

PLANNING & DEVELOPMENT MONTHLY REPORT

Review of March 2025

STAFF HIGHLIGHTS

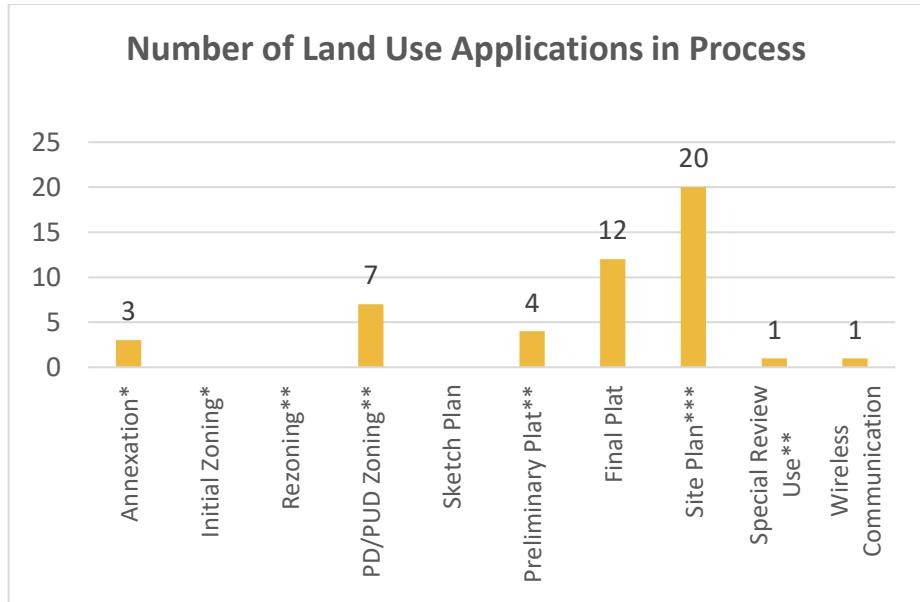
- The Building Division staff attended at least two days of the 5-day Colorado Chapter of the International Code Council (CCICC) Code Education Institute in Loveland. Classes attended include significant changes to the updated codes (including energy conservation), over-the-counter plan review, specific inspection training and overview, as well as disaster response, assessment, and communication.

PLANNING DIVISION

Current Planning

Land Use Applications

Planning had a total of 48 land use applications in process in March; the graph illustrates the breakdown of applications by type. The land use application project type details can be found in the Development Application List on the [Town website](#) along with a map of current projects.



*TC review ** PC & TC review *** PC review – Projects 25,000 square feet or greater

Note: Land use applications for Sketch Plan, Site Plan (under 25,000 square feet) and Final Plat are approved administratively. Projects within a PD zone district also have an administrative approval depending on their specific land use requirements.

Pre-Application Meetings

In addition to the land use applications listed above, Planning staff also meet with potential developers in pre-application meetings to discuss a concept or idea for development. Planning provides guidance on Code requirements and which formal land use applications apply. In March 2025, the Planning staff had six Pre-Application meeting requests submitted for the following projects/properties:

- PA2025-00010 – Westerly – Temporary Marketing Center
- PA2025-00011 – Sierra Vista – Rezoning from LR – Low Density Residential to Commercial Mixed Use
- PA2025-00012 – Old Town – 735 Pierce Street – Single Family Residence
- PA2025-00013 – Erie Air Park – 3000 Airport Drive – Special Review Use for Mini Gymnastics and Play Facility
- PA2025-00014 – 1109 Telleen Avenue – Special Review Use – Warehouse
- PA2025-00015 – Old Town – 445 Briggs Street – Cellar West

Strategic Planning

Multi-Department Projects

Other Town departments and other jurisdictions rely on the participation of Planning staff in their projects. Below is a list of the projects Planning participated in during March 2025.

- **Economic Development and Interdepartmental**

- Planning staff continue to regularly meet with Lafayette and Frederick staff regarding coordination efforts and IGA drafting.
- Staff are working with Sustainability, Public Works, and Parks on Landscape Code updates related to state legislation on non-functional turf.

BUILDING DIVISION

Building Activity

What's Going On

- The Building Division received an Insurance Services Office (ISO) “Building Code Effectiveness Grading Schedule” (BCEGS) final report after completing a survey and analysis of our adopted building codes and enforcement efforts. On a scale of 1 to 10 (1 being the best), we received a “Grade” of 5 for residential property and 4 for commercial and industrial property, both higher than the statewide average score.

