

PLANNING & DEVELOPMENT MONTHLY REPORT

Review of June 2024

STAFF HIGHLIGHTS

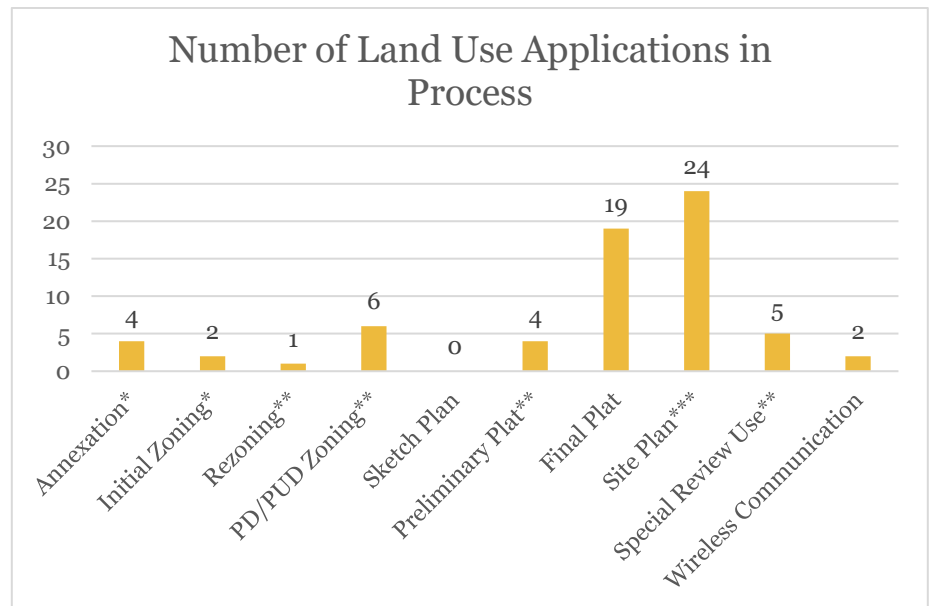
- The Building Division staff toured a local truss manufacturing facility on June 27.
- The Transportation Division is now led by John Firouzi, Transportation and Mobility Manager, who joined the Town in June. He brings significant, highly relevant experience from both municipal and State positions in transportation planning and implementation.

PLANNING DIVISION

Current Planning

Land Use Applications

Planning had a total of 67 land use applications in process in June; 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.



*BOT review ** PC & BOT 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 meets with potential developers in pre-application meetings to discuss a concept or idea for development. Planning provides guidance on Code requirements and what formal land use applications apply. In June 2024, the Planning staff held 1 Pre-application meetings for the following projects/properties:

1. **Vista Ridge Filing 6** – Sanitary Sewer/Development Discussion

Strategic Planning

Elevate Erie

- Feedback received on land use scenarios from the Elevate Erie community engagement meetings is being used by staff to draft the Town's future land use map using. The project website includes the scenarios information, past outreach summaries, and an opportunity to provide additional feedback or ask questions: <https://erieco.us/comp-plan-and-tmp>.

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 June 2024.

- **Current Planning**
 - Current Planning and Development Review staff are using Central Square for land use application tracking and review processes and are working through necessary adjustments and process changes.
- **Long Range/Strategic Planning**
 - Stakeholders (PAC, TAC and Planning Commission) are reviewing Comprehensive Plan sections over the next month.
- **Economic Development and Interdepartmental**
 - Planning staff are assisting Public Works with necessary updates to the Floodplain Regulations, which will go to the Planning Commission and Town Council in early fall.

BUILDING DIVISION

Building Activity

- Building Division staff, specifically, Weslyn Korecky, Permit Coordinator and Joel Champagne, Deputy Building Official were instrumental throughout the expedited permitting and plan review process for the Cheesman Street Residences affordable housing project.
- The Central Square permitting software system and customer service portal have been up and running for a month. The software transition enhances our internal and external customer service and streamlines the permitting process. Customer service communications remain high but have reduced in frequency since the May 28 "Go-Live" date.

What's Going Up

- King Soopers at Nine Mile – late 2024 anticipated opening
- Town Hall Expansion and Renovation
- Valvoline Service Center
- Little Sunshine Playhouse (daycare)
- Chase Bank branch
- Westerly Amenity Center and Pool

Summary of this month's Permit and Inspection Activity:

- 214 Total Building Permits issued (2,304 YTD) – 48 re-roof permits (22% - 788 YTD) and 66 single-family dwellings (detached, attached, and townhomes - 499 YTD).
- 2,343 inspections performed – average 123 per business day | 25 per inspector per day: 5 inspectors.
- 69 Certificates of Occupancy issued - 68 Residential and 1 Commercial.

