

February 2021 Planning & Development Monthly Report

Planning
Engineering
GIS
Building

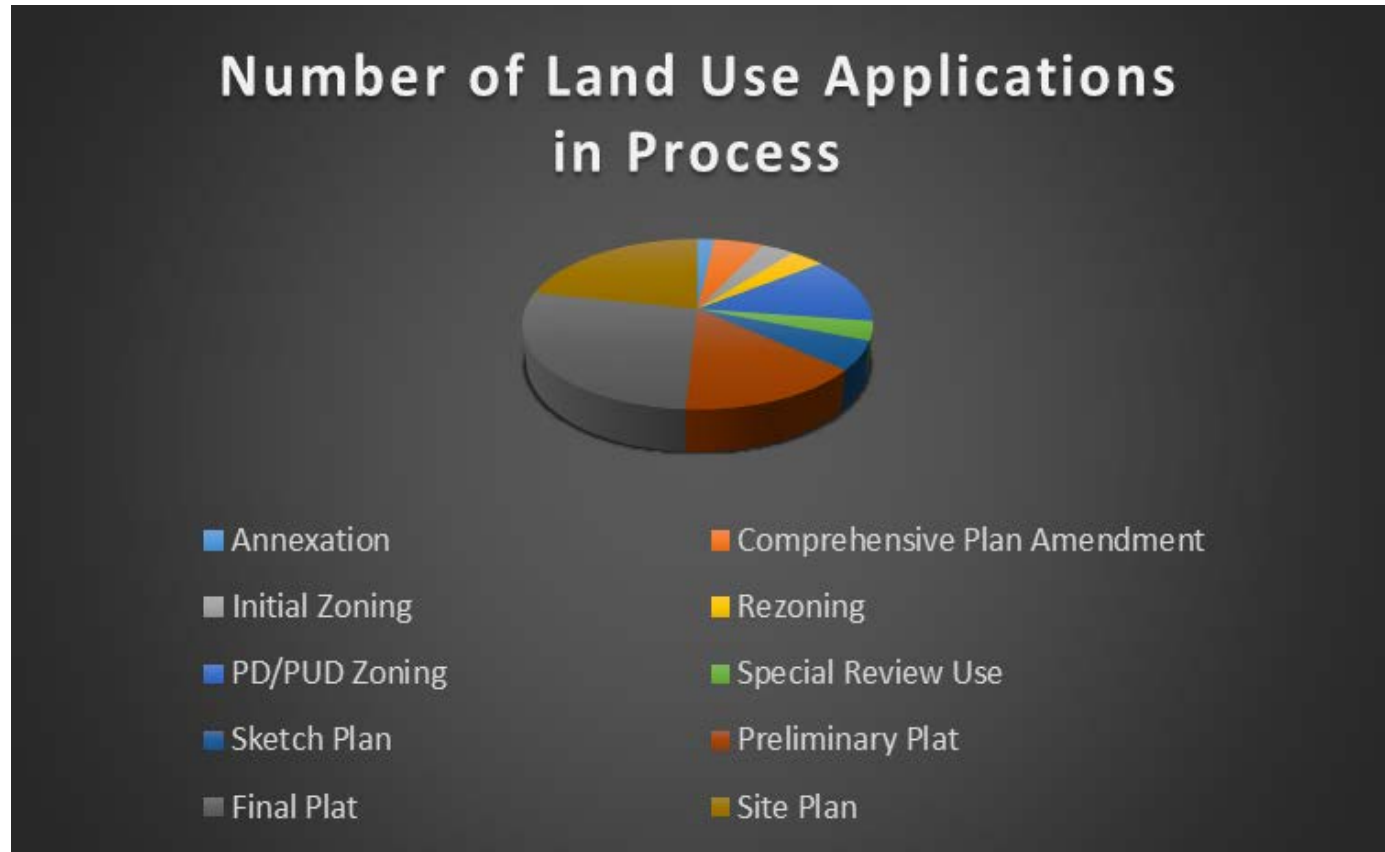
PLANNING DIVISION

Projects

Land Use Applications

In January 2021, Planning had a total of 55 land use applications in process; below is the breakdown of applications by type. In January 2021, 6 new land use applications were submitted to Planning. The land use application project type details can be found in the Development Application List on the Development Review page.

