



**AGENDA FOR THE  
ENGLEWOOD CITY COUNCIL  
STUDY SESSION  
MONDAY, JUNE 6, 2011**

- I. **Executive Session**  
At 6:00 p.m. in the City Council Conference Room, City Council will discuss a negotiations (Union) matter pursuant to C.R.S. 24-6-402-4(e).
- II. **July 4<sup>th</sup> Fireworks Update**  
At 6:30 p.m. in the Community Room, Acting Fire Chief Dick Petau and Training Officer Kraig Stovall will provide a July 4<sup>th</sup> Festival and Fireworks update.
- III. **Tap Fee Rate Study**  
Utilities Director Stu Fonda will discuss the Tap Fee Rate Study.
- IV. **Moratorium on Sub-area 2.**  
Community Development Director Alan White will discuss the moratorium on on certain Building Permits in a portion of Medical District Subarea 2.
- V. **City Manager's Choice**  
A. Tentative meeting with Littleton City Council on June 28, 2011.
- VI. **City Attorney's Choice**

# City of Englewood

## Fire Department

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### M E M O R A N D U M

**To:** City Manager Gary Sears, Mayor Jim Woodward and Englewood City Council  
**Through:** Fire Chief Mike Pattarozzi  
**From:** Fire Battalion Chief Kraig Stovall  
**Date:** May 31, 2011  
**Subject:** 2011 Family Festival and Fireworks

The cities of Englewood, Littleton, and the South Suburban Parks and Recreation District will present the 16<sup>th</sup> Annual Family Festival and Fireworks event at Belleview, Cornerstone and Progress Parks this Fourth of July. As in the past, the key objectives for the event are to provide a safe and organized day of family fun and entertainment for the local communities in conjunction with the celebration of America's declaration of independence.

This year's event will provide a very familiar selection of free activities, food and entertainment provided by vendors, live music, and fireworks. The formal activities begin early in the day with a fishing derby in Progress Park beginning at 8:00 a.m. and culminate in the public fireworks display at 9:30 p.m. The cities of Englewood and Littleton will provide police, fire and emergency medical coverage for the festival, while Englewood Parks and South Suburban Parks and Recreation District will provide setup and removal of the facilities required for the event.

Funding for the event is received from the event's presenting agencies, and three sponsoring organizations, Arapahoe County, the City of Centennial, and the City of Sheridan, as well as through fees collected from food and activity vendors. Including carry-over funds from 2010, the contributions received in 2011 exceed the amount required to fund last year's festival (see table). Many thanks go to our sponsoring agencies, without whose support we would be unable to continue the event in its current format without further cost to our presenting agencies.

The fireworks vendor for 2011 remains *Western Enterprises*, the organization who has provided our display for over 25 years. In 2011 we put the display out to bid, as we did three years ago. This year, no one offered a competing bid to Western. Western outbid everyone three years ago by a significant margin, so I suspect the companies that can produce this type of show know they will be tough to compete with. Western's fee is unchanged from 2010, and they continue to offer us a \$1000.00 discount for early payment as well.

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The planning committee is confident that this year's festival will be another great community event. As I have mentioned before, without the help of many others from all three presenting agencies, we could not provide this high quality event. My thanks go out to all of them, but in particular to my co-chair, Commander Gary Condrey - Englewood Police, and Kelli Narde - Littleton Director of Communications, whose leadership investment has made the Family Festival and Fireworks a success over many years.

Finally, many thanks to all of you, for your continuing support of the committee as the leaders of our community - the event could not take place without you. As always, if you have any questions or concerns related to the event or its management please contact me.

16th Annual Family Festival and Fireworks	
May 31, 2011	
<b>Balance Forward 2009</b>	2,382.02
<b>Revenues</b>	
Contributions	25,500.00
Entry Fees	3,341.50
Interest thru Dec	56.57
<b>Total Revenues</b>	<b>28,898.07</b>
<b>Expenditures</b>	<b>28,211.81</b>
<b>Balance 2010</b>	<b>3,068.28</b>
<b>2011 Contributions</b>	
Englewood	8,000.00
Littleton	8,000.00
SSPRD	2,500.00
Arapahoe County	5,000.00
Centennial	1,000.00
Sheridan	1,000.00
<b>Total Contributions</b>	<b>25,500.00</b>
<b>Total Capital 2011</b>	<b>28,568.28</b>

**2011**  
**4<sup>TH</sup> OF JULY**  
**FAMILY FESTIVAL & FIREWORKS**

**MONDAY, JULY 4**  
**3 - 10 PM**

- BELLEVIEW PARK
- CORNERSTONE PARK &
- PROGRESS PARK

28,000 sq ft along W. Belleview Ave. (about one half mile east of S. Santa Fe Dr.)

**ENJOY:** Food Cakes • Crafts • Face Painting • Airbrush Tattoos • Kids' Races • Live Music • Watermelon Eating Contest • Drag Race • Kids' Games • Kids' Parade • Kids' Parade • Kids' Parade

**WINDYHAMPTON JAZZ ORCHESTRA** (7:30 at Cornerstone Park)  
The Festival is **FREE**, but fees will be charged for some activities.

**FIREWORKS SHOW AT 9:30 PM!**

**PLEASE...** No personal fireworks • No alcohol • No pets (including service dogs)

**THANKS** to our generous sponsors:

City of Englewood • City of Littleton • SSPRD • Arapahoe County • Centennial • Sheridan • Englewood Police • Littleton Police • Fire Department • Fire Department • Fire Department

**DETAILS:** ENGLEWOOD.COV.ORG OR LITTLETON.COV.ORG

## **MEDIA RELEASE**

### ***For Immediate Release***

**Contact:** Kraig Stovall, Englewood Fire, 303-762-2474  
Kelli Narde, Littleton Director of Communications, 303-795-3720  
**Date:** June 1, 2011

### **Celebrate Independence Day at the Fourth of July Family Festival and Fireworks Show**

The 16<sup>th</sup> annual Fourth of July Family Festival and Fireworks Show will be held on Monday, July 4 at Belleview, Progress and Cornerstone Parks near the intersection of Belleview and Windermere. With an emphasis on a safe night for families, there will be strict enforcement of laws prohibiting alcohol and personal fireworks. Pets are strongly discouraged.

There will be plenty of food, fun, entertainment, games and a fantastic fireworks show for families and friends at this free event sponsored by the cities of Littleton and Englewood, Arapahoe County, and South Suburban Parks and Recreation. Additional financial support is provided by the cities of Sheridan and Centennial.

