

Council Request Update

April 28, 2016

Council Request 16-024/16-091 (Role of Council Liaisons)

Requested by: Councilmembers Barrentine & Russell

Assigned to: CMO

Request: Request for the roles of Councilmembers as council liaisons.

Response: The response from Assistant City Manager Murphy Robinson outlines the role of Councilmembers as Council liaisons to Boards and Commissions.

Council Request 16-076 (Economic Development Incentives)

Requested by: Councilmember Olson

Assigned to: CD

Request: Request for information on economic development incentives.

Response: The response from Economic Development Manager Darren Hollingsworth outlines the Economic Development Incentive Project.

Council Request 16-095 (General Contractor Requirements)

Requested by: Councilmember Yates

Assigned to: Building

Request: Request for the code to review that requires the use of a general contractor.

Response: The response from Chief Building Official Lance Smith outlines the section of the Englewood Municipal Code that defines a contractor.

Council Request 16-097 (Zone Changes)

Requested by: Councilmember Russell

Assigned to: CD

Request: Request for a list of all zone changes in the past five years.

Response: The response from Senior Planner Harold Stitt shows the zone changes and PUD activity from 2010 through 2016 to date.

2016 COUNCIL REQUESTS

Number	Request Date	Request Type	Requested by	Request	Assigned To	Due Date	Follow-up Date	Date Completed
16-031	1/19/2016	I	Barrentine	Legal Opinion - EURA Council Representative	CAO	1/22/2016		
16-032	1/12/2016	I	Russell	City Ditch - Oxford Repairs	PW	1/14/2016		1/21/2016
16-033	1/25/2016	I	Barrentine	EEF/EMRF Funds and By-Laws	EEF/EMRF	1/29/2016	3/1/2016	3/1/2016
16-034	1/25/2016	I	Barrentine	Board & Commission Eligibility Study Session	CMO	1/29/2016		1/27/2016
16-035	1/25/2016	I	Olson	StrengthsFinder/Birkman Assessment Costs	CMO	1/29/2016		3/17/2016
16-036	2/1/2016	I	Jefferson	Background: ERC Preschool Discontinuation	PRL	2/4/2016		2/3/2016
16-037	2/1/2016	I	Martinez	Study Session: Recreational Marijuana	CMO	2/4/2016		2/3/2016
16-038	2/1/2016	I	Gillit	Study Session: Council policies/conduct	CMO	2/4/2016		2/3/2016
16-039	2/1/2016	I	Barrentine	Charter Review - Council Voting/Abstentions	CAO	2/4/2016		
16-040	2/1/2016	I	Olson	Study Session: Green Vehicle Policy Review	CMO/PW	2/4/2016		2/3/2016
16-041	2/1/2016	I	Yates	Background: Public Intoxication Ordinance	PD	2/4/2016		2/2/2016
16-042	2/1/2016	I	Russell	Sewer Issue - 3400 block South Broadway	CD	2/4/2016		2/3/2016
16-043	2/1/2016	I	Jefferson	Business Notification of Regulation Changes	CMO/ALL	2/4/2016		2/3/2016
16-044	2/1/2016	I	Martinez	Service Line Warranty Cancellation Letter	CMO	2/4/2016		2/24/2016
16-045	2/1/2016	I	Martinez	Clayton Elementary Street Conditions (snow)	PW	2/4/2016		2/23/2016
16-046	2/1/2016	I	Martinez	CityCenter Evening Meeting Security	PD/EEF	2/4/2016		3/21/2016
16-047	2/1/2016	I	Council	Citizen of the Century Selection Information	CMO	2/4/2016		2/3/2016
16-048	2/3/2016	I	Jefferson	Englewood Depot Snow Removal Inquiry	PR	2/5/2016		3/4/2016
16-049	2/9/2016	I	Yates	Construction Defects Ordinance	CAO	2/12/2016		
16-050	2/13/2016	I	Barrentine	Economic Development Incentives Inquiry	CD	2/16/2016		2/16/2016
16-051	2/16/2016	S	Barrentine	Mayor/Manager/Attorney Mtg. Audio	CMO	2/19/2016		2/19/2016
16-052	2/16/2016	S	Barrentine	Meeting Audio Solution	CMO/IT	2/19/2016		2/23/2016
16-053	2/16/2016	S	Olson	Simon Center Sexual Harrassment Claims	PD	2/19/2016		2/19/2016
16-054	2/16/2016	S	Barrentine	Paseo Fence Inquiry	CD	2/19/2016		2/19/2016
16-055	2/22/2016	I	Council	FunFest Follow-up	PRL	2/25/2016		2/24/2016
16-056	3/1/2016	I	Barrentine	Paseo Fence Inquiry - Follow-up	CD	3/3/2016		3/2/2016
16-057	3/3/2016	S	Jefferson	Floyd & Bannock Code/Crime Concerns	PD	3/4/2016		3/7/2016
16-058	3/14/2016	I	Jefferson	Cherokee Kivas Construction Project Update	CD	3/17/2016		3/17/2016
16-059	3/14/2016	I	Olson	OpenEnglewood Statistics	FAS	3/17/2016		3/15/2016
16-060	3/14/2016	I	Olson	Comp. Plan Clarification - Belleview/Broadway	CD	3/17/2016		3/17/2016
16-061	3/14/2016	I	Jefferson	Microphones - Community Room	CMO	3/17/2016		3/15/2016
16-062	3/14/2016	I	Jefferson	Denver Fire - Late-night Lights and Sirens	CMO/PW	3/17/2016		4/7/2016
16-063	3/16/2016	I	Gillit	S. Lipan Code Violations - Trash	PD	3/21/2016		3/23/2016
16-064	3/18/2016	I	Gillit	3398 W. Grand Ave. -Remodelling Permit	CD	3/22/2016		3/18/2016

