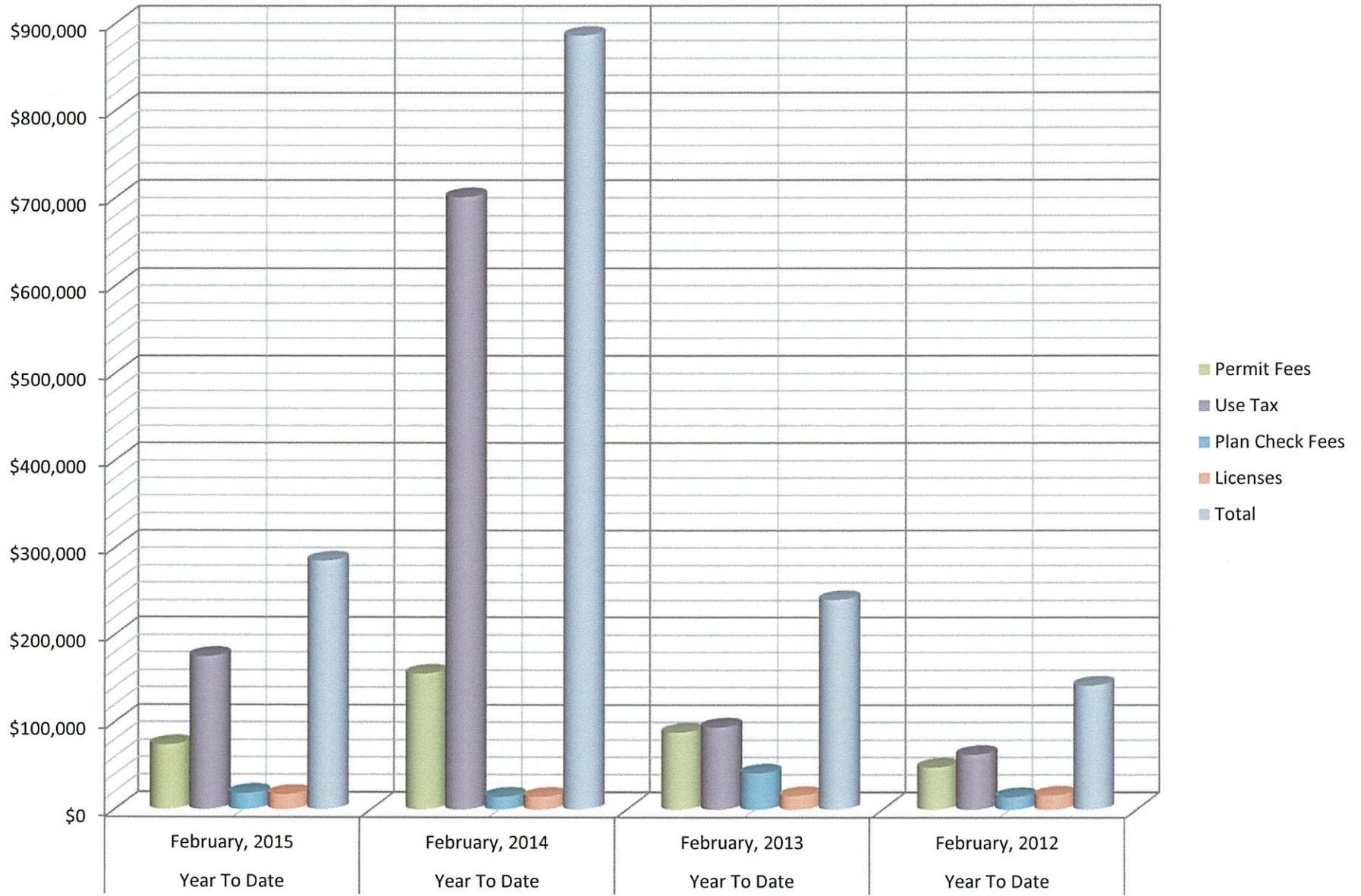
## Inspections Completed To Date - February 2015



# Valuation To Date - February 2015



## Fees Collected To Date - February 2015



# MEMORANDUM



**TO:** Eric A Keck, City Manager

**THROUGH:** Rick Kahm, Director of Public Works ✓

**FROM:** David Henderson, Deputy Public Works Director ✓

**DATE:** March 4, 2015

**SUBJECT:** PROJECT UPDATE – **Bridge Repairs**, Traffic Signal Work, Flood Middle School Redevelopment, Servicenter Stormwater Improvements, The Englewood Campus, Craig Hospital Expansion, Kent Place, CityCenter Site Development, Englewood McLellan Reservoir Foundation, Air Quality/Energy Savings Projects

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## **BRIDGE REPAIRS**

Public Works staff is preparing plans and bid documents to perform minor repairs to ten Englewood owned bridges.

