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# Council Newsletter

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## CITY MANAGER'S NOTES September 19, 2013

### Upcoming Council Meetings

City Council will meet on **Monday, September 23, 2013**. An Executive Session will begin at 6:00 p.m. in the City Council Conference Room. The Study Session will begin at 6:45 p.m. in the Community Room. There is no Regular Meeting scheduled. The agendas are attached. Sandwiches will be available at 5:30 p.m.

There is no meeting scheduled for **Monday, September 30, 2013**.

The next meeting will be held on **Monday, October 7, 2013**.

### Informative Memoranda

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

1. Article concerning breweries in Englewood and the 2014 budget.
2. E-mail concerning Englewood Letterpress Depot events.
3. E-mail concerning CoWarn response in Estes Park.
4. Memorandum concerning the Project Update.
5. Police Department report for August, 2013.
6. Calendar of Events.
7. Tentative Study Session Topics.
8. Minutes from the Planning and Zoning Commission meeting of September 4, 2013.

### Parks and Recreation Department

The Little Dry Creek Trail has reopened since the flooding last week. No other areas within city parks were affected.



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The volunteers and gardeners of the Englewood Community Garden have grown more than 800 pounds of produce for local area food banks.

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Staff is ramping up for Friday's Theater in the Park presents Sergei Prokofiev's Peter and the Wolf at City Center Englewood Amphitheater. The performance will be performed by the Ballet Arts Theater and is free and open to the public. Englewood students, grades 2<sup>nd</sup> and 4<sup>th</sup>, will be bussed to the park to attend the show. Theater in the Park is sponsored in part by Betty's Toys.

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The driving range at Broken Tee Golf Course will be closed Monday, September 23 for aeration.

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The Crazy-4-Line Dance Extravaganza was held this past Saturday, September 14, from 10 am-3 pm. 60 line dancers from as far as Ft. Collins to Colorado Springs and even Austin, Texas enjoyed four hours of professional dance instruction, lunch and, snacks, plus door prizes. Each received a Step Sheet Booklet and a country boot water bottle holder. New this year was instruction and dancing in two rooms, one intermediate/advance and the other beginning.

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**5280**

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Englewood: Start Your Brewery Here

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**BY CHRIS OUTCALT****CREATED 2013-09-18 14:46****Englewood: Start Your Brewery Here**By Chris Outcalt <sup>[1]</sup>

Englewood is now welcoming booze business with open arms. After receiving inquiries from prospective brewers and distillers about opening operations on the popular stretch of South Broadway near Hampden Avenue—home to the Gothic Theater <sup>[2]</sup>—the city council adjusted an old ordinance that prohibited the distillation of alcohol in that particular business district. The city's mayor indicated that welcoming this type of business was a no-brainer. "We want to preserve the commercial character of our downtown and generate foot traffic in these highly visible areas of Englewood," said Englewood Mayor Randy Penn in a statement. "Sample tastings, retail, and tours of distilleries and breweries help generate pedestrian activity and vibrancy."

The new ordinance allows for breweries, distilleries, and wineries up to 10,000 square feet, and requires the operations have either a tap room, tavern, or offer public tours—in other words, something to attract people to the area.

Talk of changing the city code began after Englewood received interest from someone looking to open a distillery on South Broadway. The town wouldn't have been able to accommodate the request, and so it set out to change ordinance. The town says the owner of what will eventually be the Devil's Head Distillery is now in the process of selecting a location along South Broadway.

—Image courtesy of Shutterstock <sup>[3]</sup>

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**Source URL:** <http://www.5280.com/blogs/2013/09/18/englewood-start-your-brewery-here>

**Links:**

[1] <http://www.5280.com/tag/authors/chris-outcalt>

[2] <http://www.gothictheatre.com/>

[3] <http://www.shutterstock.com>

News

NEWS TIP?

YourHub.com or call 720-984-2482.