S = Service
I = Information

CA - City Attorney; CMO - City Manager's Office; CD - Community Development; EEF - Englewood Environmental Foundation
FAS - Finance and Administrative Services; PRL - Parks, Recreation Library; MC - Municipal Court; PW - Public Works; PD - Police Department; UT-
Utilities; WW - Wastewater Treatment Plant

Number	Request Date	Request Type	Requested by	Request	Assigned To	Due Date	Follow-up Date	Date Completed
16-065	3/21/2016	I	Council	Inquiries re: Marijuana Social Clubs	CAO	3/24/2016		4/11/2016
16-066	3/21/2016	I	Olson	Revenue Comparison Chart	FAS	3/24/2016		3/30/2016
16-067	3/21/2016	I	Olson	Financial Report - Color Consistency	FAS	3/24/2016		3/30/2016
16-068	3/21/2016	I	Barrentine	Code Enforcement Stats - Last 12 years	PD	3/24/2016		3/31/2016
16-069	3/21/2016	I	Barrentine	Alta Cherry Hills - Map Corrections	CD	3/24/2016		3/30/2016
16-070	3/21/2016	I	Yates	City Ditch/Private Property Fencing	UT/PW	3/24/2016		4/18/2016
16-071	3/21/2016	I	Council	Economic Development Incentive Policy Update	CD	3/24/2016		3/24/2016
16-072	3/28/2016	I	Jefferson	ACE Business Survey Results to Council	CD	3/31/2016		3/29/2016
16-073	3/28/2016	I	Olson	Street Conditions - Xcel Energy Follow-up	PW	3/31/2016		4/1/2016
16-074	3/28/2016	I	Jefferson	Englewood Marketing Plan	CMO/CD	3/31/2016		3/30/2016
16-075	3/28/2016	I	Barrentine	Littleton Police Facility Renovation	CMO	3/31/2016		
16-076	3/29/2016	I	Olson	Economic Incentives Analysis	CD/FAS	3/31/2016		4/27/2016
16-077	4/5/2016	I	Olson	Equal Employment Opportunity- Job Posts, EEO La	FAS	4/8/2016		
16-078	4/5/2016	I	Olson	Cherokee Kivas - Meeting Update	BD/CMO/CA/CD	4/8/2016		
16-079	4/5/2016	I	Council	New Comp Plan - Arts & Crafts Home Preservation	CD	4/8/2016		4/6/2016
16-080	4/5/2016	I	Gillit	Checklist for building projects/remodels	BD	4/8/2016		4/7/2016
16-081	4/5/2016	I	Yates	Over-the-counter permitting for 10 most Common	BD	4/8/2016		4/7/2016
16-082	4/5/2016	I	Barrentine	Report of all EMRF expenses since 1999	FAS	4/8/2016		4/20/2016
16-083	4/6/2016	S	Jefferson	E-Notifications for Community Development NewsCommunications		4/8/2016		4/6/2016
16-084	4/7/2016	I	Gillit	4856 S. Lipan St. trailer parked illegally in front of a	PD	4/11/2016		4/7/2016
16-085	4/11/2016	I	Gillit	Status and type of tenant that will use space at Oxf	CD	4/14/2016		4/11/2016
16-086	4/11/2016	I	Jefferson	Englewood specific unemployment stats	CMO	4/15/2016		
16-087	4/11/2016	I	Olson	Impact of industrial development in a 1st tier subur	CD	4/15/2016		4/14/2016
16-088	4/11/2016	I	Olson	A primer sheet on the PUD process	CD	4/15/2016		4/14/2016
16-089	4/11/2016	I	Jefferson	Residential development positive/negative to a co	CD	4/15/2016		4/14/2016
16-090	4/11/2016	I	Council	Will TIF be generated from General Ironworks site?	CD/FAS	4/15/2016		
16-091	4/11/2016	I	Russell	Role of Council liaison to a Board/Commission	CMO	4/15/2016		4/27/2016
16-092	4/12/2016	I	Yates	What code requires the use of General Contractor	CD	4/15/2016		4/13/2016
16-093	4/12/2016	I	Yates	Cost to have SAFEbuilt run Building Department	CD/FAS	4/15/2016		
16-094	4/18/2016	I	Barrentine	Process of moving alternate to regular on B&Cs	CMO	4/21/2016		4/19/2016
16-095	4/18/2016	I	Yates	Provide the code that requires the use of General C	CD	4/21/2016		4/21/2016
16-096	4/21/2016	S	Jefferson	Get the lights working on gateway entry sign 2700 S	PR&L	4/26/2016		
16-097	4/25/2016	I	Russell	List of all zone changes in past 5 years	CD	4/28/2016		4/28/2016
16-098	4/25/2016	I	Barrentine	Unsafe tree 4898 S. Lincoln St.	CAO/PD	4/28/2016		

