
Council Newsletter



CITY MANAGER'S NOTES

April 23, 2015

Upcoming Council Meetings

City Council will meet **Monday, April 27, 2015**. The Study Session will begin at 6:00 p.m. in the Community Room. The Executive Session will begin at 8:00 p.m. in the City Council Conference Room. Sandwiches will be available at 5:30 p.m.

The next meeting will be **Monday, May 4, 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.

Informative Memoranda

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

1. YourHub article profiling Parks and Recreation Commission and Public Library Youth Member
2. Calendar of Events
3. Tentative Study Session Topics
4. Minutes from the Planning and Zoning meeting on April 7, 2015



News from the Parks and Recreation Department

Broken Tee Hosts Sports Authority's Golf Staff Training

Sports Authority has chosen Broken Tee Golf Course to hold their golf staff training on Tuesday, April 21 from 9am-1pm. More than 50 employees from Colorado and Wyoming are here with five vendors to review new products and sales techniques to sell these products. The upper tier of the driving range is being used to demo the products.

Daddy Daughter Dance on Friday, May 1 from 6:30-8:30pm

Dads, uncles and grandpas are invited for a fun evening with their little princess. The Recreation Center gym will fill with music, dancing and refreshments.

Englewood seniors earn competitive scholarships

By Julie McGinley
YourHub Contributor

With a graduating class of fewer than 150 students, the Englewood High School class of 2015 may be small, but it's also nothing short of remarkable.

"We have been impressed with the class of 2015 since their ninth-grade year," principal Jon Fore said. "This class has been very strong academically, and they have pushed themselves to take as many AP and college-level classes as could fit in their schedules."

In fact, two of the graduating seniors were awarded some of the most prestigious and competitive scholarships available to Colorado students: a Daniels Fund Scholarship and a Boettcher Scholarship.

The Daniels Fund Scholarship, awarded to senior Chad Glover, is given to only 230 out of about 2,000 applicants from Colorado, New

Mexico, Utah and Wyoming. Recipients of the scholarship go through a rigorous application process to ensure that they demonstrate exceptional character, leadership and a commitment to serving their communities.

"Part of the process included writing eight 250-word essays on varying topics," Glover said. "After that I attended an in-person interview and was lucky enough to receive good news in the mail."

In addition to being an excellent student, Glover was a state qualifier in cross country, is on the Englewood Parks and Recreation Commission and is a youth member of the Englewood Library Board.

The Daniels Scholarship Program includes four years of paid tu-

ition and fees, room and board, books and supplies.

"My brother was also a recipient, so you could say it runs in the family," Glover said.

Glover plans to attend the University of Colorado at Colorado Springs and will continue running cross country and track.

Kayla Steffens was awarded a Boettcher Foundation Scholarship. She is one of just 40 students selected from thousands of applicants in the state.

"Everyone in my family was so excited," Steffens said. "We all kept saying, 'It's like we won the lottery.'"

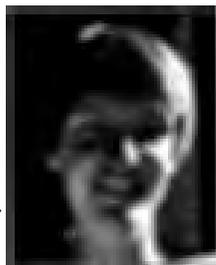
The Boettcher Scholarship is one of the most prestigious merit-based scholarships available to graduating high school seniors in Colorado. The purpose of the scholarship is to encourage the most talented students to stay in Colorado to attend college. The scholarship covers the cost of tuition, fees and books for four years.

Kayla will attend the University of Denver, which was her top-choice school, and it would not have been possible had she not received the Boettcher Scholarship.

"All of my other options were ones my family could not afford, so this allowed me to go to the school I wanted to go to," Steffens said.

"We are extremely proud of them," Fore said. "To have a Boettcher Scholar in the same year as a Daniels Fund Scholar in a small high school is a testament to this class's character and determination."

Julie McGinley is district communications coordinator for Englewood Schools.