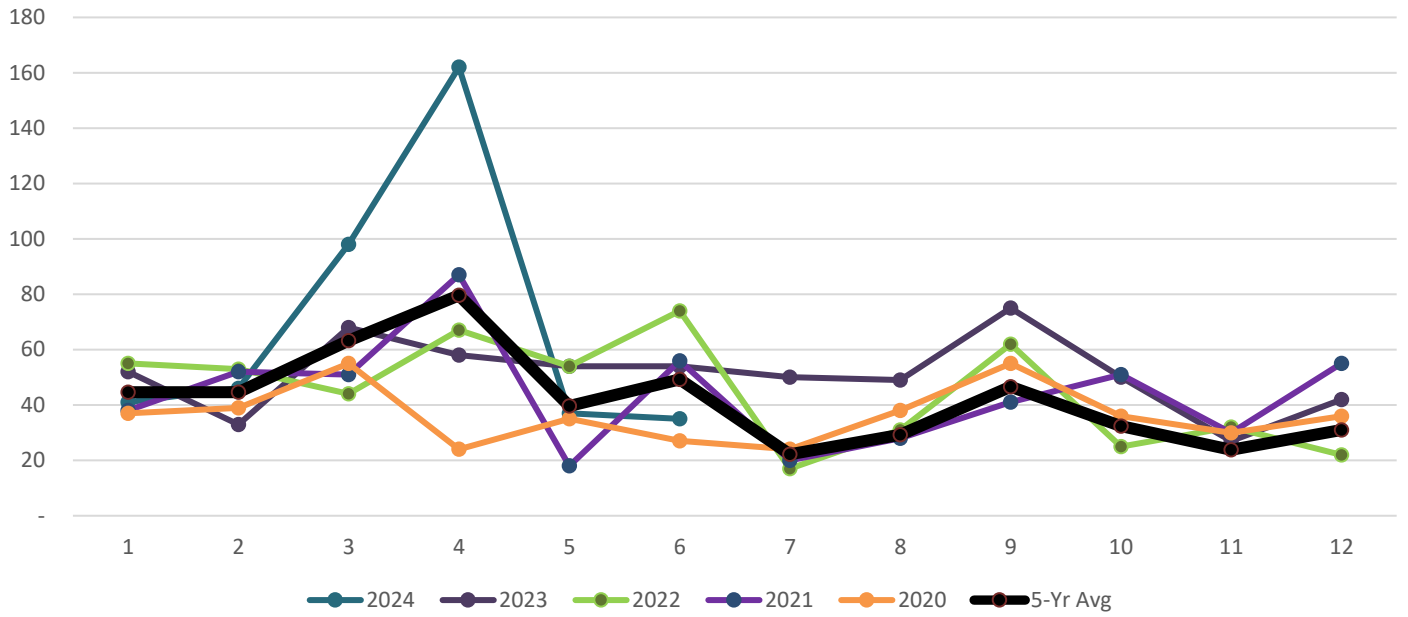
Commercial Project Permit Applications in Plan Review Queue:

- 431 Ambrose – Boulder Creek Builders Leasing Office
- 2920 Arapahoe Road – Valvoline Service Center
- 2950 Arapahoe Road – Chick-fil-A
- 720 Austin – Erie Animal Hospital
- 480 Cheesman – Children's World Montessori
- 680 Commons Drive – Bellco Credit Union