Your City

# Englewood's 2014 budget shows shortfall

By Clayton Woullard  
YourHub Reporter

Next year's Englewood budget predicts a \$1.2 million shortfall, but that may not lead to a reduction in services, officials said.

The shortfall is the result of expenditures outpacing revenues, despite a predicted 2½ percent rise in revenue that Mayor Randy Penn said is very conservative. It's because the city's budgets are conservative that the shortfall may not be as bad as it sounds, Penn said. He said over the past five years, expenditures have not gone up much but city employees have received a 2½ percent raise.

The city's total predicted revenues for next year are \$40,818,932, with projected expenditures com-

ing in at \$42,023,476.

Frank Gryglewicz, director of finance and administrative services, said some of the expenditures are due to rising pension and health insurance costs.

"We have to keep them under control and try to come back, and most departments are going to come under budget for 2013 and that will carry forward as reserves to ease some of our budget woes," Penn said.

Gryglewicz said getting greater revenues is difficult because Englewood is landlocked, so there's just not much new retail or commercial development. He also said sales tax revenue is hard to predict.

Possible ways to ease the shortfall include dipping into reserves, which are predicted to be at 12 per-

cent next year, raising property taxes, which Penn said is very doubtful, or delaying hiring and splitting duties with positions. While Gryglewicz said the public would likely not see a reduction in services next year, they could in 2015 if things don't change.

Penn said the city has cut 155 positions since 2005. He said if the economy doesn't improve, city council will take action in the spring.

"This is a guide for the whole (year)," Penn said. "It isn't the final thing, it's not solid in stone, so if we find we are way overbudgeting for expenditures we'll have to cut back, and if we underestimate our retail sales that's a bonus for us."

Clayton Woullard: 303-954-2671 or

## Arapahoe County YourHub

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## Leigh Ann Hoffhines

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**From:** \_\_\_\_\_  
**Sent:** Wednesday, September 18, 2013 9:35 AM  
**To:** Council; Michael Flaherty; Gary Sears; Alan White; Brook Bell; Dave Henderson; Jerrell Black; Dan Brotzman; Chris Neubecker: c  
**Subject:** Englewood Letterpress Depot events

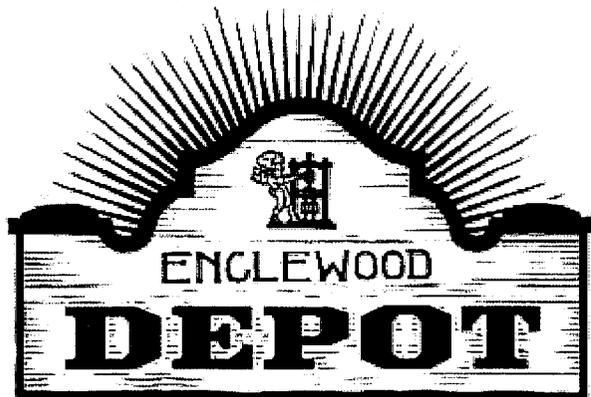
To the Mayor and City Council of Englewood, and so many others who have helped the Englewood Depot:

Thank you for your support and interest in the historic Englewood Depot. Our project for the depot is under way! We sent the email below to our many active supporters. If you would like to be added to receive our ongoing news for the Englewood Depot, please email me at \_\_\_\_\_ and I will add you to our list of subscribers.

Very short notice to invite you to the gathering of letterpress printers for a **brown-bag lunch today**, I hope you might be available to join our **neighborhood welcome event on Saturday, September 28**. Details below. (We plan further events and a grand re-opening for the Depot as soon as rehabilitation work allows).

Enormous thanks to the City of Englewood for seeing through the process to save and reuse the historic depot! Please let me know any questions, suggestions, any creative ideas, as we go forward.