Chad Glover



Kayla Steffens

**CITY OF ENGLEWOOD
2015 CALENDAR OF EVENTS**



Mon., April 27	6:00 p.m.	Study Session, Community Room
	8:00 p.m.	Executive Session, City Council Conference 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
Wed., May 13	6:30 p.m.	Englewood Urban Renewal Authority, City Council Conference Room
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs., May 14	11:30 a.m.	Alliance for Commerce in Englewood, City Council Conference Room
	5:30 p.m.	Parks and Recreation Commission, Duncan Park
	6:30 p.m.	Transportation Advisory Board, City Council Conference Room
Mon., May 18	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., May 19	7:00 p.m.	Planning & Zoning Commission, City Council Conference Room/Council Chambers
Wed., May 20	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., May 25		City Hall closed – Memorial Day holiday

Tues., May 26	6:00 p.m.	Study Session, Community Room
Mon., June 1	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., June 2	7:00 p.m.	Planning & Zoning Commission, City Council Conference Room/Council Chambers
Wed., June 3	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., June 8	6:00 p.m.	Study Session, Community Room
Tues., June 9	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., June 10	6:30 p.m.	Englewood Urban Renewal Authority, City Council Conference Room
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs., June 11	11:30 a.m.	Alliance for Commerce in Englewood, City Council Conference Room
	5:30 p.m.	Parks and Recreation Commission, Belleview Park & Pirates Cove Family Aquatic Center
Mon., June 15	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., June 16	7:00 p.m.	Planning & Zoning Commission, City Council Conference Room/Council Chambers
Wed., June 17	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., June 22	6:00 p.m.	Study Session, Community Room
Mon., June 29	Cancelled	Study Session, Community Room
Wed., July 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

TENTATIVE
STUDY SESSIONS TOPICS
FOR ENGLEWOOD CITY COUNCIL



May 4	Study Session & Regular Meeting Board and Commission Members Reappointment Discussion Council Committee Duties
May 11	Study Session Arapahoe County Commissioners State Representatives
May 18	Study Session & Regular Meeting Comprehensive Annual Financial Report City Financial Policies Financial Report
May 25	Memorial Day Holiday – No meeting scheduled
June 1	Study Session & Regular Meeting Next Step Study/Walk & Wheel Project Recommendation
June 8	Study Session Board and Commission Interviews
June 15	Study Session & Regular Meeting RTD Representatives Financial Report (CML Conf. 6/16-19/15 – Breckenridge)
June 22	Board and Commission Appreciation Night
June 29	No meeting scheduled – 5th Monday
July 6	Study Session & Regular Meeting
July 13	Study Session Next Step Study/Walk & Wheel – Review Draft Documents
July 20	Study Session & Regular Meeting Financial Report 2016 Proposed Budget & Midyear Budget Report
July 27	Study Session
August 3	Study Session & Regular Meeting

CITY OF ENGLEWOOD PLANNING AND ZONING COMMISSION
REGULAR MEETING
CITY COUNCIL CHAMBERS
APRIL 7, 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 Chambers of the Englewood Civic Center, Chair Fish presiding.

Present: Bleile, Brick, Freemire, King, Kinton, Knoth, Madrid, Townley (arrived 7:05), Pittinos, Fish

Absent: None

Staff: Michael Flaherty, Deputy City Manager
Chris Neubecker, Senior Planner
Dugan Comer, Deputy City Attorney

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II. APPROVAL OF MINUTES

- March 17, 2015 Minutes

Knoth moved;

King seconded: TO APPROVE THE MARCH 17, 2015 MINUTES

Chair Fish asked if there were any modifications or corrections. Chair Fish requested a change to the minutes to omit his comments regarding attendance and cancellation of meetings by staff.

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

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried, minutes are approved as amended.

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III. PUBLIC HEARING CASE #2015-01 ADMINISTRATIVE ADJUSTMENTS AND VARIANCES

Knoth moved;

Bleile seconded: To open the public hearing for case #2015-01 Administrative Adjustments and Variances

AYES: Bleile, Brick, Freemire, King, Kinton, Knoth, Madrid, Townley, Fish
NAYS: None
ABSTAIN: None
ABSENT: None

Motion carried.



Staff Presentation

Chris Neubecker, Senior Planner, was sworn in. Mr. Neubecker reviewed the background of the request to adopt the proposed amendment to the UDC (Unified Development Code) relating to Administrative Adjustments and Variances. Staff is requesting this amendment in order to obtain approval to administratively allow minor adjustments in the minimum lot width or minimum lot area of a property in order to facilitate redevelopment and investment in the City.

Administrative Adjustments of up to 5% would enable staff to address lots that are oddly shaped or sized due to historical plats, or township and section lines that are not consistent with the surrounding neighborhood. It would be the responsibility of the applicant to provide information to justify the adjustment and show that there are no adverse effects on nearby properties. In some cases, approval of an Administrative Adjustment could result in an increase in the permitted maximum density of up to one (1) additional dwelling unit. Notification to adjacent property owners will still be required.