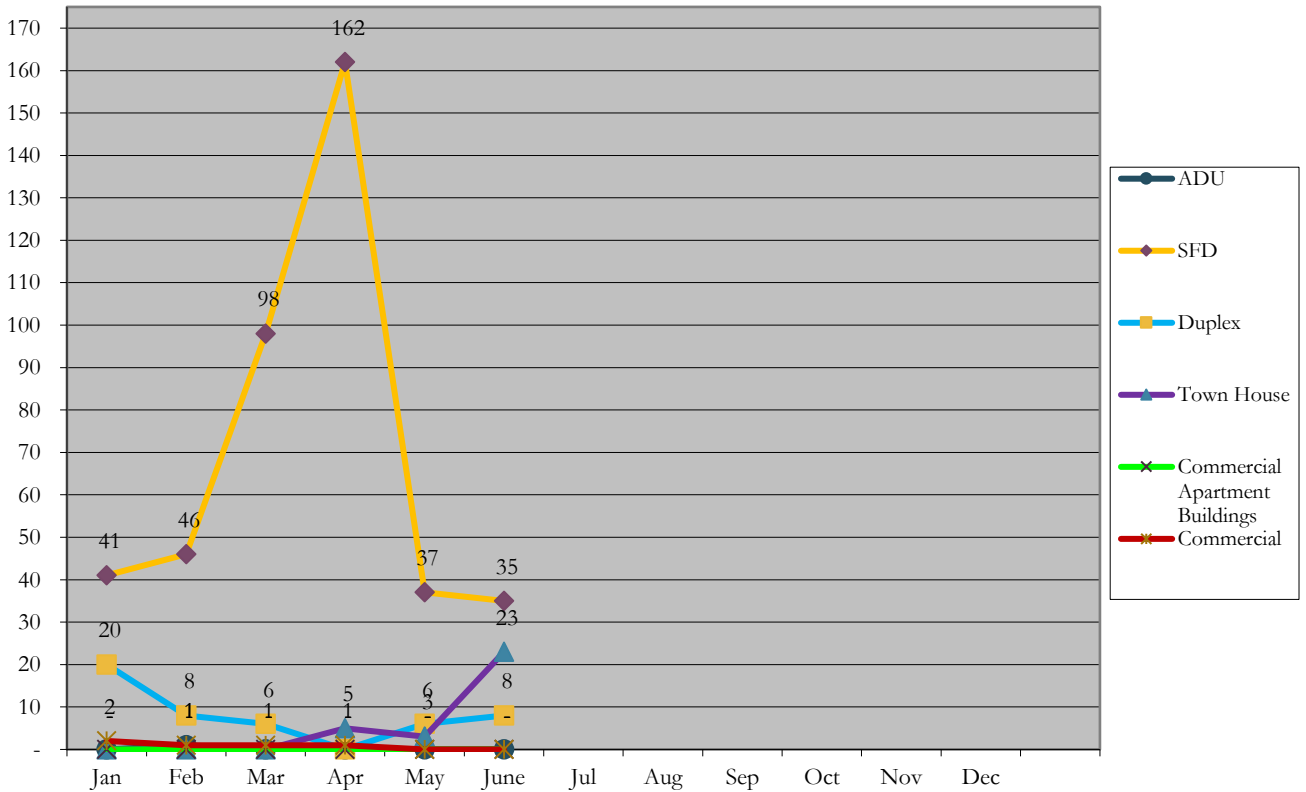
Projects in Support of other Town Departments

- Marcie Weatherly, Residential Plan Reviewer, continues to be the instrumental “problem-solver” throughout the implementation and “go-live” process for the new Central Square permitting software and customer service portal.

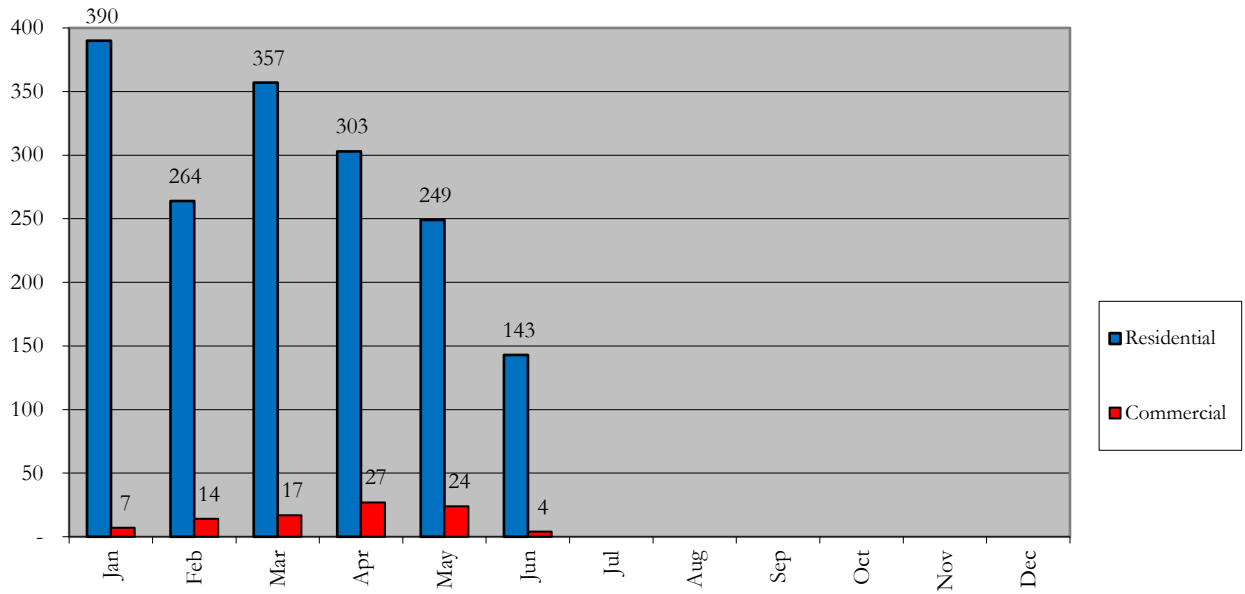
Single Family Detached New Construction Permits - 5 Year