Tom Parson / *for the Englewood Depot*



A LIVING MUSEUM OF LETTERPRESS PRINTING  
TYPOGRAPHY, DESIGN, POETRY & ART

## DEPOT EVENTS:

The Englewood Letterpress Depot invites you to join with The Rocky Mountain Letterpress Society (AKA The Wrong Fonts) for a **brown-bag lunch, today! Wednesday, September 18, at 11:30 am.**

*At the Depot, 975 West Dartmouth Avenue, Englewood, Colorado.*

The Wrong Fonts is an informal gathering of local letterpress printers who meet every other month for lunch and discussion. All are welcome to join us for this walk-through visit to the historic Englewood Depot building.

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Also celebrate with us on **Saturday, September 28, from 11 am to 3 pm**, as we welcome neighbors to have a look at the historic depot building. All are welcome! We will have refreshments, hotdogs, and demonstrations of letterpress printing and related book arts, including antique tintype photography by German Murillo.

The Depot has been empty in its current location for 20 years. We invite the community to come see the current condition of the building and consider our plans for the future.

*Please note, we do not have water or heat yet in the depot, and the building is not yet ADA accessible. The nearest restroom facilities are in Cushing Park, across Dartmouth Avenue to the south.*

*The events this month, welcoming the community on the patio at the depot, are offered as our first celebratory steps for future rehabilitation and public use of this wonderful historic building.*

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**Save the date:** October 26, for a fund-raising reception at the nearby art studio of Ray and Diane Tomasso.

## **Work is under way!**



Photos of work on the depot are available online:

<http://www.flickr.com/photos/79988210@N00/sets/72157635380320001/>

Photos of our initial walk-through and organizing meeting, August 31, are at:

<http://www.flickr.com/photos/79988210@N00/sets/72157635385094860/>



29 supporters participated in our August 31 organizing meeting!  
The historic occasion was captured on Tintype by German Murillo's Antique  
Photography Studio:



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This is our first email via MailChimp. Additional subscription preference options are forthcoming as our website is developed. Thanks for your interest and support!

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*We also wish to extend support for letterpress printers and others affected by the recent flooding as well as the devastating fires last summer. Please let us know details so we might help.*

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Depot News is sent to you because of your prior interest in the Englewood Depot, letterpress printing, and Now It's Up To You Publications.

**Our mailing address is:**

Now It's Up To You  
157 S Logan St  
Denver, CO 80209

[Add us to your address book](#)

## **Sue Carlton-Smith**

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**From:** Greg Farmer  
**Sent:** Thursday, September 19, 2013 1:11 PM  
**To:** Sue Carlton-Smith; Stu Fonda  
**Cc:** Page Parker; Dennis Stowe  
**Subject:** CoWARN response

Greetings,

The Littleton / Englewood WWTP is a member of CoWARN, a water/wastewater response network. On Wednesday at approximately 8:00 a CoWARN emergency was issued and an email was received. The Upper Thompson Sanitation District in Estes Park was in need of 300 foot of 4 inch hose and a pump. The equipment was required to temporarily replace a section of sewer pipe that had run across Fish Creek and had been washed out. The sewer line served a high school and a residential neighborhood. Those areas were on a no flush order.

The L/E WWTP owns the equipment that was being requested and with the approval of the plant manager plant staff responded to the request. The equipment was loaded onto two trucks and transported to Estes Park. Within 6 hours after the initial call for help was placed we arrived in Estes Park. We met Estes Park staff and proceeded to the location of the broken pipe. Working with Estes Park staff the pump and hoses were installed and service was restored within two hours.

The pump is still in use and will be for an indefinite period of time. Arrangements will be made to return the equipment when it is no longer needed.

Photographs were taken and placed into a PowerPoint presentation. The file is too large for email. I have placed a copy on the Everyone drive/shared data/CoWARN

Let me know if there are any problems accessing the file or if additional information is required.