A variety of food concessions will be available in Belleview and Cornerstone parks. At 9:30 p.m., the spectacular fireworks show will be launched from the baseball fields at Cornerstone Park. There will be many activities for the entire family including:

#### At Cornerstone Park

- The batting cages will be open from 10 a.m. to 2 p.m.
- A 66-foot Chinese dragon slide, a large bounce house, and bungee tramp for a fee starting at 3 p.m.
- Free field games, face painting and Drug Free Marshalls from 1 to 5 p.m.
- The Air Life helicopter will land at 6 p.m.
- Colorado Journey miniature golf course will be open from noon to 6 p.m.
- Entertainment will begin at 7 p.m. on the show wagon featuring the *Windjammers*.

#### At Progress Park

- A fishing derby will be held from 9 to 11 a.m. Registration begins at 8 a.m. Participants
-

over the age of 16 need a valid fishing license.

### At Belleview Park

- The Belleview Miniature Train and the Children's Farm will welcome families from 11 a.m. to 4 p.m. (\$1.50 ea.).
- Pirates Cove will be open from 10:30 a.m. until 6:30 p.m.
- There will be free duck races (5 p.m.) and a watermelon eating contest (7 p.m.).
- A slide, bounce house, and a climbing wall will be available for a fee.

Alcohol, glass containers, and personal fireworks (including sparklers) are strictly prohibited.

Fire marshals, police officers and park rangers will confiscate fireworks, issue citations and escort violators from the park.

No parking will be permitted on the south side of West Prentice Avenue from Windermere to Hickory Street. Motorists are encouraged to obey other traffic restrictions that will be in effect. Limited parking will be available near the parks and at the Littleton Service Center, 1800 West Belleview Avenue.

Special thanks to community sponsors and volunteers: Englewood Neighborhood Watch, Country Buffet-Englewood, Englewood Church of Scientology, Citizens Emergency Response Team, and Arapahoe Rescue Patrol.

**-end-**

City of Englewood

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# Water and Sewer Connection Fees

May 18, 2011

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Report Prepared By.



6149004

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# 1. Executive Summary

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## 1.1. Introduction

The City of Englewood, Colorado (City) provides water and sewer service to 8,400 and 43,000 customer accounts, respectively. About 75% of sewer accounts are located outside the City. The City's water and sewer utilities are funded primarily from rates and connection fees.

The connection fee is a one-time charge that allows new users to pay for their proportionate share of capacity in the City's water treatment plant and distribution system, sewer collection system, and wastewater treatment plant. The City authorized Red Oak Consulting to update the City's water and sewer connection fees. This report summarizes study assumptions, procedures, findings and recommendations.

## 1.2. Assumptions

This connection fee study is based on numerous assumptions. Changes in these assumptions could have a material effect on the study findings. Red Oak made the following assumptions in this study:

- The buy-in methodology is the best method to calculate the connection fees
- Capacity requirements of a 3/4-inch meter represent the requirements of one capacity unit
- Water and sewer mains smaller than 12 inches are contributed by developers
- Replacement cost of water and sewer mains are based on estimated rehabilitation cost
- Replacement cost of water and wastewater treatment plants are based on original cost trended to current cost using the 20-city Engineering News Record Construction Cost Index

## 1.3. Proposed Water Connection Fees

- Red Oak calculated water connection fees using four standard valuation approaches: original cost, original cost less depreciation, replacement cost, and replacement cost less depreciation.
- Table I-1 compares existing and proposed inside City water connection fees. Existing fees have been in effect since 1982. Proposed connection fees for each meter size are the product of the connection fee per capacity unit (3/4-inch meter) multiplied by the meter capacity ratio.

**Table 1-1  
Comparison of Existing and Proposed  
Water Connection Fees**

Meter Size	Existing Fees	AWWA Meter Capacity Ratios	Proposed Fees			
			Original Cost	Original Cost Less Depreciation	Replacement Cost	Replacement Cost Less Depreciation
3/4"	1,000	1.00	1,570	1,120	4,360	3,320
1"	1,800	1.67	2,620	1,870	7,270	5,530
1½"	4,000	3.33	5,200	3,700	14,500	11,100
2"	7,200	5.33	8,400	6,000	23,300	17,700
3"	16,000	10.67	16,700	11,900	46,500	35,400
4"	28,800	16.67	26,200	18,700	72,700	55,300
6"	64,000	40.00	62,800	44,800	174,400	132,800

#### 1.4. Proposed Sewer Collection System Connection Fees

- Red Oak calculated sewer collection system connection fees using four standard valuation approaches: original cost, original cost less depreciation, replacement cost, and replacement cost less depreciation.
- Table 1-2 compares existing and proposed sewer collection system connection fees. Existing fees have been in effect since 1982.

**Table 1-2  
Comparison of Existing and Proposed  
Sewer Collection System Connection Fees**

Meter Size	Existing Fees	AWWA Meter Capacity Ratios	Proposed Fees			
			Original Cost	Original Cost Less Depreciation	Replacement Cost	Replacement Cost Less Depreciation
3/4"	500	1.00	170	70	1,200	530
1"	833	1.67	280	120	2,000	880
1½"	1,677	3.33	600	200	4,000	1,800
2"	2,667	5.33	900	400	6,400	2,800
3"	5,333	10.67	1,800	700	12,800	5,700
4"	8,333	16.67	2,800	1,200	20,000	8,800
6"	16,667	40.00	6,800	2,800	48,000	21,200

## 1.5. Proposed Wastewater Treatment Plant Connection Fees

- Red Oak calculated wastewater treatment plant connection fees using four standard valuation approaches: original cost, original cost less depreciation, replacement cost, and replacement cost less depreciation.
- Table 1-3 compares existing and proposed wastewater treatment plant connection fees. Existing fees have been in effect since 1982.

**Table 1-3  
Comparison of Existing and Proposed  
Wastewater Treatment Connection Fees**

Meter Size	Existing Fees	AWWA Meter Capacity Ratios	Proposed Fees			
			Original Cost	Original Cost Less Depreciation	Replacement Cost	Replacement Cost Less Depreciation
3/4"	1,400	1.00	890	730	1,140	860
1"	2,333	1.67	1,480	1,220	1,900	1,430
1½"	4,667	3.33	3,000	2,400	3,800	2,900
2"	7,467	5.33	4,700	3,900	6,100	4,600
3"	14,932	10.67	9,500	7,800	12,200	9,200
4"	23,332	16.67	14,800	12,200	19,000	14,300
6"	46,667	40.00	35,600	29,200	45,600	34,400

## 1.6. Proposed Mixed-Use Connection Fees

Red Oak developed connection fees for developments that include a mix of multifamily and commercial establishments. Proposed mixed-use connection fees produce connection fees designed to approximate the proposed meter size-based connection fees for the midrange of the number of dwelling units or fixture units served by that meter size. Section 5 shows the proposed mixed use connection fees.