Staff has reached out to CDOT regarding the anticipated schedule and process for the Dartmouth Bridge project. Staff will provide an update when available.

## **TRAFFIC SIGNAL WORK**

W. L. Contractors continued work for CDOT to replace the State's traffic signal at Belleview and Logan. Staff is monitoring the project to minimize impacts to traffic.

## **FLOOD MIDDLE SCHOOL REDEVELOPMENT**

Wood Partners' continues construction of both Phase I and Phase II. Sidewalk along the east side of Broadway remains closed to safely accommodate construction activities.

They anticipate opening 50 units for occupancy around the middle of May (weather permitting).

## **SERVICENTER STORMWATER IMPROVEMENTS**

Design of a new vehicle wash facility at the Servicenter is complete. The project includes an addition to the south end of the garage to accommodate an enclosed vehicle wash bay, along with a fluid distribution station.

The project is expected to be advertised by the middle of March.

## **THE ENGLEWOOD CAMPUS**

Englewood School District continues construction of the new campus on South Logan Street. Staff is monitoring the public right-of-way construction to assure conformance with approved plans and agreements.

## **CRAIG HOSPITAL EXPANSION**

Interior construction of the new building continued. Public Works staff will be monitoring public right-of-way work required at the Clarkson/Hampden intersection later this year.

## **KENT PLACE**

The contractor continued work on the residential apartments.

## CITYCENTER SITE DEVELOPMENT

### Alexan East and West Parcels

438 residential units. Alexan's occupancy level for **February, 2015 is 96.5%**. Commercial uses: Let It Bead, Bleum (computer software), State Farm, Lifetime Family Practice, Cuttin' It Loose, CityCenter Community, Nixon's Coffee House, King Liquor Store, BRI Colorado (showcase room) and Metro PCS.

### Parkway Retail / Office Buildings

Commercial uses: The International House of Pancakes (IHOP), GNC, Nails Center, CityCenter Dental Group, Tableaux Interior Design, Edward Jones Investments, Englewood Eyecare, Inc., Wellness Treatment Center, XL Edge, and Checkout Promos (Advertising firm). **Nixon's Coffee House leased the vacant Qdoba space under the name of "Share Good Foods". They are a food service vendor for Nixon's.**

### Bally's Building

Tenants include **24 Hour Fitness (formerly Bally's)**, "Blondies Fire House Pub and Restaurant", and MaxFour.

### Retail South of the Parkway

Tenants: Petco, Ross, Coldstone Creamery, Noodles, Office Depot, Einstein Bagels, and Harbor Freight.

### Gold Mine Pad

Tenants include: Jamba Juice, Tokyo Joe's, Doctors Express, and Fit Kitchen.

### CityCenter Site

EEFI continues project management of all infrastructure on the site. Staff is monitoring the security, sweeping, snow removal, and day porter services performed under the Common Area Maintenance. **The former Bank of the West site at Hwy 285/Elati has sold and is being remodeled to accommodate a restaurant and, potentially, a dental office.**

## ENGLEWOOD MCLELLAN RESERVOIR FOUNDATION (EMRF)

### PA-84 West

The Mike Ward Infiniti dealership opened on Monday, August 29, 2011.

The Larry Miller Nissan Dealership opened on February 11, 2012.

### PA-85 (Benjamin Franklin Charter School)

The Benjamin Franklin Charter School is open.

## AIR QUALITY/ENERGY SAVING PROJECTS

### Flex Fuel Program

Currently, 39 of our fleet vehicles are running on E-85 ethanol fuel. All new replacement vehicles (less than ¾ ton) will be compatible with E-85. Currently, the cost of E-85 fuel is approximately \$0.40 per gallon less than regular unleaded gasoline. Ten of our fleet vehicles run on Compressed Natural Gas (CNG). 39 on-road vehicles and 23 off-road (construction equipment) run on biodiesel fuel.