- The Deputy Building Official and Permit Coordinator participated in the Economic Development Department's first business community open house to answer questions related to permitting, inspections, and Certificate of Occupancy requirements for businesses opening or considering opening in an existing building.
- The Deputy Building Official and Permit Coordinator also participated in the first North Metro Denver Home Builders Association (HBA) roundtable discussion with Town staff.

What's Going Up

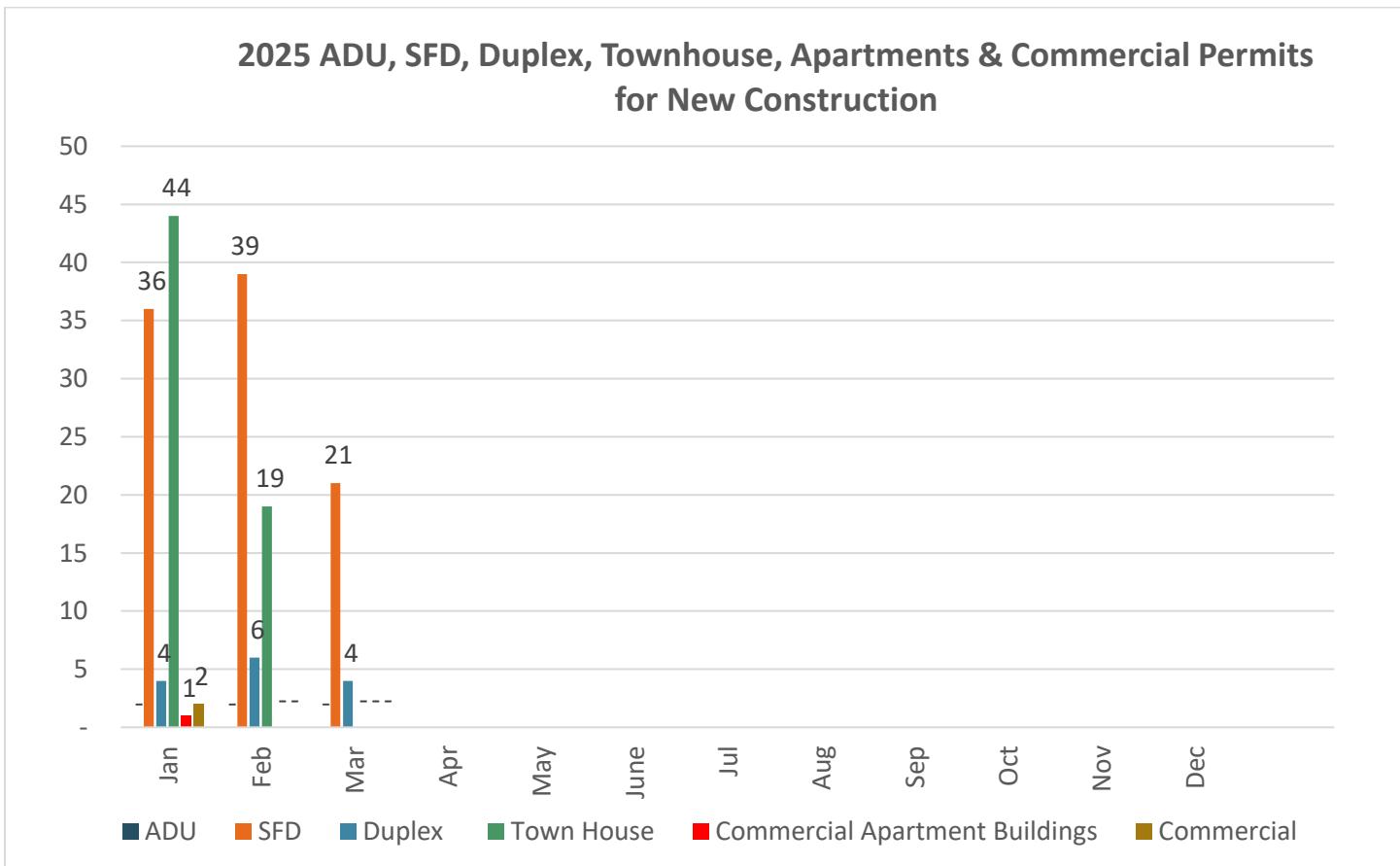
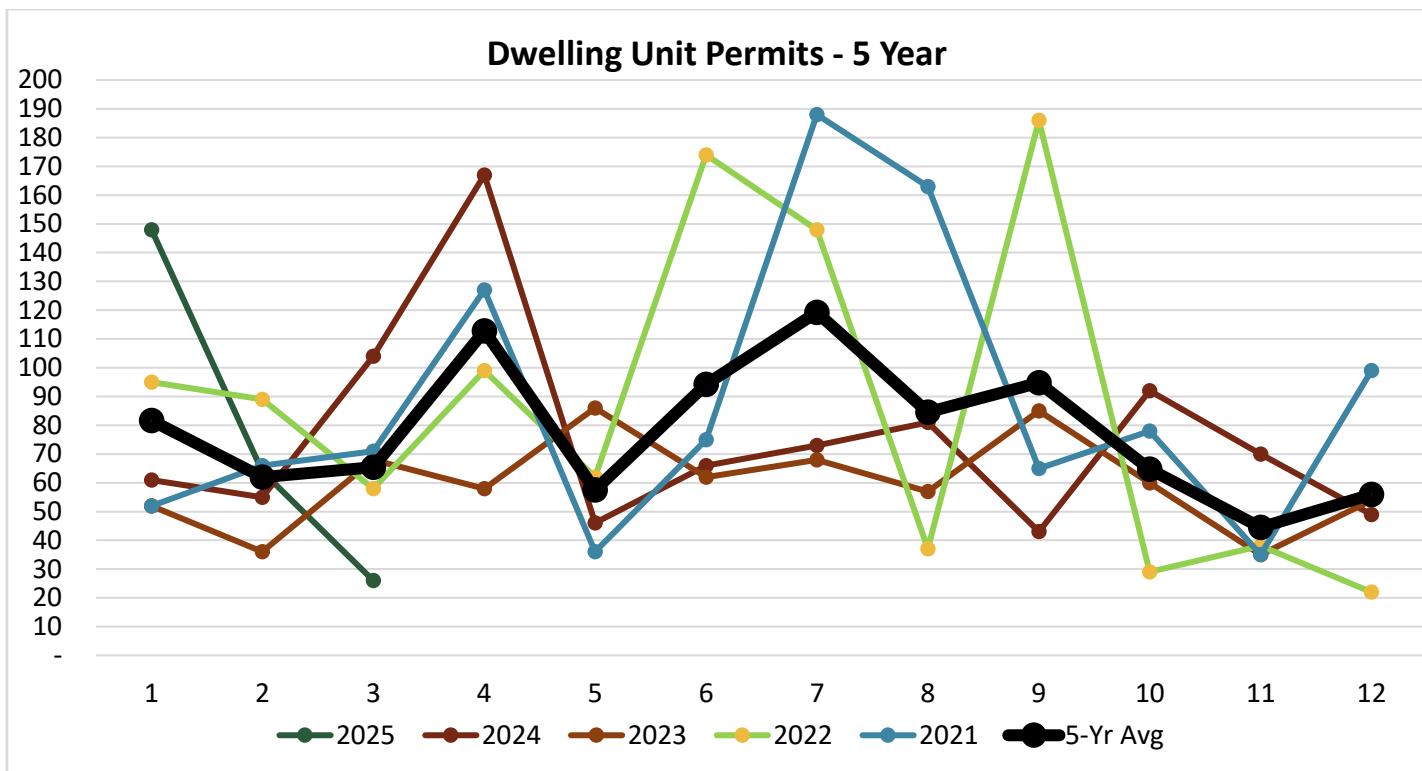
- Children's Eye Clinic – Vista Ridge
- Bellco Credit Union – Erie Commons
- Dutch Brothers Coffee – Erie Commons
- Valvoline – Nine Mile
- Chick-Fil-A – Nine Mile