## 2. Water Connection Fees

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### 2.1. Methodology

Connection fees are usually based on one of the following industry-standard evaluation methods:

- Equity buy-in
- Incremental cost
- Hybrid

The equity buy-in method bases connection fees on the value and capacity of existing facilities. This method is best suited for existing facilities with excess capacity.

The incremental cost method bases connection fees on the value and capacity of future facilities. This method is best suited for utilities that have limited unutilized capacity in and have prepared detailed growth-related capital project plans.

The hybrid method bases the connection fee on the combination of the value and capacity of existing and future facilities. This method is appropriate for utilities that have some unused capacity in existing facilities and capacity expansion planned in the near future.

Red Oak used the equity buy-in method to calculate the water connection fees. This is considered an appropriate method to use for the City's water utility since it has ample capacity in its existing facilities to serve future growth.

### 2.2. Calculation Procedure

Red Oak calculated water connection fees using the following steps:

- Identify water system assets
- Estimate value of assets under four different valuation methods
- Determine capacity requirements of one capacity unit
- Determine number of capacity units that can be served by existing facilities
- Calculate connection fee per capacity unit

### 2.3. Water System Value

Red Oak Consulting calculated the value of the City water system for each of the following standard valuation approaches:

- Original Cost
- Original Cost Less Depreciation
- Replacement Cost New
- Replacement Cost Less Depreciation

Original cost values are historic costs of purchasing and installing assets. Original cost less depreciation values are the book value of the assets. Replacement cost values are present-day estimated costs to purchase and install existing assets. Replacement cost less depreciation takes into consideration physical depreciation and obsolescence of existing assets.

Original cost and original cost less depreciation are values based on City asset records. Replacement cost values for water line assets are based on estimates by line size. Replacement cost values for all other assets are based on original costs trended to present day value using the 20-City ENR-CCI. Table 2-1 compares water system asset values for the four valuation approaches.

**Table 2-1  
Water System Value**

Line No.	Fixed Asset	Original Cost	Original Cost Less Depreciation	Replacement Cost	Replacement Cost Less Depreciation
1	Treatment Plant	\$ 20,542,812	\$ 15,300,384	\$ 34,600,504	\$ 24,284,849
2	Pumps and Storage	4,396,834	1,586,681	12,927,468	2,856,956
3	Mains	15,089,114	7,995,125	4,626,418	2,451,356
4	General Plant	<u>11,551,563</u>	<u>9,884,451</u>	<u>62,161,229</u>	<u>57,413,563</u>
5	<b>Total System Value</b>	<b>\$ 51,580,323</b>	<b>\$ 34,766,641</b>	<b>\$ 114,315,619</b>	<b>\$ 87,006,724</b>

## 2.4. System Capacity

Red Oak assumed the capacity requirements of a 3/4-inch meter represent the capacity requirements of one capacity unit. The 3/4-inch meter is commonly used for new single family residential connectors and represents the majority of water meters in service. Capacity units for all other meter sizes are a product of the number of customers for each meter size and capacity ratios of the respective meter sizes.

The City's water treatment plant peak day capacity is 28 million gallons per day (mgd) and is sufficient to serve the projected build-out population of the water service area. Red Oak assumes the number of capacity units that can be served by the water system is commensurate with treatment plant capacity.

Red Oak estimated peak day demand per capacity unit using City billing data and peak day demand data. The peak day demand per capacity unit of 1,070 gallons per day (gpd) is the product of 483 gpd average day demand for a 3/4-inch meter and the water system's peak day to average day demand ratio of 2.22.

Table 2-2 shows the calculation of the number of capacity units of the water treatment plant. System capacity of 26,200 is the quotient of peak day capacity of the water treatment plant and peak day demand of one capacity unit.

**Table 2-2  
Water Treatment Plant Capacity**

Line No.	Description	Calculation
1	Peak Day Capacity of Water Treatment Plant (GPD)	28,000,000
2	Peak Day Demand of One Capacity Unit (GPD)	1,070
3	<b>Water System Capacity (Capacity Units)</b>	<b>26,200</b>

## 2.5. Fee Calculation

The proposed water connection fee for a capacity unit is the quotient of the total system value and the capacity units of the system. System value is the value of existing assets less developer contribution. Red Oak assumed water mains 12-inches and smaller were contributed by developers. Table 2-3 shows the water connection fee calculation for a capacity unit.

**Table 2-3  
Development of Water Connection Fee per Capacity Unit**

Line No.	Fixed Asset	Original Cost	Original Cost Less Depreciation	Replacement Cost	Replacement Cost Less Depreciation
1	Existing Assets	\$ 51,580,323	\$ 34,766,641	\$ 114,315,619	\$ 87,006,724
2	Less Contributions	<u>(10,321,094)</u>	<u>(5,468,740)</u>	<u>(0)</u>	<u>(0)</u>
3	System Value	\$ 41,259,229	\$ 29,297,901	\$ 114,315,619	\$ 87,006,724
4	System Capacity Units	26,200	26,200	26,200	26,200
5	<b>Connection Fee, per Capacity Unit</b>	<b>\$ 1,570</b>	<b>\$ 1,120</b>	<b>\$ 4,360</b>	<b>\$ 3,320</b>

Table 2-4 compares existing and proposed single family and nonresidential water connection fees. Existing fees have been in effect since 1982. Proposed connection fees for each meter size are the product of the connection fee per capacity unit (3/4-inch meter) and meter capacity ratio.

**Table 2-4  
Comparison of Existing and Proposed  
Single Family and Nonresidential Water Connection Fees**

Meter Size	Existing Fees	AWWA Meter Capacity Ratios	Proposed Fees			
			Original Cost	Original Cost Less Depreciation	Replacement Cost	Replacement Cost Less Depreciation
3/4"	1,000	1.00	1,570	1,120	4,360	3,320
1"	1,800	1.67	2,620	1,870	7,270	5,530
1½"	4,000	3.33	5,200	3,700	14,500	11,100
2"	7,200	5.33	8,400	6,000	23,300	17,700
3"	16,000	10.67	16,700	11,900	46,500	35,400
4"	28,800	16.67	26,200	18,700	72,700	55,300
6"	64,000	40.00	62,800	44,800	174,400	132,800

Table 2-5 compares existing and proposed multifamily water connection fees. Existing fees have been in effect since 1982 and consist of a \$1,000 fee for the first unit and a \$500 fee per unit for all additional units. Proposed multifamily connection fees use replacement cost asset values and consist of a base fee per connection and a three-tier dwelling unit fee.