### "Green" Programs

We continue to work with our vendors to expand the Green product line as it becomes available. 90% of our custodial paper supplies are from recycled sources. The Servicenter is now "single-streaming" waste at the Servicenter and a dumpster has been supplied for *cardboard only* recycling.

### Energy Saving Projects

In 2001, the Public Works Traffic Division began an ongoing program to convert traffic signals from incandescent lamps to Light-Emitting-Diode (LED) bulbs. To date, 80% of our City maintained signals have been converted. LED traffic signals use 90% less energy than incandescent lamps, last five times longer, and provide better visibility.

/lt

**CITY OF ENGLEWOOD  
2015 CALENDAR OF EVENTS**



Mon., March 9	<b>Cancelled</b>	Study Session, Community Room
Tues. March 10	5:00 p.m.	Water and Sewer Board, Community Development Conference Room
	6:30 p.m.	Keep Englewood Beautiful, City Council Conference Room
	<b>Cancelled</b>	Library Board, Library Board Room
Wed., March 11	6:30 p.m.	Englewood Urban Renewal Authority, City Council Conference Room
	<b>Cancelled.</b>	Board of Adjustment and Appeals, Council Chambers
Thurs., March 12	11:30 a.m.	Alliance for Commerce in Englewood, City Council Conference Room
	5:30 p.m.	Parks and Recreation Commission, Malley Senior Recreation Center
	6:30 p.m.	Transportation Advisory Board City Council Conference Room
Mon., March 16	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., March 17	7:00 p.m.	Planning & Zoning Commission, City Council Conference Room/Council Chambers
Wed., Mar. 18	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., March 23	6:00 p.m.	Study Session, Community Room
Mon., March 30	<b>Cancelled</b>	Study Session, Community Room
Wed., April 1	5:45 p.m.	Cultural Arts Commission, City Council Conference Room
	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., April 6	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., April 7	7:00 p.m.	Planning & Zoning Commission, City Council Conference Room/Council Chambers

Wed., April 8	6:30 p.m.	Englewood Urban Renewal Authority, City Council Conference Room
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs., April 9	11:30 a.m.	Alliance for Commerce in Englewood, City Council Conference Room
	5:30 p.m.	Parks and Recreation Commission, Broken Tee Golf Course
Mon., April 13	6:00 p.m.	Study Session, Community Room
Tues. April 14	5:00 p.m.	Water and Sewer Board, Community Development Conference Room
	6:30 p.m.	Keep Englewood Beautiful, City Council Conference Room
	7:00 p.m.	Library Board, Library Board Room
Wed., April 15	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., April 20	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., April 21	7:00 p.m.	Planning & Zoning Commission, City Council Conference Room/Council Chambers
Mon., April 27	6:00 p.m.	Study Session, Community Room
Mon., May 4	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., May 5	7:00 p.m.	Planning & Zoning Commission, City Council Conference Room/Council Chambers
Wed., May 6	5:45 p.m.	Cultural Arts Commission, City Council Conference Room
	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., May 11	6:00 p.m.	Study Session, Community Room
Tues., May 12	5:00 p.m.	Water and Sewer Board, Community Development Conference Room
	6:30 p.m.	Keep Englewood Beautiful, City Council Conference Room
	7:00 p.m.	Library Board, Library Board Room

**TENTATIVE**  
STUDY SESSIONS TOPICS  
FOR ENGLEWOOD CITY COUNCIL



March 16	Study Session & Regular Meeting Cultural Arts Commission – Annual Report FunFest Discussion Volunteers of America Update MetaGolf Contract Fourth of July Festival and Firework Event Update
March 23	Study Session Financial Report Long Term Capital Improvement Discussion Proposed Ban on New Marijuana Establishments Board and Commission Reports
March 30	No meeting scheduled – 5th Monday
April 6	Study Session & Regular Meeting Denver Fire Update
April 13	Study Session National League of Cities Conference Reports Parks and Recreation Naming Policy
April 20	Study Session & Regular Meeting Financial Report
April 27	Study Session Executive Session – City Manager Review Arapahoe County Commissioners RTD Representatives Community Policing Update
May 4	Study Session & Regular Meeting Board and Commission Members Reappointment Discussion
May 11	Study Session
May 18	Study Session & Regular Meeting Financial Report City Financial Policies
May 25	Memorial Day Holiday – No meeting scheduled
June 1	Study Session & Regular Meeting