Summary of this month's Permit and Inspection Activity:

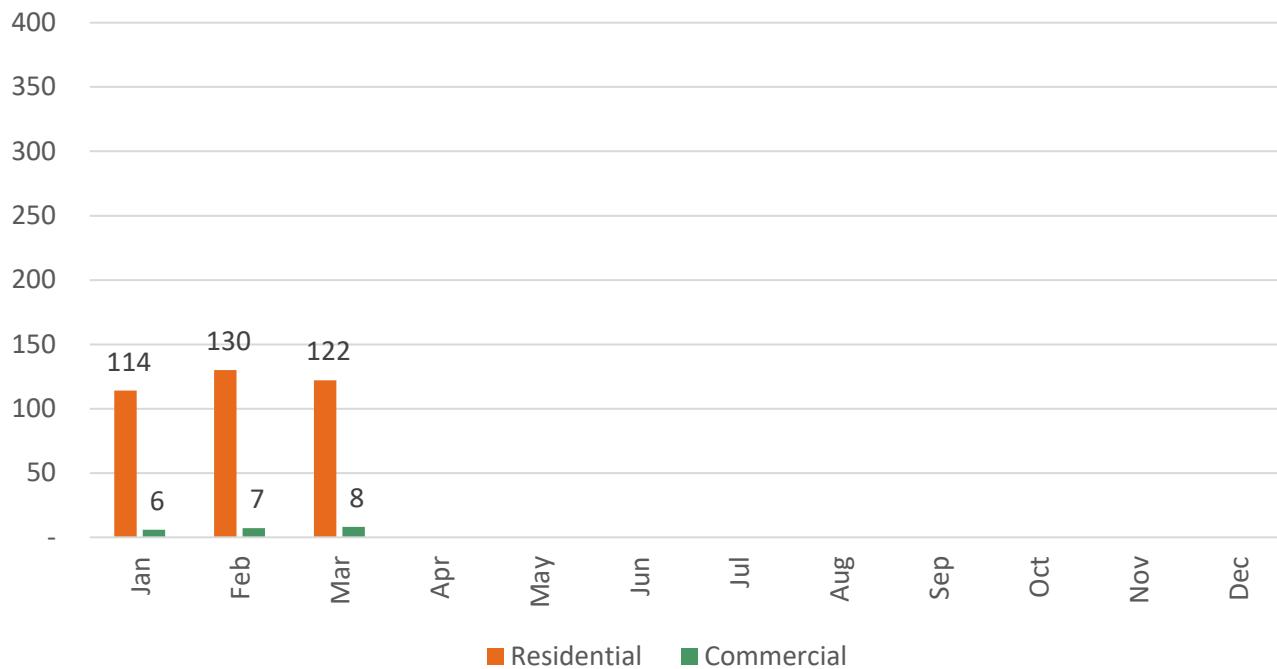
- 155 Total Building Permits (563 YTD) – 25 single-family dwellings (attached, detached & townhomes / 173 YTD). 23 re-roof permits (14.8% of monthly total / 47 YTD)
- 2,240 inspections - 107 per business day/21 per inspector per day: 5 inspectors
- 64 Certificates of Occupancy (184 YTD) – 64 Residential (184 YTD) and 0 Commercial (0 YTD)

Commercial Project Permit Applications in Plan Review Queue:

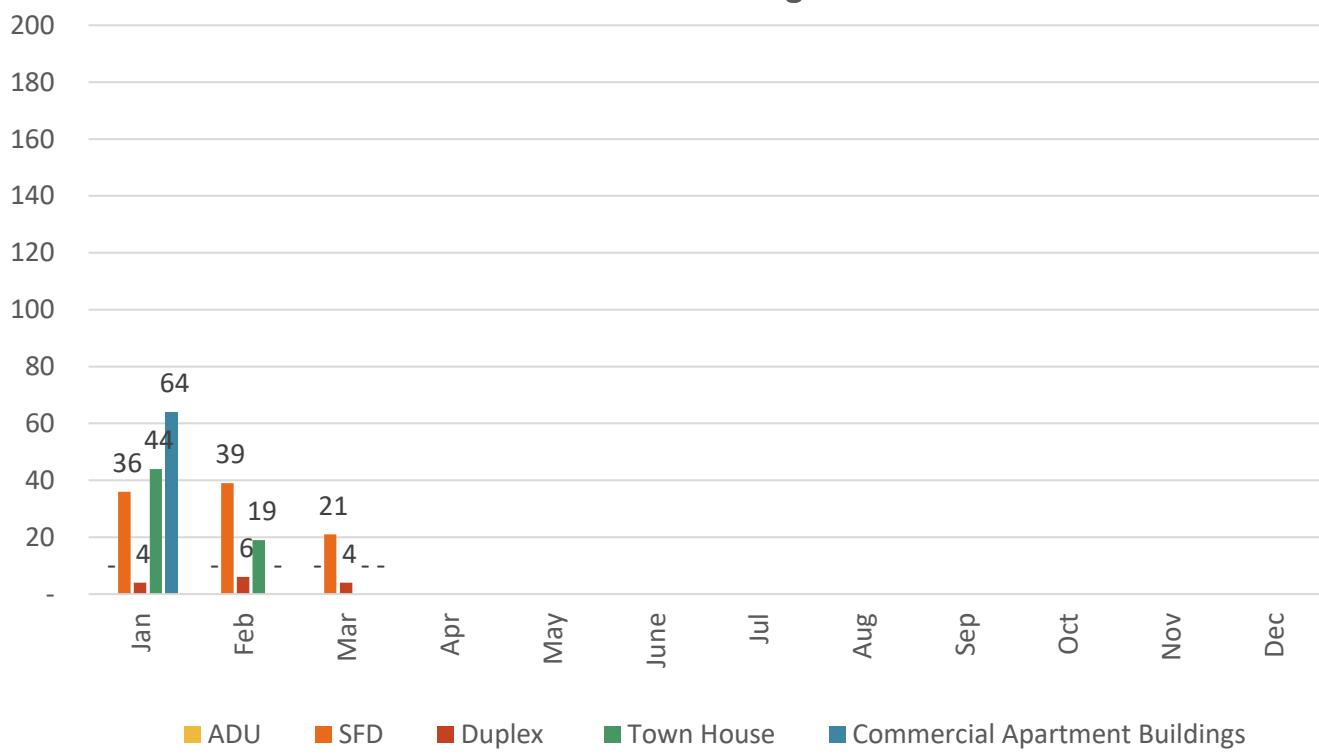
- 3000 Airport Dr., Suite 406 – Children's gym tenant improvement
- 445 Briggs St. – Cellar West Brewery tenant improvement
- 700 Lloyd Ave. – O'Reilly's Auto Parts Store