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TO: City Council

FROM: Murphy Robinson, Assistant City Manager

DATE: Monday, March 29, 2016

SUBJECT: Council Request 16-024/16-091

The Council Liaison is a communication link between the Council and committee/ task force. The Council Liaison is a leadership resource to the committee/ task force Chair and Staff Liaison, as well as a resource to the Council regarding committee and task force activities. Each committee/ task force is assigned a Council Liaison appointed annually.

Responsibilities of the Council Liaison include but are not limited to:

- A. Participating in the committee conference calls and meetings.
- B. Maintaining clear lines of communication by serving as a spokesperson for both the Committee and/or task force and Council.
- C. Monitor performance of annual committee and/or task force objectives and update the Council as needed on the committee or task force's progress towards achieving these objectives.
- D. Communicate to the Council new committee or task force project proposals, especially those with potential budget implications.

The council liaison is not a voting member of any of the committee and should abstain from giving directive's to the committee as the liaison position serves as a resource only.



TO: Mayor Jefferson and Council Members

THRU: Eric Keck, City Manager
Brad Power, Community Development Director

FROM: Darren Hollingsworth, Economic Development Manager
Jennifer Nolan, Revenue and Budget Manager

DATE: April 27, 2016

SUBJECT: Council Request 16-076 Economic Development Incentive Project Analysis

Council's Economic Development Incentive Policy

In September of 2012, City Council adopted an Economic Development Incentive Policy to assist economic development efforts and foster diversification of the economic base. Under this policy Council approved incentive agreements to five projects. Below is a description and analysis of each of these projects:

King Soopers at Federal and Belleview: This \$17 million project involved the demolition of obsolete grocery store, which was replaced with a 78,000 square foot facility.

- **Incentive Amount:** Incentive capped at the lesser of 4 years or \$510,500.
- **Economic Benefits:** This project retained an existing business with 90 jobs. Employment increased by 38 full time jobs. Sales tax revenue increased by 122%.

Oxford Station TOD: This \$35 million project will create 252 residential units on a 3.5 acre industrial site near the Oxford Light Rail Station.

- **Incentive Amount:** 1) Rebate building use tax 55% or \$260,000. 2) Rebate 100% use tax on furniture fixture and equipment up to \$17,500. 3) Waiver of permit fees 50% or \$44,500. 4) Reduce the park fee in lieu from \$20,000 per acre to \$10,000 per acre.
- **Economic Benefits:** Total City revenues for development net of incentive will be approximately \$345,000. Additionally, the City's portion of the property taxes generated from this redevelopment will increase from \$3,315 per year to approximately \$21,500 annually.

Alta Cherry Hills: This \$38 million project creates 306 new residential units that will house approximately 500 new residents.

- **Incentive Amount:** 1) \$170,000 rebate of use tax. 2) Reduce park fee in lieu by 50%, from \$20,000 per acre to \$10,000 per acre. 3) City to use undergrounding fund to relocate Xcel's overhead utility lines total cost approximately \$300,000.
- **Economic Benefits:** Property tax paid to the City will be approximately \$11,000 annually for a property that was previously tax exempt. \$500,000 in building use taxes to be generated. The 500 residents are projected to have a household income of \$85,000 to \$100,000, which will support the purchase of local goods and services.

Broadbell Center Retail & Sprouts Farmers Market: This \$11 million project represents the redevelopment of 3.7 acre vacant auto dealership with a Sprouts, Advance Auto Parts and 8,000 s.f. retail space.