**Table 2-5  
Comparison of Existing and Proposed  
Multifamily Water Connection Fees**

Fee Structure	Existing Fee	Proposed Fee
<u>Base Fee</u> (per connection)	\$0	\$2,620
<u>Dwelling Unit Fee</u> (per dwelling unit)		
First unit	\$1,000	\$580
Next 11 units	500	\$580
Next 22 units	500	450
Over 34 units	500	275

Proposed multifamily fees produce connection fees designed to approximate the proposed meter size-based connection fee for the midrange of the number of dwelling units served by a particular meter size. For example, a 3/4-inch meter can serve two to four multifamily dwelling units. The proposed water connection fee for the midrange of this meter size (three dwelling units) is \$4,360 which matches the proposed fee for the 3/4-inch meter.

Red Oak recommends the City periodically review and adjust its water connection fees to reflect changes in cost inflation, system capacity, and capacity unit service characteristics.

## 3. Sewer Collection System Connection Fee

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### 3.1. Methodology

Connection fees are usually based on one of the following industry-standard evaluation methods:

- Equity buy-in
- Incremental cost
- Hybrid

The equity buy-in method bases connection fees on the value and capacity of existing facilities. This method is best suited for existing facilities with excess capacity.

The incremental cost method bases connection fees on the value and capacity of future facilities. This method is best suited for utilities that have limited unutilized capacity in and have prepared detailed growth-related capital project plans.

The hybrid method bases the connection fee on the combination of the value and capacity of existing and future facilities. This method is appropriate for utilities that have some unused capacity in existing facilities and capacity expansion planned in the near future.

Red Oak used the equity buy-in method to calculate the sewer collection system connection fees. This is considered an appropriate method to use since it has ample capacity in its existing facilities to serve future growth.

### 3.2. Calculation Procedure

Red Oak calculated sewer collection system connection fees using the following steps:

- Identify sewer collection system assets
- Estimate value of assets under four different valuation methods
- Determine capacity requirements of one capacity unit
- Determine number of capacity units that can be served by existing facilities
- Calculate connection fee per capacity unit

### 3.3. Sewer Collection System Value

Red Oak calculated the value of the City sewer collection system for each of the following standard valuation approaches:

- Original Cost
- Original Cost Less Depreciation
- Replacement Cost New
- Replacement Cost Less Depreciation

Original cost values are the historic costs of purchasing and installing assets. Original cost less depreciation is book value of assets. Replacement cost values are present-day estimated costs to purchase and install existing assets. Replacement cost less depreciation takes physical depreciation and obsolescence of existing assets into consideration.

Original cost and original cost less depreciation values are based on City asset records. Replacement cost values for sewer collection main assets are based on estimates by main size. Replacement cost values for all other assets are based on original costs being trended to a present day value using the 20-City ENR-CCI. Table 3-1 compares sewer collection system asset values for the four valuation approaches.

**Table 3-1  
Sewer Collection System Value**

Line No.	Fixed Asset	Original Cost	Original Cost Less Depreciation	Replacement Cost	Replacement Cost Less Depreciation
1	Sewer Mains	\$ 5,078,528	\$ 2,327,874	\$ 27,116,907	\$ 9,234,583
2	General Plant	<u>1,236,475</u>	<u>389,243</u>	<u>2,358,608</u>	<u>1,206,237</u>
3	<b>Total System Value</b>	<b>\$ 6,315,003</b>	<b>\$ 2,717,117</b>	<b>\$ 29,475,515</b>	<b>\$ 13,009,236</b>

### 3.4. System Capacity

Red Oak assumed that the capacity requirements of a 3/4-inch meter represent the capacity requirements of one capacity unit. The 3/4-inch meter is commonly used for new single family residential connectors and represents the majority of water meters in service. Capacity units for all other meter sizes are the product of number of customers for each meter size multiplied by each meter size's respective capacity ratio.

The existing collection system is sufficient to serve projected population at build-out without any additional expansions. Red Oak assumes the number of capacity units that can be served by the sewer's collection system is commensurate with the wastewater treatment plant capacity to serve those inside city customers.

The City owns 50% (25 mgd) of the Littleton/Englewood wastewater treatment plant capacity. The City's collection system serves only inside City customers and requires about 25% (6.25 mgd) of the City's treatment plant capacity.

Red Oak estimated wastewater flow per capacity unit using City planning data from the 2003 Wastewater Treatment Plant Utility Plan and Site Application Report. Wastewater flow per capacity unit of 255 gpd is the product of 85 gallons per capita per day for a 3/4-inch meter and 3 persons per household.

Table 3-2 shows the calculation of the number of capacity units that can be served by the sewer collection system. The system capacity of 24,500 is the quotient of the capacity of the sewer collection system and the demand of one capacity unit.

**Table 3-2  
Sewer Collection System Capacity**

Line No.	Description	Calculation
1	Capacity of Wastewater Treatment Plant Serving City Sewer Collection System (gpd)	6,250,000
2	Wastewater Flow per Capacity Unit (gpd)	255
3	<b>Sewer Collection System Capacity (Capacity Units)</b>	<b>24,500</b>

### 3.5. Fee Calculation

The proposed sewer collection system connection fee for a capacity unit is the quotient of the total system value and the capacity units of the system. System value is the value of existing assets less developer contribution. Red Oak assumed sewer mains 12-inches and smaller were contributed by developers. Table 3-3 shows the sewer collection system connection fee calculation for a capacity unit.

**Table 3-3  
Development of Sewer Collection System Connection Fee per Capacity Unit**

Line No.	Fixed Asset	Original Cost	Original Cost Less Depreciation	Replacement Cost	Replacement Cost Less Depreciation
1	Existing Assets	\$ 6,315,003	\$ 2,717,117	\$ 29,475,515	\$ 13,009,236
2	Less Developer Contributions	<u>(2,250,594)</u>	<u>(928,732)</u>	<u>(0)</u>	<u>(0)</u>
3	System Value	\$ 4,064,409	\$ 1,788,385	\$ 29,475,515	\$ 13,009,236
4	System Capacity Units	24,500	24,500	24,500	24,500
5	Connection Fee, per Capacity Unit	\$ 170	\$ 70	\$ 1,200	\$ 530

Table 3-4 compares existing and proposed single family and nonresidential sewer collection system connection fees. Existing fees have been in effect since 1982. Proposed connection fees for each meter size are the product of the connection fee per capacity unit (3/4-inch meter) and meter capacity ratios.