Appeals of Administrative Adjustments made by the City Manager or designee are heard by the BOAA (Board of Adjustments and Appeals).



Commissioner's Comments

Mr. King asked Mr. Neubecker what the definition of a "significant impact" on adjacent properties would be. Mr. Neubecker responded that should the property owner of an adjacent lot have issue with the adjustment, they can present information to staff or the City Manager and would also be entitled to appeal to the BOAA within 30 days of the decision.

Mr. Bleile asked about the criteria staff would use to make an objective decision on a request for an Administrative Adjustment. Mr. Neubecker responded that staff would examine the requested adjustment in relation to the character of the neighborhood and factors such as size, height, parking and the rights and uses existing on the surrounding properties.



Mr. Bleile questioned how changes in staff could affect the issuance of Administrative Adjustments. Mr. Neubecker replied that staff is responsible for researching precedence to

ensure that decisions are consistent and taking into consideration the goals of the Comprehensive Plan.

▶
Mr. Knoth asked about the cap of one additional dwelling unit. Mr. Neubecker said that increasing density is a function of the Planning and Zoning Commission. If the adjustment would increase the allowed density, staff would examine the property and the surrounding neighborhood to ensure that the adjustment would not negatively impact the neighboring properties. The zoning regulations in place would determine the maximum allowable dwelling units for the property. A maximum of one additional dwelling unit can be the result of an Administrative Adjustment.

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Mr. Freemire asked what the advantage to the property owner would be with adoption of the amendment to the UDC. Mr. Neubecker replied that as the code is currently, a property owner could not be granted a variance that would result in an additional unit of density.

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Chair Fish requested clarification of the possible outcomes of an Administrative Adjustment in the proposed addition to the UDC under section 16-2-17-D(2)(e)(2). Mr. Neubecker explained that the terminology includes the word “may” is used to indicate that the outcome is possible but does not affect the permitted usage of the property.

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Ms. Townley asked about the order of events and if someone could request an Administrative Adjustment in order to increase the value of a property. Mr. Neubecker responded that it would be a possibility as individuals often inquire about the code regulations for a particular property before purchasing.

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Public Comment

Matthew Casey, 6364-53 South Lamar Court, Littleton, was sworn in. Mr. Casey spoke in favor of the proposed amendment to the UDC. Mr. Casey is interested in developing the corner of Yale Avenue and Lincoln Street in Englewood, southwest corner. The property is 14 inches short of meeting the required minimum lot width for development of a multi-unit dwelling. He has examined the original plat of the property and determined that the original surveyor adjusted for the lot sizes on the properties at the north and south ends of the block. The original plat was recorded in the late 1800’s and in his experience, it is not uncommon to see this type of discrepancy. He encouraged the Commissioners to allow staff and the City Manager to make Administrative Adjustments.

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Knoth moved;

King seconded: To close the public hearing for case #2015-01 Administrative Adjustments and Variances

AYES: Bleile, Brick, Freemire, King, Kinton, Knoth, Madrid, Townley, Chair Fish
NAYS: None
ABSTAIN: None

ABSENT: None

Motion carried.



Knoth moved;

Bleile seconded: To approve Case #2015-01 Administrative Adjustments and Variances

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

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.



Comments by the Commissioners

Mr. Madrid – This is a common sense approach to streamline the process and is a tool to provide flexibility.

Mr. Bleile- Yes, this change makes development and redevelopment easier for applicants and the fact that the local area was platted over a hundred years ago and could possibly be off, not incurring additional expense for applicants



Mr. Freemire – This is a reasonable change, it streamlines the process, is not without safeguards and gives the applicant opportunity to appeal.

Mr. Brick – Concurred with Mr. Bleile and Mr. Freemire.

Mr. King - Concurred with Mr. Bleile and Mr. Freemire.

Mr. Kinton - Concurred with Mr. Bleile and Mr. Freemire.

Mr. Fish - Concurred with Mr. Bleile and Mr. Freemire and added that the proposed amendment to the UDC is consistent with the goals of the Comprehensive Plan.