**Greg Farmer, CWP**  
Process Specialist  
Littleton / Englewood Wastewater Treatment Plant







City of  
Littleton



City of  
Englewood  
Wastewater Treatment

USDOT 0903193 CO



wweftco  
OPERATIONS  
CHALLENGE

GARDEN OF EDDY

# MEMORANDUM



**TO:** Gary Sears, City Manager

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

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

**DATE:** September 18, 2013

**SUBJECT:** PROJECT UPDATES – Quincy Avenue Closure, Police/Fire Parking Lot, Servicenter Stormwater Improvements, Northwest Greenbelt Playground Project, The Englewood Campus, Concrete Utility Project 2013, Craig Hospital Expansion, Xcel Energy Projects, Kent Place, Street Maintenance Projects 2013, CityCenter Site Development, Englewood McLellan Reservoir Foundation, Air Quality/Energy Savings Projects, GPS in City Vehicles

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## QUINCY AVENUE CLOSURE

Brown Brothers Contracting will be installing a storm sewer tap in W. Quincy Avenue. **The work is complete and the roadway has been opened.**

## POLICE/FIRE PARKING LOT

The approved 2013 “Multi Year Capital Project” included funding to repave and correct drainage problems at the Police/Fire parking lot. Paving and concrete improvements to the north lot are complete. **The Street Division will return later this fall to repave the two smaller parking lots (southeast visitor lot and east patrol car lot).**

## SERVICENTER STORMWATER IMPROVEMENTS

To assure compliance with state and federal requirements for stormwater runoff, Street Division staff is constructing an area to wash trucks, fire equipment, and street sweepers. The area will be isolated from the storm sewer system that goes to the Platte River. This is a short term solution until we can construct a new addition to the Servicenter that incorporates a truck washing station meeting all applicable standards. The Servicenter has included \$550,000 in the 2014 budget to accomplish this required improvement. **Staff has reviewed the car wash design proposal. Pending approvals, design work will be initiated over the next few weeks.**

## NORTHWEST GREENBELT PLAYGROUND PROJECT

Richdell Construction continued work on the project. Weather permitting, the new 8ft.-wide walk and curb ramp will be complete this week. Playground layout is underway and equipment installation should begin soon. The contractor anticipates that they will need nine working days to complete the installation.

## THE ENGLEWOOD CAMPUS

Englewood School District continues construction of the new campus on South Logan Street. Lehigh Avenue, west of Clarkson Street has been paved. Staff is monitoring the public right-of-way construction to assure conformance with approved plans and agreements.

**Punch list items and dugout work for the new softball field in the detention area is underway. Staff is monitoring the project until complete.**

## CONCRETE UTILITY PROJECT 2013

NORAA Concrete completed all contract work for the 2013 Project. Questions regarding the program should be directed to the Concrete Utility, 303-762-2360 or \_\_\_\_\_

### CRAIG HOSPITAL EXPANSION

The 3400 block of South Clarkson Street was closed on January 22<sup>nd</sup>. **Construction of the new campus continued.**

Installation of radar speed signs and upgraded pedestrian flashers on Hampden Avenue is complete. **Concrete sidewalk and ramp improvements should be completed over the next couple of weeks.**

### XCEL ENERGY PROJECTS

#### Gas Line Replacement Projects

Xcel's contractor, Q3 Contracting, has completed installation of the main gas line. Crews continue to connect services on Clarkson Street. Q3 is working on pavement restoration, including milling and overlay. Street Division and Traffic Engineering crews are monitoring the work on a daily basis.

### KENT PLACE

The contractor continued work on the residential apartments.

### STREET MAINTENANCE PROJECTS 2013

The Street Division has completed 52 of the 56 blocks scheduled for the 2013 in-house overlay program. Pending favorable weather and repair of our rotomill machine, the Street Division will complete the 2013 project next week. Updates will be posted on the City's website.

### CITYCENTER SITE DEVELOPMENT

#### Alexan East and West Parcels

438 residential units. Alexan's occupancy level for March, 2013 is 91%. Commercial uses: Let It Bead, Liquor Store, State Farm, Lifetime Family Practice, Cuttin'It Loose, Foothills Physical Therapy, CityCenter Community, Nixon's Coffee House, Weingarten Realty, and King Liquor Store.