June 8	Study Session Board and Commission Interviews
June 15	Study Session & Regular Meeting (CML Conf. 6/16-19/15 – Breckenridge) Financial Report
June 22	Board and Commission Appreciation Night
June 29	No meeting scheduled – 5th Monday
July 6	Study Session & Regular Meeting
July 13	Study Session
July 20	Study Session & Regular Meeting Financial Report 2016 Proposed Budget & Midyear Budget Report

## **FUTURE STUDY SESSION TOPICS**

McLellan Reservoir – Executive Session  
 River Run Easement  
 Citizen Engagement  
     Social Media Policy  
     NextDoor Update  
 Tale of Two Cities presentation: What Can or Should Our City Look Like in the Future?  
 Hotel/Motel Regulations  
 Public Smoking Ban  
 Bike Paths  
 Construction Defects Ordinance  
 Cultural District – pending URA report  
 Medical Marijuana Distancing/Polling/Standards of Review  
 Citizen of the Year Selection Process  
 “Running Effective Meetings 101 – Bob’s Rules”

WATER & SEWER BOARD  
MINUTES

JANUARY 13, 2015

Present: Wiggins, Penn, Lay, Gillit, Oakley, Habenicht, Waggoner, Moore

Absent: Burns, Olson

Also present: Stewart Fonda, Director of Utilities  
John Bock, Manager of Administration  
Tom Brennan, Utilities Engineer  
Jason Clark, Water Production Supt.

The meeting was called to order at 5:00 p.m.

1.

The Board received the minutes of the October 7, 2014 Water and Sewer Board meeting and the October 9, 2014 phone vote.

2. GUEST: ERIC BENNETT – 2740 S. DELAWARE ST. – TAP FEES FOR A DUPLEX.

Mr. Bennett bought a property at 2740 S. Delaware St. with the intent to build a duplex to be sold separately. Mr. Bennett appeared to request a variance. If granted, he would not be required to pay additional water and sewer tap fees for a property that will be divided and sold separately. He is requesting Board approval for both units to have one water and sewer tap with a party wall agreement. He found out at the design review meeting that Englewood City Code requires two water and sewer taps.

The Board discussed possible future owner/tenant problems with a party wall agreement for a single water & sewer line. The Board was polled and, while they were sympathetic that there was a miscommunication during his due diligence, the Board believed it would be generally more beneficial to all to have separate taps for each side.

Motion: To deny Mr. Bennett's request for a variance to allow one water and sewer tap at 2740 S. Delaware St. for two units being sold separately.

Moved: Waggoner                      Seconded: Lay  
Ayes: Waggoner, Lay, Gillit, Habenicht, Wiggins  
Nays: Oakley, Moore, Penn  
Members absent: Burns, Olson

Motion carried.

### 3. GAC CONTRACT.

Granular activated carbon (GAC) is used to remove organic and inorganic material which can cause taste and odor problems in treated water. In the past, the GAC media has been leased, but that has been discontinued in favor of purchasing virgin carbon. Carbon requires periodic replacement whenever indicated by an iodine absorption test. Bids were received and Calgon Carbon Corporation was the lowest acceptable bidder at \$276,647.55 for 2,700 cubic feet of GAC two filters.

Motion: Recommend Council approval of the GAC Purchase Agreement to Calgon Carbon Corp. in the amount of \$276,647.55 for two filters for thirty months.

Move: Waggoner    Seconded: Habenicht

Motion carried.

### 4. ARTICLES:

The Board received the following Denver Post articles; "A waterline in the sand" and "A tall rethink of water."

### 5. 3560 & 3590 S. CLARKSON ST. – SANITARY SEWER SERVICE.

A Council Request was received by the Utilities Department regarding a vacant lot at 3560 and 3590 S. Clarkson St. Utilities staff noted the lot's sanitary sewer connection and elevation problems are due to the property being lower than the sewer main. The lot would require a lift station or a main extension into Hampden to resolve the sanitary sewer flow issue and would be the responsibility of the developer.