IV. PUBLIC FORUM

Matthew Casey commented on the Commission's efforts regarding Accessory Dwelling Units (ADUs) and encouraged the Commissioners to continue pursuing the subject to increase flexibility for development options. He spoke about the advantages of vacating lot lines to increase lot size and create the opportunity for developers to build larger homes.



V. ELECTION OF OFFICERS

Chair Fish reviewed the history of the Commission with regards to election of officers. It is the purview of the Commission as to how long the Chair and Vice Chair serve in those positions. Discussion regarding the history of the Commission continued.

Chair Fish opened the floor to nominations for Chair and Vice Chair.

Mr. Bleile nominated Mr. King for the position of Chair.

Mr. Brick nominated Mr. Fish for the position of Chair.

Vote for Chair: Mr. Fish – 5, Mr. King – 2, Abstain - 2

Mr. Madrid nominated Mr. King for the position of Vice Chair of the Commission, Mr. Freemire seconded.

Mr. Bleile nominated Mr. Kinton for the position of Vice Chair of the Commission.

Vote for Vice-Chair: Mr. King – 6, Mr. Kinton – 1, Abstain – 2

Mr. Brick requested staff to schedule discussion regarding elections for the January 2016 meeting.

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VI. ATTORNEY'S CHOICE

Deputy City Attorney Comer did not have any comments for the Commission.

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VII. STAFF'S CHOICE

Mr. Neubecker outlined options for the Commission to improve communications with City Council. Mr. Fish expressed that he would like to improve the relationship between the Commission and Council in order to more effectively collaborate on priorities for the City.

Mr. Bleile asked for the number of recommendations that have been forwarded to City Council by the Commission that have been altered prior to approval or not approved.

Mr. Neubecker outlined the upcoming schedule of meetings regarding the Comprehensive Plan.

Mr. Freemire commented that his observation is that the Commission would prefer to understand the goals of City Council for the near future and identify the milestones by which progress can be measured.

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Mr. Flaherty spoke to the Commissioners about City Council and explained that City Manager Keck is working closely with them to establish a consensus on goals for the City.

▶

Discussion continued regarding how to best work with Council and ensure that goals and objectives are met through collaboration on topics that are important to the advancement of the City.

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Mr. Flaherty informed the Commissioners that the Council meeting on April 13th will include an update on the Next Steps Study, Walk and Wheel Plan and the Comprehensive Plan and encouraged the Commissioners to attend in order to hear Council's feedback.

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Mr. Neubecker referred to Englewood resident Doug Cohn's comments at the prior meeting requesting that the Commission reclassify groups as they relate to group homes allowed in the City. The Commissioners agreed that the topic should be addressed at a future date, but is not currently a priority.

The Boards and Commission Appreciation Night will be held June 22, 2015, at the Englewood Recreation Center.

The meeting April 21, 2015, will begin at 6:00 p.m. to accommodate discussion on the Comprehensive Plan and the scheduled public hearing.

The Commissioners were provided a schedule of the upcoming meetings for the Comprehensive Plan, Next Steps Study and Walk and Wheel Master Plan.

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The May 5, 2015, meeting will be a public hearing for a small lot development plan and a conditional use application for a brewery will be scheduled soon as well.

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VII. COMMISSIONER'S CHOICE

Mr. Brick requested information from Mr. Flaherty on how the Commission can assist Council with budgeting and prioritizing capital projects.

Mr. Bleile expressed that he believes the decisions of the Commission should be based on data. He commented on the monthly report from Community Development and that he found it very helpful. He requested data on ordinances that were altered by Council.

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Mr. Fish recapped the discussion at the previous meeting on attendance.

The meeting adjourned at 8:50 p.m.

/s/ Julie Bailey, Recording Secretary

August 10	Study Session
August 17	Study Session & Regular Meeting Financial Report
August 24	Study Session
August 31	No meeting scheduled – 5th Monday
September 8	Study Session & Regular Meeting – Tuesday
September 14	Study Session
September 21	Study Session & Regular Meeting Financial Report
September 28	Study Session 2016 Proposed Budget Workshop

FUTURE STUDY SESSION TOPICS

Fire Code Adoption
 Capital Project Approval Process/Purchasing Policy
 Golf Course – Alternative Uses
 Alternative Financing Solutions
 River Run Easement
 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
 Citizen of the Year Selection Process
 “Running Effective Meetings 101 – Bob’s Rules”