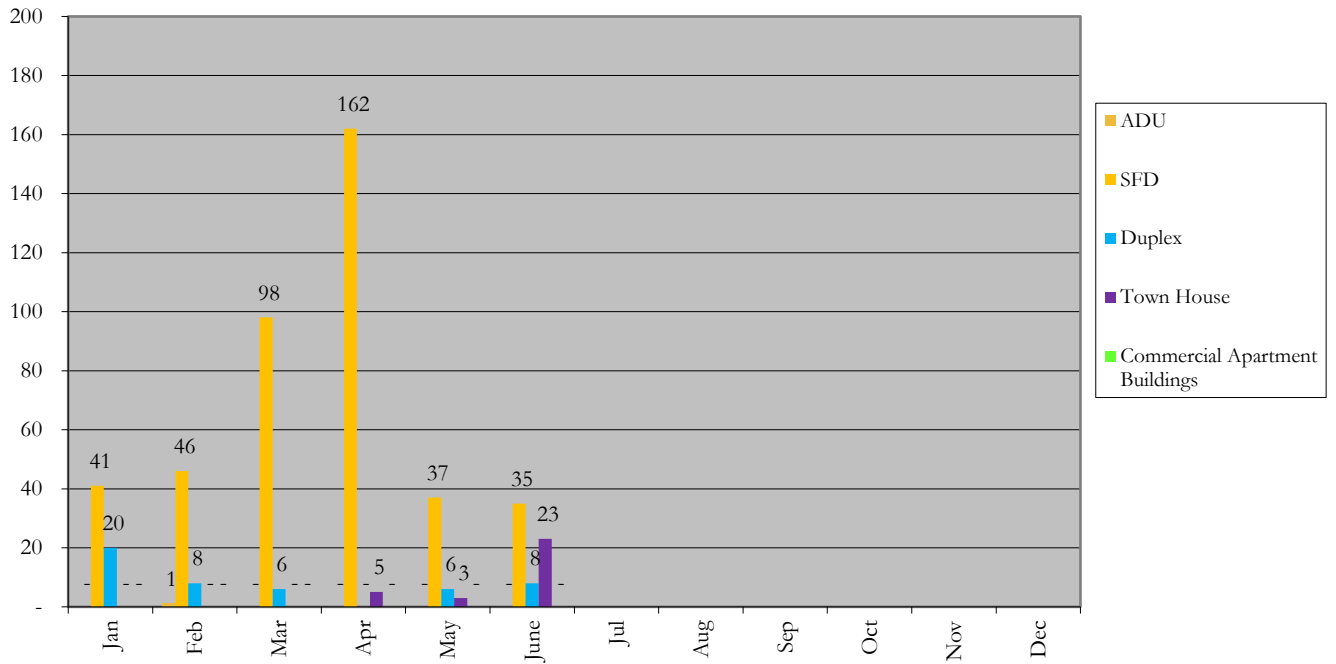
2024 ADU, SFD, Duplex, Townhouse, Apartments & Commercial Permits for New Construction



2024 Total All Other Permits



2024 Total New Dwelling Units



All Permit Types by Month

| 2023 | Residential Permits* | Commercial Permits* | All Permit Types* | New Dwellings Permits |
|--------------|----------------------|---------------------|-------------------|-----------------------|
| Jan | 390 | 7 | 460 | 61 |
| Feb | 264 | 14 | 334 | 55 |
| Mar | 357 | 17 | 479 | 104 |
| Apr | 303 | 27 | 498 | 167 |
| May | 249 | 24 | 319 | 46 |
| Jun | 143 | 4 | 213 | 66 |
| Jul | | | | |
| Aug | | | | |
| Sep | | | | |
| Oct | | | | |
| Nov | | | | |
| Dec | | | | |
| TOTAL | 1,706 | 93 | 2,303 | 499 |