#### Parkway Retail / Office Buildings

Commercial uses: The International House of Pancakes (IHOP), Qdoba, GNC, Supercuts, Nails Center, CityCenter Dental Group, Tableaux Interior Design, Englewood Eyecare, Collective Licensing Int'l, Inc., Quizno's, "Insurance Company of the West", Fred Astaire Dance Studio, Wellness Treatment Center, SB Clark Companies, Unifocus, Bartertown Comics, and XL Edge. **CityCenter Dental continued renovating the space above IHOP. They expect to complete the project by the end of September.**

#### Bally's Building

Tenants include Bally's, "Blondies Fire House Pub and Restaurant", and MaxFour.

#### Retail South of the Parkway

Tenants: Petco, Ross, Coldstone Creamery, Noodles, Office Depot, and Einstein Bagels, and **Spirit Halloween.**

#### Gold Mine Pad

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

#### 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. **Comcast continued installing new high speed internet infrastructure at CityCenter to serve the Alexan Apartments and Weingarten's office tenants. The work is expected to be complete next week.**

**The Piazza Fountain has been turned pink in support of Breast Cancer Awareness Month.**

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.

PA-85 (RTD site)

RTD paid the final billing in the amount of \$591,836.86. Finance has deposited this money in the LTAR fund.

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. Approximately 50 Flex Fuel vehicles will be in our fleet within two years. 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.

Hybrid Vehicle Purchase

Two hybrid vehicles are in service, one in the Fire Department and one in the Building Division.

"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 Servicer is now "single-streaming" waste at the Servicer 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.

Our Servicer has received a grant from the Regional Air Quality Commission to install aerodynamic fairings on four Wastewater trailers. The grant covers 50% of the cost (total estimated cost is \$6,500 for the four trailers). These fairings will increase fuel mileage by up to 10% (1/2 mile/gallon).

GPS IN VEHICLES

The City received a grant, through RAQC (Regional Air Quality), to install 37 GPS units in some of our fleet vehicles. The GPS units have been installed in Police patrol vehicles, Public Works vehicles, Fire Department equipment, and some Wastewater Treatment Plant vehicles. Police and Fire have gone live with the system and are now able to track emergency vehicle locations 24/7. The system will allow us to track locations, easily obtain information regarding quantities of ice slicer dispensed, monitor idle times, and allow the public to track where plow trucks have been.

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# Englewood Police Department Summary Report

For Period August 1, 2013 through August 31, 2013



<b>TYPE OF INCIDENT</b>	<b>August 2013</b>	<b>August 2012</b>	<b>YTD 2013</b>	<b>YTD 2012</b>
<b>PATROL AND TRAFFIC</b>				
Total Activities	4,431	4,495	34,160	44,011
Misdemeanor Arrests	222	262	1,318	1,514
Felony Arrests	26	11	177	145
Warrant Arrests	76	42	400	358
DUI Arrests	33	29	285	230
Patrol Division Traffic Summonses	637	633	6,258	5,008

<b>INVESTIGATIONS</b>				
Case Filings	28	27	189	181
Summons	9	5	35	20
Deactivated (no additional leads)	32	36	246	245
Unfounded	10	13	82	77
Victim Failure to Prosecute	4	3	44	47
Other Jurisdiction	4	6	42	58
Located Missing Person/Runaway	4	3	28	24
Non Criminal Death Investigations	6	2	42	48
Prosecution Declined by District Attorney	0	1	8	11
<b>TOTAL</b>	<b>97</b>	<b>96</b>	<b>716</b>	<b>711</b>