**Table 3-4  
Comparison of Existing and Proposed  
Sewer Collection System Connection Fees**

Meter Size	Existing Fees	AWWA Meter Capacity Ratios	Proposed Fees			
			Original Cost	Original Cost Less Depreciation	Replacement Cost	Replacement Cost Less Depreciation
3/4"	500	1.00	170	70	1,200	530
1"	833	1.67	280	120	2,000	880
1½"	1,677	3.33	600	200	4,000	1,800
2"	2,667	5.33	900	400	6,400	2,800
3"	5,333	10.67	1,800	700	12,800	5,700
4"	8,333	16.67	2,800	1,200	20,000	8,800
6"	16,667	40.00	6,800	2,800	48,000	21,200

Table 3-5 compares existing and proposed multifamily sewer collection system connection fees. Existing fees have been in effect since 1982 and are \$500 per unit. Proposed multifamily connection fees use replacement cost asset values and consist of a base fee per connection and a three-tier dwelling unit fee.

**Table 3-5  
Comparison of Existing and Proposed  
Multifamily Sewer Collection System Connection Fees**

Fee Structure	Existing Fee	Proposed Fee
<u>Base Fee</u> <i>(per connection)</i>	\$0	\$720
<u>Dwelling Unit Fee</u> <i>(per dwelling unit)</i>		
First 12 units	500	160
Next 22 units	500	125
Over 34 units	500	75

Proposed multifamily fees produce connection fees designed to approximate the proposed meter size-based connection fee for the midrange of the number of dwelling units served by a particular meter size. For example, a 3/4-inch meter can serve two to four multifamily dwelling units. The proposed fee for the midrange of this meter size (three dwelling units) is \$1,200 which matches the proposed sewer collection system connection fee for the 3/4-inch meter.

Red Oak recommends the City periodically review and adjust its sewer collection system connection fees to reflect changes in cost inflation, system capacity, and capacity unit service characteristics.

## 4. Wastewater Treatment Plant Connection Fee

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### 4.1. Methodology

Connection fees are usually based on one of the following industry-standard evaluation methods:

- Equity buy-in
- Incremental cost
- Hybrid

The equity buy-in method bases the connection fee on the value and capacity of existing facilities. This method is best suited for existing facilities with excess capacity.

The incremental cost method bases connection fees on the value and capacity of future facilities. This method is best suited for utilities that have limited unutilized capacity in and have prepared detailed growth-related capital project plans.

The hybrid method bases the connection fee on the combination of the value and capacity of existing and future facilities. This method is appropriate for utilities that have some unused capacity in existing facilities and capacity expansion planned in the near future.

Red Oak used the equity buy-in method to calculate the wastewater treatment plant connection fees. This is considered an appropriate method to use since there is ample capacity in existing facilities to serve future growth.

### 4.2. Calculation Procedure

Red Oak calculated wastewater treatment plant connection fees using the following steps:

- Identify wastewater treatment plant assets
- Estimate value of assets under four different valuation methods
- Determine capacity requirements of one capacity unit
- Determine number of capacity units that can be served by existing facilities
- Calculate connection fee per capacity unit

### 4.3. Wastewater Treatment Plant Value

Red Oak calculated the value of the City wastewater treatment plant assets for each of the following standard valuation approaches:

- Original Cost
- Original Cost Less Depreciation
- Replacement Cost New
- Replacement Cost Less Depreciation

Original cost values are the historic costs of purchasing and installing assets. Original cost less depreciation values are the book value of assets. Replacement cost values are the present-day estimated costs to purchase and install existing assets. Replacement cost less depreciation takes into consideration physical depreciation and obsolescence of existing assets.

Original cost and original cost less depreciation values are based on City asset records. Replacement cost values are based on original costs trended to present day value using the 20-City ENR-CCI. The City owns 50% of the Littleton/Englewood (L/E) wastewater treatment plant capacity. Table 4-1 compares the City portion of wastewater treatment plant asset values for the four valuation approaches.

**Table 4-1  
City Portion of Wastewater Treatment Plant Value**

Line No.	Fixed Asset	Original Cost	Original Cost Less Depreciation	Replacement Cost	Replacement Cost Less Depreciation
1	L/E WWTP	\$ 43,629,042	\$ 19,745,680	\$ 87,829,825	\$ 32,658,581
2	L/E WWTP Expansion	<u>56,500,000</u>	<u>56,500,000</u>	<u>56,500,000</u>	<u>56,500,000</u>
3	Subtotal	\$ 100,129,042	\$ 76,245,680	\$ 144,329,825	\$ 89,158,581
4	Less WWTP Replacement	(\$11,871,209)	(\$11,871,209)	(\$11,871,209)	(\$11,871,209)
5	Less Grants	<u>(9,209,268)</u>	<u>(721,000)</u>	<u>(28,902,051)</u>	<u>(721,000)</u>
6	<b>Total Value</b>	<b>\$ 79,048,565</b>	<b>\$ 63,653,471</b>	<b>\$ 103,556,565</b>	<b>\$ 76,566,372</b>

#### 4.4. System Capacity

Red Oak assumed the capacity requirements of a 3/4-inch meter represent the capacity requirements of one capacity unit. The 3/4-inch meter is commonly used for new single family residential connectors and represents the majority of water meters in service. Capacity units for all other meter sizes are the product of number of customers for each meter size and each meter size's respective capacity ratio.

The wastewater treatment plant capacity is sufficient to serve projected population at build-out without any additional expansions. The City owns 50% (25 mgd) of the Littleton/Englewood wastewater treatment plant capacity.

Red Oak estimated wastewater flow per capacity unit using City planning data from the 2003 Wastewater Treatment Plant Utility Plan and Site Application Report. The wastewater flow per capacity unit of 255 gpd is the product of 85 gallons per capita per day for a 3/4-inch meter and 3 persons per household.

Table 4-2 shows the calculation of the number of capacity units that can be served by the wastewater treatment plant. System capacity of 98,000 is the quotient of the capacity of the wastewater treatment plant and the demand of one capacity unit.