### 6. ALLEN PLANT ROOF

The Allen Plant roof bid was discussed. It will be presented next meeting for recommendation to Council.

Adjourned 5:45 p.m.

The meeting adjourned at

The next Water and Sewer Board meeting will be Tuesday, February 10, 2015 at 5:00 in the Community Development Conference Room.

Respectfully submitted,

Cathy Burrage  
Recording Secretary

WATER & SEWER BOARD  
MINUTES

FEBRUARY 10, 2015

Present: Wiggins, Penn, Lay, Gillit, Oakley, Habenicht, Waggoner, Moore,  
Burns, Olson

Absent: None

Also present: Stewart Fonda, Director of Utilities  
Tom Brennan, Utilities Engineer IV  
John Bock, Manager of Administration

The meeting was called to order at 5:00 p.m.



1. MINUTES OF THE JANUARY 13, 2014 MEETING.

The Board received the minutes of the January 13, 2015 Water & Sewer Board meeting.

Motion: To approve the Minutes of the January 13, 2015 Water & Sewer Board  
meeting as written.

Moved: Penn                      Seconded: Habenicht

Abstain: Olson

Motion carried.





WATER & SEWER BOARD

PHONE VOTE

A phone vote was taken from the members of the Englewood Water and Sewer Board on Thursday, February 12, 2015 for the Tuesday, February 10, 2015 Water Board meeting.

Motion: To approved the February 10, 2015 Water and Sewer Board minutes.

Moved: Waggoner                      Seconded: Lay

Ayes: Lay, Waggoner, Gillit, Wiggins, Habenicht, Burns, Olson, Oakley, Moore,  
Penn

Nays: None

Motion carried.

The next meeting will be held Tuesday, March 10, 2015 at 5:00 p.m. in the Community Development conference Room.

Respectfully submitted,

Cathy Burrage  
Recording Secretary

CITY OF ENGLEWOOD PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
CITY COUNCIL CONFERENCE ROOM  
February 18, 2015

▶  
I. CALL TO ORDER

The regular meeting of the City Planning and Zoning Commission was called to order at 7:00 p.m. in the City Council Conference Room of the Englewood Civic Center, Chair Fish presiding.

Present: Bleile, Brick, Freemire, King, Kinton, Knoth, Madrid (arrived 7:10), Townley, Pittinos, Chair Fish

Absent: None

Staff: Eric Keck, City Manager  
Alan White, Director, Community Development  
Chris Neubecker, Senior Planner  
Dugan Comer, Assistant City Attorney

Other: Matthew Casey, Local Real Estate Developer

▶  
II. APPROVAL OF MINUTES

- January 21, 2015 Revised Minutes

Knoth moved:

Kinton seconded: TO APPROVE THE JANUARY 15, 2015 MINUTES

Chair Fish asked if there were any modifications or corrections. There were none.

AYES: Bleile, Brick, Kinton, Knoth, Madrid, Townley, Fish

NAYS: None

ABSTAIN: Freemire, King

ABSENT: None

Motion carried.

▶  
APPROVAL OF MINUTES

- February 3, 2015

Knoth moved:

Townley seconded: TO APPROVE THE FEBRUARY 3, 2015 MINUTES

Chair Fish asked if there were any modifications or corrections. There were none.

AYES: Bleile, Brick, Freemire, King, Kinton, Knoth, Madrid, Townley,

NAYS: None

ABSTAIN: Fish

ABSENT: None

Motion carried.



### III. STUDY SESSION Accessory Dwelling Units 2014-01

Chris Neubecker, Senior Planner, shared the PowerPoint presentation from the previous meeting to bring members who were not present at the last meeting up to date. Various types of ADUs (Accessory Dwelling Units) were pictured as well as information regarding the benefits and disadvantages of allowing ADUs. The impact on the value of surrounding properties has not been determined as of yet. Parking will be an issue and will need to be addressed.



The 2003 Comprehensive Plan cites the objective of having a mix of housing and specifically mentions accessory living units. Different types of housing are desirable in order to accommodate different life stages.