<b>NEIGHBORHOOD SERVICES</b>				
<b>Impact Team</b>				
Projects initiated	23	6	118	155
Residential	19	4	87	100
Business	4	2	31	55
Projects Cleared	12	12	78	99
Community Contacts	6	5	72	96
Residential	0	2	5	15
Business	6	3	67	81
Community Events	17	17	69	79
<b>Code Enforcement</b>				
Cases Opened	543	226	3,341	2,956
Notices of Violation	392	140	2,205	1,477
Postings	94	33	591	362
Summons	15	9	105	114
Patrol Referrals	26	20	164	266
<b>TOTAL</b>	<b>1,070</b>	<b>428</b>	<b>6,406</b>	<b>5,175</b>
<b>Traffic Bureau</b>				
Traffic Summonses	270	392	2,520	1,752
Parking Summonses	412	330	2,694	859
<b>TOTAL</b>	<b>682</b>	<b>722</b>	<b>5,214</b>	<b>2,611</b>
<b>Community Relations</b>				
Community Events/Activities	9	8	51	80
Persons in Attendance	194	103	1,144	2,709

# ENGLEWOOD POLICE DEPARTMENT SUMMARY REI

For Period August 1, 2013 through August 31, 2013



<b>TYPE OF INCIDENT</b>	<b>August 2013</b>	<b>August 2012</b>	<b>YTD 2013</b>	<b>YTD 2012</b>
<b>COMMUNICATIONS/RECORDS</b>				
<i>Reported Part I Crimes</i>				
Murder/Manslaughter	0	0	0	0
Rape	1	0	10	6
Robbery	1	2	18	18
Assault (includes all assaults)	32	32	238	256
Burglary	29	28	144	199
Theft	109	124	1,041	1,154
Auto Theft	17	22	144	124
Arson	1	2	3	8
Reported Part I Crimes <b>TOTAL</b>	190	210	1,598	1,765
Calls for Service <b>TOTAL</b>	4,431	4,495	34,049	34,482

<b>VICTIM ASSISTANCE RESPONSE</b>				
Incidents with victim assistance provided	79	78	607	614
People served relative to incidents	93	81	746	709
Domestic Violence victims	34	21	232	330

**CITY OF ENGLEWOOD  
2013 CALENDAR OF EVENTS**



Mon., Sept. 23	6:00 p.m.	Executive Session, City Council Conference Room
	6:45 p.m.	Study Session, Community Room
Mon. Sept. 30	<b>Cancelled</b>	Study Session
Wed., Oct. 2	4:00 p.m.	Englewood Housing Authority Board Meeting, Housing Authority Board Room
	5:45 p.m.	Cultural Arts Commission, City Council Conference Room
	<b>Cancelled</b>	Local Liquor and Medical Marijuana Licensing Authority, Telephone poll
Mon., Oct. 7	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., Oct. 8	5:00 p.m.	Water and Sewer Board, Comm. Dev. Conference Room
	6:30 p.m.	Keep Englewood Beautiful, Council Conference Room
	7:00 p.m.	Planning and Zoning, City Council Conf. Room/Council Chambers
Wed., Oct. 9	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
	6:30 p.m.	Englewood Urban Renewal Authority, Community Development Conference Room
Thurs., Oct. 10	11:30 a.m.	Alliance for Commerce, City Council Conference Room
	5:30 p.m.	Parks and Recreation Commission, Englewood Service Center, Training Room
Mon., Oct. 14	6:00 p.m.	Executive Session, City Council Conference Room
Tue., Oct. 15	7:00 p.m.	Library Board, Library Board Room
Wed., Oct. 16	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., Oct. 21	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., Oct. 22	7:00 p.m.	Planning and Zoning, City Council Conf. Room/Council Chambers