**Table 4-2  
Wastewater Treatment Plant Capacity**

Line No.	Description	Calculation
1	Capacity (City portion) of Wastewater Treatment Plant(gpd)	25,000,000
2	Wastewater Flow per Capacity Unit (gpd)	255
3	<b>Wastewater Treatment Plant Capacity (Capacity Units)</b>	<b>98,000</b>

#### 4.5. Fee Calculation

The proposed wastewater treatment plant connection fee for a capacity unit is the quotient of the total system value and capacity units of the system. Financing costs are included in the total system value and are equal to the net present value of growth-related interest payments related to the 2004 CWRPDA loan. Table 4-3 shows the wastewater treatment plant connection fee calculation for a capacity unit.

**Table 4-3  
Development of Wastewater Treatment Plant Connection  
Fee per Capacity Unit**

Line No.	Description	Original Cost	Original Cost Less Depreciation	Replacement Cost	Replacement Cost Less Depreciation
1	Total WWTP Value	\$ 79,048,565	\$ 63,653,471	\$103,556,565	\$76,566,372
2	NPV of Existing Debt Service Interest Payments	<u>8,084,272</u>	<u>8,084,272</u>	<u>8,084,272</u>	<u>8,084,272</u>
3	Total System Value	\$ 87,132,837	\$ 71,737,743	\$111,640,837	\$ 84,650,644
4	Existing System Capacity – Capacity Units	98,000	98,000	98,000	98,000
5	<b>Connection Fee, per Capacity Unit</b>	<b>\$ 890</b>	<b>\$ 730</b>	<b>\$ 1,140</b>	<b>\$ 860</b>

Table 4-4 compares existing and proposed single family and nonresidential wastewater treatment plant connection fees. Existing fees have been in effect since 1982. Proposed connection fees for each meter size are the product of the connection fee per capacity unit (3/4-inch meter) and the meter capacity ratio. Since the proposed fees are less than existing fees, consideration should be given to continuing the existing wastewater treatment plant connection fees at this time.

**Table 4-4  
Comparison of Existing and Proposed  
Single Family and Nonresidential  
Wastewater Treatment Plant Connection Fees**

Meter Size	Existing Fees	AWWA Meter Capacity Ratios	Proposed Fees			
			Original Cost	Original Cost Less Depreciation	Replacement Cost	Replacement Cost Less Depreciation
3/4"	1,400	1.00	890	730	1,140	860
1"	2,333	1.67	1,480	1,220	1,900	1,430
1½"	4,667	3.33	3,000	2,400	3,800	2,900
2"	7,467	5.33	4,700	3,900	6,100	4,600
3"	14,932	10.67	9,500	7,800	12,200	9,200
4"	23,332	16.67	14,800	12,200	19,000	14,300
6"	46,667	40.00	35,600	29,200	45,600	34,400

Proposed multifamily wastewater treatment plant connection fees use replacement cost asset values and consist of a base fee per connection and a three-tier dwelling unit fee. Proposed fees produce connection fees designed to approximate the *proposed* meter size-based connection fee for the midrange of the number of dwelling units served by a particular meter size. For example, a 3/4-inch meter can serve two to four multifamily dwelling units. The proposed wastewater treatment plant fee for the midrange of this meter size (three dwelling units) is \$1,140 which matches the proposed sewer collection system connection fee for the 3/4-inch meter.

Red Oak also developed *alternative* multifamily wastewater treatment plant connection fees based on *existing* meter size-based fees. Alternative fees consist of a base fee per connection and a three-tier dwelling unit fee. The alternative fees produce connection fees designed to approximate the *existing* meter size-based connection fee for the midrange of the number of dwelling units served by a particular meter size. For example, a 3/4-inch meter can serve two to four multifamily dwelling units. The alternative wastewater treatment plant fee for the midrange of this meter size (three dwelling units) is \$1,400 which matches the existing wastewater treatment plant connection fee for the 3/4-inch meter.

Table 4-5 compares existing, proposed and alternative multifamily wastewater treatment plant connection fees. Existing fees have been in effect since 1982 and are \$1,400 per unit. Both the proposed and alternative multifamily connection fees consist of a base fee per connection and a three-tier dwelling unit fee based on the number of dwelling units.

**Table 4-5  
Comparison of Existing, Proposed and Alternative  
Multifamily Wastewater Treatment Plant Connection Fees**

Fee Structure	Existing Fee	Proposed Fee <sup>(a)</sup>	Alternative Fee <sup>(b)</sup>
<u>Base Fee</u> (per connection)	\$0	\$690	\$845
<u>Dwelling Unit Fee</u> (per dwelling unit)			
First 12 units	\$1,400	\$150	\$185
Next 22 units	1,400	120	150
Over 34 units	1,400	70	85
(a) Consistent with proposed meter size-based connection fees.			
(b) Consistent with existing meter size-based connection fees.			

Red Oak recommends the City periodically review and adjust its wastewater treatment plant connection fees to reflect changes in cost inflation, system capacity, and capacity unit service characteristics.

## 5. Mixed-Use Connection Fees

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### 5.1. Background

Mixed-use developments have multiple intended purposes within a single structure and typically include a combination of multifamily residential and commercial customers. Although the City presently has few mixed-use customers, future growth in this type of development is likely.

The City's current mixed-use connection fee structure is based on meter size, which may not equitably assess new mixed-use connectors for their capacity requirements. Table 5-1 illustrates the ranges of multifamily dwelling units and commercial fixture units for each meter size which could produce a wide variety in capacity requirements within a given meter size.

**Table 5-1  
Range of Units Served By Meter Size**

<b>Meter Size</b>	<b>Multifamily Dwelling Units</b>	<b>Number of Fixture Units</b>
3/4"	2 to 4	0 to 50
1"	5 to 12	51 to 125
1½"	13 to 34	126 to 375
2"	35 to 63	376 to 700
3"	64 to 203	701 to 2,225
4"	204 to 455	2,226 to 5,000

The mixed-use fees will equitably tailor the connection fee to the individual requirements of each new connector by using the combination of the number of multifamily dwelling units and commercial fixture units to represent the capacity required by mixed-use customers.

### 5.2. Proposed and Alternative Fees

Proposed mixed-use fees use replacement cost asset values and produce connection fees that are in the midrange of the proposed meter size-based connection fees. Alternative mixed-use fees use replacement cost asset values and produce wastewater treatment connection fees that are in the midrange of the existing meter size-based wastewater treatment connection fees (Existing meter size-based wastewater treatment connection

fees are greater than proposed meter size-based wastewater treatment connection fees). The proposed and alternative mixed-use connection fees consist of three components:

- Base fee per connection
- Multifamily fee based on number of dwelling units
- Commercial fee based on the number of fixture units

Table 5-2 compares existing, proposed and alternative multifamily connection fees. Existing fees include a unit fee based on the number of dwelling units. Proposed and alternative fees consist of a base fee per connection and a three-tier dwelling unit fee based on the number of dwelling units.