- **Incentive Amount:** 1) Rebate 50% building use tax and furniture fixture and equipment use tax from project not to exceed \$68,000. 2) Rebate sales tax from project not to exceed \$182,000 or 3 years.
- **Economic Benefits:** Transition vacant car lot into Grocery-anchored retail development comprising a total of approximately 43,000 s.f. This project has generated approximately 30 new full-time jobs and 45 part-time jobs. Sales tax revenues are up 44% over the former use, Larry Miller Nissan.

Rite Aid Pharmacy: Redevelop a 1.7 acre lot in Englewood's medical district with a 14,600 square foot Rite Aid Pharmacy.

- **Incentive Amount:** 1) Rebate 50% of actual building use tax collected, not to exceed \$30,625. 2) Rebate 50% of actual sales tax collected, not to exceed \$105,000 or 3 years, whichever occurs first.
- **Economic Benefits:** Development of a vacant site, which has been sitting idle for 15 years into a sales tax generating and job generating site. Approximately 30 new jobs will be created and an estimated \$70,000 per year will be generated in sales tax revenues.



TO: Eric Keck, City Manager

THRU: Harold Stitt, Acting Director Community Development

FROM: Lance Smith, Chief Building Official

DATE: April 21, 2016

SUBJECT: CR #16-095 – General Contractor Requirements - Request for the code to review that requires the use of a general contractor.

The provisions for requiring a contractor are not found in building codes. All provisions for requiring licenses and permits are found in the Englewood Municipal Code. Any persons or firm supervising any work for which a license is required or performing work within the City of Englewood, by definition, are considered to be a “contractor”. There are only 3 classifications of general contractors that are permitted to supervise work performed by others.

EMC Title 5 Section 5-7: Contractor Licensing defines a contractor as “Any person, firm, partnership, corporation, association or organization, or any combination thereof, who undertakes for himself, or with or for another, to build, construct, alter, repair, add to, wreck or move any building or structure, or any portion thereof, or do any work or supervise any work for which a license is required under the provisions of this chapter for a fixed sum, price, fee percentage, trade in kind, or other compensation including the cost of the materials or labor or any combination thereof.”



TO: Mayor Jefferson and City Council members

THRU: Eric Keck, City Manager
Brad Power, Community Development Director

FROM: Harold J. Stitt, Senior Planner

DATE: April 28, 2016

SUBJECT: Council Request 16-097 Zone Changes

The attached spreadsheet lists the rezoning and PUD activity from 2010 through 2016 year to date.

Rezoning and PUD 2010 - 2016

Year	Applicant	Property Address	Project	Council Action
2010	Habitat for Humanity of Metro Denver	1210 W Quincy Cir	Englewood Estates PUD Amendment. Increase residential unit count from 7 to 11.	Denied
2011	Key Bank	201 E Jefferson Ave	The Shops at Hampden and Logan PUD Amendment. Add drive-thru ATM as permitted use.	Approved
2012	Regency Centers	3495 S University Blvd	Denver Seminary PUD Amendment #3. Add Bank with drive-thru as permitted use. (Kent Place)	Approved
2012	Barbury Holdings, LLC	3695 S Lincoln St	Flood Middle School PUD. Rezone from M-U-R-3-B, MU-B1, and R-2-B to PUD. (Alta Cherry Hills)	Approved
2012	LCP Oxford LLC,	1366 W Oxford Ave	Oxford Station PUD. Rezone from I-1 to PUD.	Approved
2012	Sand Creek Investors, LLC	601 W Bates Ave	Sand Creek PUD. Rezone from I-1 and I-2 to PUD.	Approved
2012	W H Investments, Inc.	3001 S Galapago St	W H PUD. Rezone from I-1 and R-2-B to PUD.	Approved
2013	Elsey Partners, LLC	4201 S Navajo St	Navajo Apartments PUD. Rezone from I-1 to PUD.	Approved
2013	ZC3, LLC	3085 S Broadway	Chick-fil-A Speer's Broadway PUD. Rezone from MU-B-2 to PUD.	Approved
2014	Shadow Creek Homes, LLC	3299 S Logan St	3299 South Logan Street Residences PUD. Rezone from R-1-C to PUD.	Approved
2015	LCP Oxford LLC	1366 W Oxford Ave	Oxford Station PUD amendment. Site Plan Revision.	Approved
2015	Colrich, LLC	5312 S Broadway Cir	Vacation of The Broadway Planned Development. Rezone to MU-R-3-B.	Approved
2015	SW Development Group, LLC	601 W Bates Ave	Sand Creek PUD Amendment. The Foundry Apartments site plan approval.	Approved
2016	Metropolitan Residential Advisors	1210 W Quincy Cir	Englewood Estates PUD Amendment. Increase residential unit count from 7 to 12.	Denied