Mon., Oct. 28	6:00 p.m.	Study Session, Community Room
Mon., Nov. 4	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., Nov. 5	7:00 p.m.	Planning and Zoning, City Council Conf. Room/Council Chambers
Wed., Nov. 6	4:00 p.m.	Englewood Housing Authority Board Meeting, Housing Authority Board Room
	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
<b>Mon., Nov. 11</b>		<b>City Hall closed — Veteran's Day</b>
Tues., Nov. 12	4:00 p.m.	NonEmergency Employees Retirement Plan Board, Public Works Conference Room
	6:00 p.m.	Study Session, Community Room
	7:00 p.m.	Library Board, Library Board Room
	6:30 p.m.	Keep Englewood Beautiful, Council Conference Room
Wed., Nov. 13	5:00 p.m.	Water and Sewer Board, Comm. Dev. Conference Room
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
	6:30 p.m.	Englewood Urban Renewal Authority, Community Development Conference Room
Thurs., Nov. 14	11:30 a.m.	Alliance for Commerce, City Council Conference Room
	3:00 p.m.	Police Officers Pension Plan Board, Public Works Conference Room
	3:30 p.m.	Firefighters Pension Plan Board, Public Works Conference Room
	5:30 p.m.	Parks and Recreation Commission, Broken Tee Golf Course
	6:30 p.m.	Transportation Advisory Board, City Council Conference Room
Mon., Nov. 18	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers

**TENTATIVE**

**STUDY SESSIONS TOPICS  
FOR ENGLEWOOD CITY COUNCIL**



September 30	No meeting scheduled – 5 <sup>th</sup> Monday
October 7	Study Session & Regular Meeting Belm, Germany Sister City Visit RTD Parking and Bates Station Alternatives 2014 Business Summit Aid To Other Agencies
October 14	Study Session Executive Session – Personnel
October 21	Study Session & Regular Meeting Financial Report River Run Development City/School IGA reviews
October 28	Study Session Board and Commission Reports
November 4	Study Session & Regular Meeting Board and Commission Members Reappointment Discussion
November 11	Study Session - Veteran's Day Holiday – no meeting scheduled
November 18	Study Session & Regular Meeting New Council Swearing-In Ceremony @ Regular Meeting
November 25	Study Session City Council's participation on Boards/Commissions discussion Board and Commission Reports
December 2	Study Session & Regular Meeting
December 9	Study Session Board and Commission Reports

December 16	Regular Meeting Holiday Dinner – No Study Session Scheduled
December 23	Christmas Holiday – no meeting planned
December 30	Christmas Holiday – no meeting planned

### **FUTURE STUDY SESSION TOPICS**

Citizen Engagement/Mindmixer  
Nextdoor Network  
Public Comment Process  
Security Camera Update  
South Platte River Bike Trail  
City/School Agreements  
BID Assets/Additional Information  
Metro Fire Training Center Options

**CITY OF ENGLEWOOD PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
September 4, 2013**

**Minutes and audio are available at:**

<http://www.englewoodgov.org/Index.aspx?page=152>



**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 Community Development Conference Room of the Englewood Civic Center, Chair Brick presiding.

Present: Bleile, Roth, King, Knoth, Brick, Kinton, Townley, Fish, Welker

Absent: Freemire (alternate)

Staff: Alan White, Community Development Director  
Chris Neubecker, Senior Planner  
Nancy Reid, Assistant City Attorney



**II. APPROVAL OF MINUTES**

August 6, 2013

Knoth moved:

Roth seconded: TO APPROVE THE AUGUST 6, 2013 MINUTES

Chair Brick asked if there were any modifications or corrections.

AYES: Bleile, Roth, Knoth, Brick, Kinton

NAYS: None

ABSTAIN: Townley, Welker, Fish, King

ABSENT: None

Motion carried.



**III. STUDY SESSION**

Case #2012-07: PUD Amendments to Unified Development Code

Mr. Neubecker asked for the Commission's input on the following amendments to the PUD process:

- Developing a two-step submittal process: District Plan and Site Development Plan
- Eliminating the lapsing of approved Planned Unit Developments (PUD)
- Requiring a Traffic Impact Study as part of the PUD District Plan
- Allowing Planning Commission's decision on a PUD to be appealed to City Council
- Removing the appeal process for Development Review Team (DRT) decisions
- Removing the PUD District Plan Reversion process

Discussion ensued. Ms. Reid stated that any final City decision is appealable to District Court; therefore, an appeal section is not necessary. With PUDs, the Commission only makes a recommendation to City Council who then approves or denies it. Mr. White responded that if it is not a complicated PUD, Council may not review the Site Plan. For example, Council can make a determination on the District Plan whether or not they want to see the Site Plan. If the Commission would deny or attach a condition to the Site Plan, the applicant may want to appeal that decision. Staff will revisit that section.