**Table 5-2  
Comparison of Existing, Proposed and Alternative  
Multifamily Connection Fees**

Fee Structure	Water	Sewer Collection	Wastewater Treatment	Total
<b>Existing Fees</b>				
<u>Dwelling Unit Fee</u> <i>(per dwelling unit)</i>				
First unit	\$1,000	\$500	\$1,400	\$2,900
Each Additional unit	500	500	1,400	2,400
<b>Proposed Fees</b>				
<u>Base Fee</u> <i>(per connection)</i>				
	\$2,620	\$720	\$690	\$4,030
<u>Dwelling Unit Fee</u> <i>(per dwelling unit)</i>				
First 12 units	\$580	\$160	\$150	\$890
Next 22 units	450	125	120	695
Over 34 units	275	75	70	420
<b>Alternative Fees</b>				
<u>Base Fee</u> <i>(per connection)</i>				
	\$2,620	\$720	\$845	\$4,185
<u>Dwelling Unit Fee</u> <i>(per dwelling unit)</i>				
First 12 units	\$580	\$160	\$185	\$925
Next 22 units	450	125	150	725
Over 34 units	275	75	85	435

Table 5-3 shows proposed and alternative commercial mixed-use connection fees that consist of a three-tier fixture unit fee.

**Table 5-3  
Comparison of Proposed and Alternative  
Commercial Mixed-Use Connection Fees**

<b>Fee Structure</b>	<b>Water</b>	<b>Sewer Collection</b>	<b>Wastewater Treatment</b>	<b>Total</b>
	<i>per fixture unit</i>	<i>per fixture unit</i>	<i>per fixture unit</i>	<i>per fixture unit</i>
<b>Proposed Fees</b>				
First 125 fixture units	\$83	\$23	\$22	\$128
Next 250 fixture units	35	10	9	54
Over 375 fixture units	26	7	7	40
<b>Alternative Fees</b>				
First 125 fixture units	\$83	\$23	\$27	\$133
Next 250 fixture units	35	10	11	56
Over 375 fixture units	26	7	9	42

Proposed and alternative mixed-use connection fees are the greater of the following:

- Sum of calculated mixed-use multifamily and commercial connection fees or
- Meter size based connection fee

Tables 5-4 and 5-5 shows examples of the proposed mixed-use connection fee calculation for typical small, medium, and large connectors. Table 5-4 shows the detailed calculations for multifamily and commercial mixed-use fees, and Table 5-5 summarizes the total fee amount. In all cases the sum of calculated mixed-use multifamily and commercial connection fees is greater than the meter size based connection fee.

**Table 5-4  
Mixed-Use Connection Fee Examples  
Proposed Fees**

Mixed-Use Multifamily Fee							
Mixed-Use Customer	Meter Size	Multifamily Dwelling Units	Base Charge	First 12 Dwelling Units	Next 22 Dwelling Units	Over 34 Dwelling Units	Total
				\$890 <i>per unit</i>	\$695 <i>per unit</i>	\$420 <i>per unit</i>	
Small	1"	4	\$ 4,030	\$ 3,560	\$ -	\$ -	\$ 7,590
Medium	2"	20	\$ 4,030	\$ 10,680	\$ 5,560	\$ -	\$ 20,270
Large	3"	60	\$ 4,030	\$ 10,680	\$ 15,290	\$ 10,920	\$ 40,920
Mixed-Use Commercial Fee							
Mixed-Use Customer	Meter Size	Commercial Fixture Units	Base Charge	First 125 Fixture Units	Next 250 Fixture Units	Over 375 Dwelling Units	Total
				\$128 <i>per unit</i>	\$54 <i>per unit</i>	\$40 <i>per unit</i>	
Small	1"	40	\$ -	\$ 5,120	\$ -	\$ -	\$ 5,120
Medium	2"	200	\$ -	\$ 16,000	\$ 4,050	\$ -	\$ 20,050
Large	3"	600	\$ -	\$ 16,000	\$ 13,500	\$ 9,000	\$ 38,500

**Table 5-5  
Mixed-Use Connection Fee Examples  
Proposed Fees**

Mixed-Use Customer	Meter Size	Multifamily Mixed-Use Fee	Commercial Mixed-Use Fee	Total Mixed-Use Fee	Calculated Meter Size Fee	Proposed Mixed-Use Fee
Small	1"	\$ 7,590	\$ 5,120	\$ 12,710	\$ 11,170	\$ 12,710
Medium	2"	\$ 20,270	\$ 20,050	\$ 40,320	\$ 35,800	\$ 40,320
Large	3"	\$ 40,920	\$ 38,500	\$ 79,420	\$ 71,500	\$ 79,420

Tables 5-6 and 5-7 shows examples of the alternative mixed-use connection fee calculation for typical small, medium, and large connectors. Table 5-6 shows the detailed calculations for multifamily and commercial mixed-use fees, and Table 5-7 summarizes the total fee amount. In all cases the sum of calculated mixed-use multifamily and commercial connection fees is greater than the meter size based connection fee.

**Table 5-6  
Mixed Use Connection Fee Examples  
Alternative Fees**

<b>Mixed Use Multifamily Fee</b>							
Mixed Use Customer	Meter Size	Multifamily Dwelling Units	Base Charge	First 12 Dwelling Units	Next 22 Dwelling Units	Over 34 Dwelling Units	Total
				\$925 <i>per unit</i>	\$725 <i>per unit</i>	\$435 <i>per unit</i>	
Small	1"	4	\$ 4,185	\$ 3,700	\$ -	\$ -	\$ 7,885
Medium	2"	20	\$ 4,185	\$ 11,100	\$ 5,800	\$ -	\$ 21,085
Large	3"	60	\$ 4,185	\$ 11,100	\$ 15,950	\$ 11,310	\$ 42,545
<b>Mixed Use Commercial Fee</b>							
Mixed Use Customer	Meter Size	Commercial Fixture Units	Base Charge	First 125 Fixture Units	Next 250 Fixture Units	Over 375 Dwelling Units	Total
				\$133 <i>per unit</i>	\$56 <i>per unit</i>	\$42 <i>per unit</i>	
Small	1"	40	\$ -	\$ 5,320	\$ -	\$ -	\$ 5,320
Medium	2"	200	\$ -	\$ 16,625	\$ 4,200	\$ -	\$ 20,825
Large	3"	600	\$ -	\$ 16,625	\$ 14,000	\$ 9,450	\$ 40,075