2025 Total All Other Permits



2025 Total New Dwelling Units



All Permit Types by Month

2025	Residential Permits*	Commercial Permits*	All Permit Types*	New Dwellings Permits
Jan	114	6	207	148
Feb	130	7	201	64
Mar	122	8	155	26
Apr				
May				
Jun				
Jul				
Aug				
Sep				
Oct				
Nov				
Dec				
TOTAL	366	21	563	238

* Includes: Mechanical, Electrical, Plumbing, Roofing, Decks, and Fence permits.

Detached Single Family New Construction Building Permit Trends

	2021	2022	2023	2024	2025	2025 Month to Avg	Cum Yr. to Avg
Jan	38	55	52	41	36	44	-8
Feb	52	53	33	46	39	45	-6
Mar	51	44	68	98	21	56	-35
Apr	87	67	58	162		94	
May	18	54	54	37		41	
Jun	56	74	54	35		55	
Jul	20	17	50	51		35	
Aug	28	31	49	47		39	
Sep	41	62	75	17		49	
Oct	51	25	50	53		45	
Nov	30	32	27	43		33	
Dec	55	22	42	28		37	
TOTAL	527	536	612	658	96	571	-49

AFFORDABLE HOUSING DIVISION

- **Affordable Housing** – Presented as an element of the Comprehensive Plan at the March 4 Town Council meeting. Staff is outlining the process to initiate recission of Ordinance No. 017-2023, per Council direction.
- **Cheesman Street Residences** – Marketing and outreach for the project is ongoing. Review of potential buyers' applications is ongoing to determine eligibility. Five modular homes were delivered and are onsite and townhome construction continued. The project is on schedule for the first closings in mid-2025.
- **Village at Coal Creek (Page Property)** – Contracts are on hold pending direction from Council.
- **CDBG Housing Rehabilitation Grant** – Contracts have been finalized for the Home Repair Program. Marketing and outreach have been initiated with applications opening April 1.
- **Regional Housing Partnership (RHP) – Several Initiatives**
 - Staffing changes at RHP have delayed strategic planning efforts.
 - 1B Funding also known as Affordable and Attainable Housing Tax (AAHT) (Boulder County Tax in support of affordable housing) – Boulder County Commissioners have made allocations of funding development with approximately each receiving 1/3 (Longmont, Boulder and Boulder County).
 - The [Data Dashboard](#) is available for review.
 - IGA with City of Boulder for Monitoring and Compliance of affordable housing units has been created.
 - Development of policies for homeownership and rental developments substantially completed.
 - Legal review will occur in March, with implementation targeted for mid-2025.
 - The scope of services for Local Planning Capacity Grant is finalized. Boulder County has issued the RFP for consultants.



Leadership

Sarah Nurmela, Director
Deborah Bachelder, Deputy

Division Leads

Kelly Driscoll – Planning
Ed Kotlinski – Building
MJ Adams – Affordable Housing