Zoning is another issue to consider; different zone areas have unique characteristics such as R-1-A with larger lots. Design standards, size and occupancy limits will also need to be discussed. Determining a maximum size for the ADU can be done in several different ways: based on the size of the lot or the size of the primary structure, by zone district or a predetermined size.



Concern over rental units and how to enforce code regulations is an issue for the Commission to consider. Regulation and enforcement is difficult.



Mr. Fish asked if a definition of ADUs has been established, Mr. Neubecker stated that the definition is to be determined by the Commission. Mr. Neubecker spoke about existing non-conforming structures and believes that additional, existing non-conforming structures and uses will be revealed should ADUs be permitted by the City. This will need to be addressed by the Commission as to how they want to handle these situations.



Mr. Neubecker presented drawings of various lot sizes with a primary residence and accessory unit to illustrate how multiple structures would affect lot coverage. He demonstrated various ways that parking and private entrances could be accommodated. Discussion continued regarding parking options including parking in the front, available street parking and off-alley parking.



Mr. King commented that the height on garages would need to be raised in order to build a dwelling unit above a garage. Mr. Bleile mentioned the PUD (Planned Unit Development) that was recently approved that includes ADUs above the garages for a total height of 24 feet.



Duplexes are allowed in the R-2 zone districts and recently there has been a considerable amount of development where the original house is scraped and a duplex constructed. The size of the units would be controlled by maximum lot coverage regulations. The Commissioners agreed that it would be acceptable to have two primary structures that are not attached in the R-2 zone district. Current regulations require the residences to be attached.



Mr. Keck asked Mr. Neubecker if he had gathered information regarding the impact on utilities and addressing. Mr. Neubecker responded that his understanding is that if there is one owner, the sewer and water tap can serve both residences. Electric service can be upgraded to accommodate the second unit on a property. If the property is subdivided, each unit would have independent sewer and water taps. Mr. Knoth feels that if the lot cannot be subdivided, the additional

residence should be considered an ADU, Mr. King agreed. After discussion, the Commissioners agreed that if a property has a duplex, ADUs would not be allowed as additional dwelling units on the same lot.



Mr. Neubecker polled the Commissioners regarding allowing ADUs in R-1-A, R-1-B and R-1 C. Mr. Brick expressed that he does not feel they should be allowed in those districts. Director White explained that there are three different minimum lot sizes for the residential zone districts. The maximum lot coverage is 35% for R-1-A and 40% for R-1-B and R-1-C. Mr. Neubecker asked the Commission if ADUs should be allowed on Urban Lots; it was agreed that Urban Lots should be excluded from allowing ADUs. Mr. Brick feels that ADUs are not appropriate for R-1-A or R-1-B because they are not in character with the neighborhoods but may be appropriate for R-1-C.



Mr. Freemire expressed concern that the recent change in the bulk plane regulations combined with allowing ADUs would result in significantly larger structures. Mr. Knoth pointed out that the maximum lot coverage would not change, Ms. Townley remarked that the setbacks would still be in place.



Discussion continued regarding how to improve the housing stock and whether or not allowing ADUs would be beneficial to that goal. Mr. Neubecker remarked that this is just one piece of the solution in that it would allow for flexibility for homeowners. Mr. Freemire asked the Commission if they feel that allowing ADUs makes Englewood more attractive and desirable than communities to the north and south of the City. Mr. Bleile commented that adding an ADU to a property may be more economically feasible than remodeling a house. Mr. Freemire asked if allowing ADUs is the best way to improve the housing stock. Ms. Townley commented that ADUs are appealing to a particular market that may not necessarily want to scrape a house and rebuild.



Mr. Freemire suggested that the Commission take a comprehensive view of the housing stock to determine the best way to facilitate improvement. Because ADUs were set as a priority for the Commission to address, the consensus of the Commissioners is to continue pursuing the topic. Ms. Townley mentioned that the chart that Mr. Neubecker presented shows that other communities are currently addressing ADUs and that Englewood should continue to consider it as an option to remain competitive in the housing market. Mr. Kinton agrees with Mr. Freemire that the housing stock is an issue but the particular topic of ADUs should at least be examined.



Mr. Brick does not feel that discussing ADUs is the best use of the Commission's time. Mr. Pittinos feels that because of trends locally and nationally, it needs to be addressed. Mr. Freemire does not support going forward with the discussion but will follow the lead of the Commission. Ms. Townley requested illustrations to study the massing effect of various sized buildings on different lot sizes.