**Table 5-7  
Mixed Use Connection Fee Examples  
Alternative Fees**

Mixed Use Customer	Meter Size	Multifamily Mixed Use Fee	Commercial Mixed Use Fee	Total Mixed Use Fee	Calculated Meter Size Fee	Proposed Mixed Use Fee
Small	1"	\$ 7,885	\$ 5,320	\$ 13,205	\$ 11,170	\$ 13,205
Medium	2"	\$ 21,085	\$ 20,825	\$ 41,910	\$ 35,800	\$ 41,910
Large	3"	\$ 42,545	\$ 40,075	\$ 82,620	\$ 71,500	\$ 82,620



CITY OF ENGLEWOOD  
COMMUNITY DEVELOPMENT

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To: Mayor Woodward and Council Members  
Thru: Gary Sears, City Manager  
Alan White, Community Development Director ✓  
From: Tricia Langon, Senior Planner ✓  
Date: June 6, 2011  
Subject: Moratorium on Certain Building Permits in a Portion of Medical District Subarea 2

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Attached is a map of the portion of Subarea 2 that is the subject of the proposed moratorium. Specifically the affected properties are the MU-R-3-B zoned portions of the 3200, 3300, and 3400 blocks of South Grant Street and the 3200 block of South Sherman Street. The map also identifies the current use of each property. Also attached is a draft Resolution for Council consideration. The draft moratorium:

1. Specifies the area that is the subject of the moratorium.
  - MU-R-3-B zoned portions of the 3200, 3300, and 3400 blocks of South Grant Street and the 3200 block of South Sherman Street.
  - The MU-B-1 zoned South Grant Street properties (3400 block) adjacent to East Hampden Avenue are not included in the proposed moratorium.
2. Suspends issuance of Building Permits that result in a change in the zoning use type existing on the effective date of the moratorium.
  - The specific use types existing on a property (one unit, multi-unit, office, parking lot, etc) could not be changed during the moratorium.
  - Building Permits for general development, such as new roofs, remodeling, and additions are allowed.
3. Suspends issuance of Building Permits that result in a change in the number of dwelling units.
  - No new dwelling units could be added to the subject area.
4. Terminates the moratorium on January 1, 2012.

Neither the City Charter nor the Englewood Municipal Code requires public notice prior to the enactment of a temporary moratorium. During the study session of May 23, 2011, Council discussed providing notice to landowners in the affected blocks of the proposed moratorium. Staff requests Council direction on this matter. First class notices mailed to owners of the estimated 85 properties in the subject area will incur a cost of approximately \$26.00 to the City.



 **DRAFT**

RESOLUTION NO. \_\_\_\_\_  
SERIES OF 2011

A RESOLUTION RECOMMENDING TO THE CITY MANAGER OF THE CITY OF ENGLEWOOD, COLORADO A SUSPENSION OR MORATORIUM ON THE ISSUANCE OF CERTAIN BUILDING PERMITS IN THE MU-R-3-B ZONED PORTIONS OF THE 3200, 3300, AND 3400 BLOCKS OF SOUTH GRANT STREET AND THE 3200 BLOCK OF SOUTH SHERMAN STREET.

WHEREAS, Community Development was directed to create a proposal to conduct a community planning and visioning process for Downtown Englewood and the Swedish-Craig Medical Center Districts; and

WHEREAS, the Englewood Downtown and Medical District Small Area Plan is a policy document within the Comprehensive Plan containing goals and objectives that were crafted to represent the values and desires of stakeholders, the Englewood Planning and Zoning Commission, and the Englewood City Council; and

WHEREAS, the Comprehensive Plan is meant to serve as a guide to the Planning and Zoning Commission in developing zoning reform solutions for both areas of change and areas of stability; and

WHEREAS, the City Council adopted by resolutions, amendments to the Downtown and Medical District Small Area Plan on December 20, 2010; and

WHEREAS, the next step is to implement zoning in these Areas to enhance the economic development of the Medical District Small Area Plan as adopted; and

WHEREAS, there is concern relating to the preservation of the characteristics of certain portions of "Sub Area 2" of the Medical District Small Area during the study and implementation of the zoning reform; and

WHEREAS, this moratorium will temporarily stop the issuance of building permits where the permit will result in a change of the existing use type or number of dwelling units; and

WHEREAS, which will help protect the public health, safety and welfare by preserving a safe, healthy, and sound environment within the City; and

WHEREAS, the City Council finds that a six month moratorium or temporary suspension of the issuance of certain building permits in the 3200, 3300 and 3400 blocks of South Grant Street and the 3200 block of South Sherman Street is necessary to the implementation of any changes to the Unified Development Code.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ENGLEWOOD, COLORADO, THAT:

Section 1. The City of Englewood, Colorado recommends the City Manager establish a moratorium or temporary suspension on the issuance of building permits in the MUR-3-B zoned portions of the 3200, 3300 and 3400 blocks of South Grant Street and the 3200 block of South Sherman Street in the City of Englewood where that permit would result in a change from the existing use type or the number of dwelling units on the effective date of this moratorium.

Section 2. The City Council finds the provisions of this Resolution are temporary in nature and are intended to be replaced by subsequent legislative enactment so that the moratorium or temporary suspension as specified in this Resolution should terminate on January 1, 2012.

ADOPTED AND APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2011.

ATTEST:

\_\_\_\_\_  
James K. Woodward, Mayor

\_\_\_\_\_  
Loucrishia A. Ellis, City Clerk

I, Loucrishia A. Ellis, City Clerk for the City of Englewood, Colorado, hereby certify the above is a true copy of Resolution No. \_\_\_\_\_, Series of 2011.

\_\_\_\_\_  
Loucrishia A. Ellis, City Clerk

**GRANDFATHERING OF EXISTING PERMITS**

1. Building Permits which have been submitted to the City on the date of the passage of this Resolution shall be exempt from the provisions of this moratorium.
  
2. The owner of a property which applies for a Building Permit and provides proof acceptable to the City manager or designee that a signed sales contract for purchase of a property was in existence and/or that substantial planning for the changed use had been made on the date of the passage of this Resolution shall be exempt from the provisions of this moratorium/