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

Detached Single Family New Construction Building Permit Trends

| | 2020 | 2021 | 2022 | 2023 | 2024 | 5-Yr. Avg | 2024 Month to Avg | Cum Yr. to Avg |
|--------------|------------|------------|------------|------------|------------|------------|-------------------|----------------|
| Jan | 37 | 38 | 55 | 52 | 41 | 46 | -5 | -5 |
| Feb | 39 | 52 | 53 | 33 | 46 | 44 | 2 | -3 |
| Mar | 55 | 51 | 44 | 68 | 98 | 63 | 35 | 32 |
| Apr | 24 | 87 | 67 | 58 | 162 | 80 | 82 | 50 |
| May | 35 | 18 | 54 | 54 | 37 | 40 | -3 | 47 |
| Jun | 27 | 56 | 74 | 54 | 35 | 49 | -14 | 33 |
| Jul | 24 | 20 | 17 | 50 | | 28 | | |
| Aug | 38 | 28 | 31 | 49 | | 37 | | |
| Sep | 55 | 41 | 62 | 75 | | 58 | | |
| Oct | 36 | 51 | 25 | 50 | | 41 | | |
| Nov | 30 | 30 | 32 | 27 | | 30 | | |
| Dec | 36 | 55 | 22 | 42 | | 39 | | |
| TOTAL | 436 | 527 | 536 | 612 | 419 | 555 | 97 | 154 |

AFFORDABLE HOUSING DIVISION

- **Inclusionary Housing/Affordable Housing Impact Fee (IHO/AHIF)** – Staff met with several developers and the Home Builders Association (HBA) of Denver to receive input on the draft components of the Inclusionary Housing Ordinance, including a letter from the HBA. Staff is currently working with the Town Attorney to draft the ordinance and will be working with Town Council and the Planning Commission to refine the concepts.
- **Cheesman Street Residences** – The Entitlement and Development Agreement were approved in June – 35 building permits were issued in June. With this action the Town of Erie has exceeded its Proposition 123 3-year commitment (15 affordable homes). A groundbreaking celebration is planned in mid-July, starting formal outreach and marketing for interested buyers. A Homebuyers Workshop is scheduled Sept. 6 at the Erie Community Center. Application intake will start in December 2024 with first occupancy in early summer 2025 and full occupancy by December 2025.
- **Page Property** – Environmental consultants assessed environmental issues that may impact differing uses for the site. The project management team is collaborating on integration of a Parks facility with the full site infrastructure/site planning.
- **Erie Meadows** – Thistle (a local non-profit housing agency that works with manufactured home parks) is working with residents to explore the possibility of becoming a resident-owned community, if the current owner decides to sell the property.
- **Boulder County Regional Housing Partnership** – several initiatives are underway:
 - Data Dashboard – to track progress on the region’s goal of 12% affordable housing by 2035;
 - IGA with City of Boulder for monitoring and compliance of affordable housing units created;
 - Local Planning Capacity Grant – a regional effort to address the expedited permitting requirements of Proposition 123.



Division Leads

Kelly Driscoll - Planning

Ed Kotlinkski – Building

MJ Adams – Affordable Housing

John Firouzi - Transportation

TRANSPORTATION DIVISION

- **RTD Annexation** – The RTD Board of Directors approved the resolution from Weld County that grants the Town of Erie permission to ask select voters (Erie residents in Weld County residing outside of RTD’s service boundary) whether to annex into the RTD or not. This question will be asked to those voters in this November’s election. The ballot question will be officially submitted to Weld County Clerk & Recorder before the July 28th deadline.
- **Transportation Mobility Plan (TMP)** – Town staff is continuing to review the TMP draft and making edits to the draft, projects lists, maps, policies and programs. Staff edits are expected to be completed in early July. The TMP consultant will then address staff comments prior to presenting to Council.
- **Flex Ride Service Plan Development** – Staff received the final report of the service plan from the consultants. The report provides a recommendation for the operations of the Flex Ride Service Plan

with alternative options for growth of the program. Staff will present the plan to Council in September. Staff is also working with Communications on the marketing and branding of the service.

- **JUMP Reroute & Extension** – Town staff and RTD staff made a site visit to identify new bus stops for the JUMP route extension to Erie High School. RTD engineering will confirm the locations are ideal for ADA compliance. Stop locations are along Erie Parkway at the cross streets of Powers, Briggs, Colliers Boulevard/Bonanza, Highland Boulevard and Weld County Road 5. A new terminal location will be in the Westerly development on Peach Avenue near Westerly Boulevard. Designing of the bus stops is anticipated to start this fall.