Mr. Fish recommended that the Commissioners seek out examples of homes with ADUs that currently exist to help them visualize potential development.



Mr. Freemire noted that there is a difference in the setbacks for the R-1-A, R-1-B and R-1-C zone districts. It was agreed that the lot coverage and setback regulations will not be changed. Mr. Pittinos stated that he has studied the model codes for ADUs of other cities and feels that the Commission should focus on the issues that need to be tailored to Englewood. Mr. Keck cited Seattle as an example of an area with many ADUs and expressed concern because of the

unknown impact on utilities, the condition of the alleys and the resident's quiet enjoyment of their property. Increased density should be approached carefully.



Director White suggested resources that could be used to determine the direction of the discussion. Mr. Neubecker recounted the benefits of increased density such as increased vibrancy and business activity. Chair Fish referred to the chart supplied to the Commissioners for suggestions on what aspect of ADUs should be discussed next.



Mr. Freemire feels that it is important to go through each issue. Mr. King added that the current building codes will establish many of the regulations for ADUs.



Discussion regarding minimum structure size; Director White will research if there are minimums in place in the building code that would determine the minimum size of the structure. The Commissioners agreed that a minimum size does not need to be established. The maximum size will inherently restrict the number of people and the impact on infrastructure. Mr. Kinton suggested that the size should be representative of the second unit as being "accessory" to the main house. The Commissioners are split on whether the size of the ADU should be determined by a size limitation or a percentage of the main structure.



Mr. Neubecker will present additional information and suggestions at the next meeting.



#### IV. PUBLIC FORUM

Matthew Casey, a local developer considering development in Englewood, expressed his appreciation to the Commission. He is interested in the activities of the Commission to determine the attitudes toward development in Englewood and if the Commission is progressive. He encouraged the Commissioners to be creative in solving the housing issues facing Englewood.



#### V. ATTORNEY'S CHOICE

Assistant City Attorney Comer did not have any additional comments.



#### VI. STAFF'S CHOICE

Director White reminded the Commissioners of the meeting on Wednesday, February 25<sup>th</sup> at 6:00 p.m. at which the consultants for the Next Steps study and Walk and Wheel study will provide an update to City Council.

City Manager Keck expressed his thanks to the Commission for serving the community. He shared with the Commissioners that on Monday, February 23<sup>rd</sup>, a presentation will be made to City Council for rebranding of the City that will reflect a newer, more contemporary image. The City is undertaking a new priority based budgeting process to help achieve the goals of the City.

Mr. Bleile asked about the Englewood Forward public meeting that was held last week. The meeting was well attended by the community.



#### VII. COMMISSIONER'S CHOICE

Mr. Knoth asked Mr. Keck about the priorities set by the Commission last year and if he had any comment on what those priorities should be. Mr. Keck recommended that the Commission communicate regularly with Council either through a memo or Director White. He encouraged the Commissioners to assist City Council by continuing to take the lead on future plans and priorities.

Mr. Brick commented on the Englewood Forward meeting and felt that it was very well done. He is glad to hear about the new budgeting process and is considering becoming involved with the budgeting process.



Ms. Townley asked about the water rights that Englewood owns and how an increase in density could affect the water supply. Mr. Keck responded that the City does sell water and the rights are well protected. With the excess available, the impact from increased density should not affect the supply. She asked what can be done as a citizen to help the City. Mr. Keck explained that the current mil levy is 5.88 per thousand equaling income of \$2.9 million; the City budget is currently about \$40 million. The City relies heavily on sales tax which is cyclical in nature.



Mr. Bleile commented on the shifting priorities of the Commission and feels that without the priority list they would not have been as productive as they have been the last few years. He feels that the Planning and Zoning Commission is well suited to advance the priorities of the City.



Mr. King expressed his gratitude that Mr. Keck is here and brings positive energy to the City.



Mr. Kinton feels that some processes could be streamlined, he feels that communication between City Council and the Commission is important for long range planning and the vision for the City.



Mr. Fish welcomed Mr. Pittinos to the Commission.

The meeting adjourned at 9:20 p.m.

/s/ Julie Bailey, Recording Secretary