Chair Brick asked for each Commissioner's input.

*Mr. Kinton:* He supports the two-step process. He would like further discussion on a time limit on the PUD; it is important to him that the PUD is not granted with an unlimited timeframe. Perhaps the applicant comes back to the Commission for an extension.

*Mr. Bleile:* He supports the two-step approach; that the process can be separate or simultaneous. DRT should have clear submittal criteria with which to guide the applicant through the process in preparation of the Commission hearing.

*Ms. Townley:* She supports the two-step process. She would like to see information regarding context or connectivity to surrounding areas from the applicant. She asked staff to review the terms "major modification" and "substantial amendment"; if meaning is the same, to use the same language throughout.

*Mr. Welker:* He agrees that context is important. He favors clear guidelines and submittal requirements. He supports eliminating the PUD expiration.

*Mr. Fish:* He encouraged expediting the process whenever possible.

*Mr. King:* He agreed with expediting the process if possible. He supports the flexibility of being able to combine the process into one step if requested.

*Mr. Roth:* He supports the two-step process. After hearing the discussion, he favors eliminating the PUD lapsing requirements. Regarding PUD District Plan submittal requirements, "perimeter setbacks and other setbacks as appropriate" are stricken out, but he doesn't find them covered in another section. Discussion ensued. It was the consensus that perimeter setbacks should remain in the District Plan submittal requirements. Mr. Roth asked staff to research why the minimum district size for the three various rezonings differ. Mr. White stated that the TSA portion is being reviewed in the context of the Light Rail

Corridor Plan, and most likely will be revised in the future. Discussions have been held about possibly reducing the half acre requirement for a PUD. Chair Brick suggested discussing the rezoning thresholds at a future PUD amendment study session.

*Mr. Knoth:* He suggested the Commission schedule a study session to review a developer's time and cost for a PUD submittal to gain another perspective. Mr. Knoth favors the two-step process.

*Chair Brick:* He supports the two-step process and favors a meeting regarding the time and cost involved to apply for a PUD.

Staff will make the revisions and bring back to the Commission for further discussion.

#### **IV. PUBLIC FORUM**

There was no public to address the Commission.



#### **V. ATTORNEY'S CHOICE**

Ms. Reid stated that the Englewood Urban Renewal Authority made a presentation at the September 3, 2013 City Council on the Acoma property. Further, a developer has been selected, and property sale negotiations are underway.

#### **VI. STAFF'S CHOICE**

The Light Rail Corridor Plan was adopted by City Council. The City applied for a follow-up grant to study the recommendations within the Plan, primarily the rail trail; pedestrian bridges over Oxford, Hampden, and Dartmouth; and protected bike ways along Dartmouth and Oxford.

City Council adopted the Commission's recommendations on Distilleries and Breweries.

Funds have been allocated in the 2013 and 2014 budgets for a Comprehensive Plan update.

Future Commission meetings:

- September 17: Zoning Text Amendments  
Acoma Property Update
- October 8: Public Hearing - Chick-Fil-A PUD
- October 22: Public Hearing - Home Occupations

Staff is still researching a field trip.

**VII. COMMISSIONER'S CHOICE**

Mr. Kinton agreed it would be beneficial to learn more of the applicant's perspective of the PUD process and how Englewood's process fits in with other Cities' requirements.

The meeting adjourned at 8:35 p.m.

/s/ Nancy G. Fenton

Nancy G. Fenton, Recording Secretary