<https://www.erieco.gov/329/Development-Review>



PLANNING DIVISION

Pre-Application Meetings

In addition to our formal land use applications listed above, the Planning staff often meets with potential developers in pre-application meetings to discuss a concept or idea for development and Planning provides guidance on our Code requirements and what formal land use applications the developer should apply for. In January 2021, the Planning staff held 2 Pre-application meetings for the following projects/properties:

1. Redtail Ranch Preliminary Plat – Residential
2. 4047 NE County Line Road – County Line Lumber Accessory Building

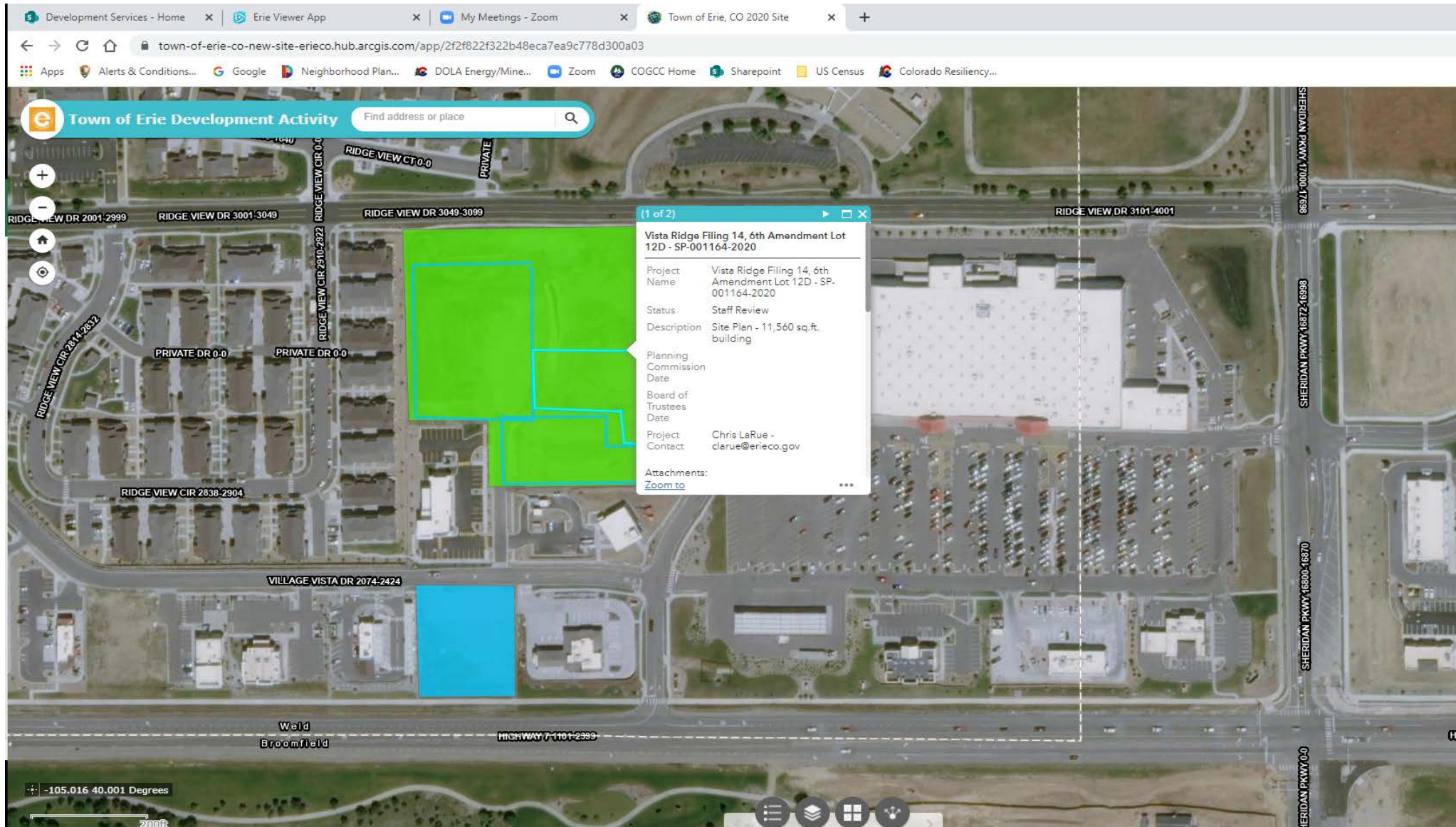
Administrative Approval of Site Plans

The majority of Site Plan applications that are submitted to the Town are reviewed and approved Administratively. In January 2021, the Planning & Development Director approved 2 Administrative Site Plans and 1 Site Plan Amendment. Please reference our Development Activity Map for full details of the project. This is the link to the Development Activity Map:

<https://town-of-erie-co-new-site-erieco.hub.arcgis.com/app/2f2f822f322b48eca7ea9c778d300a03>

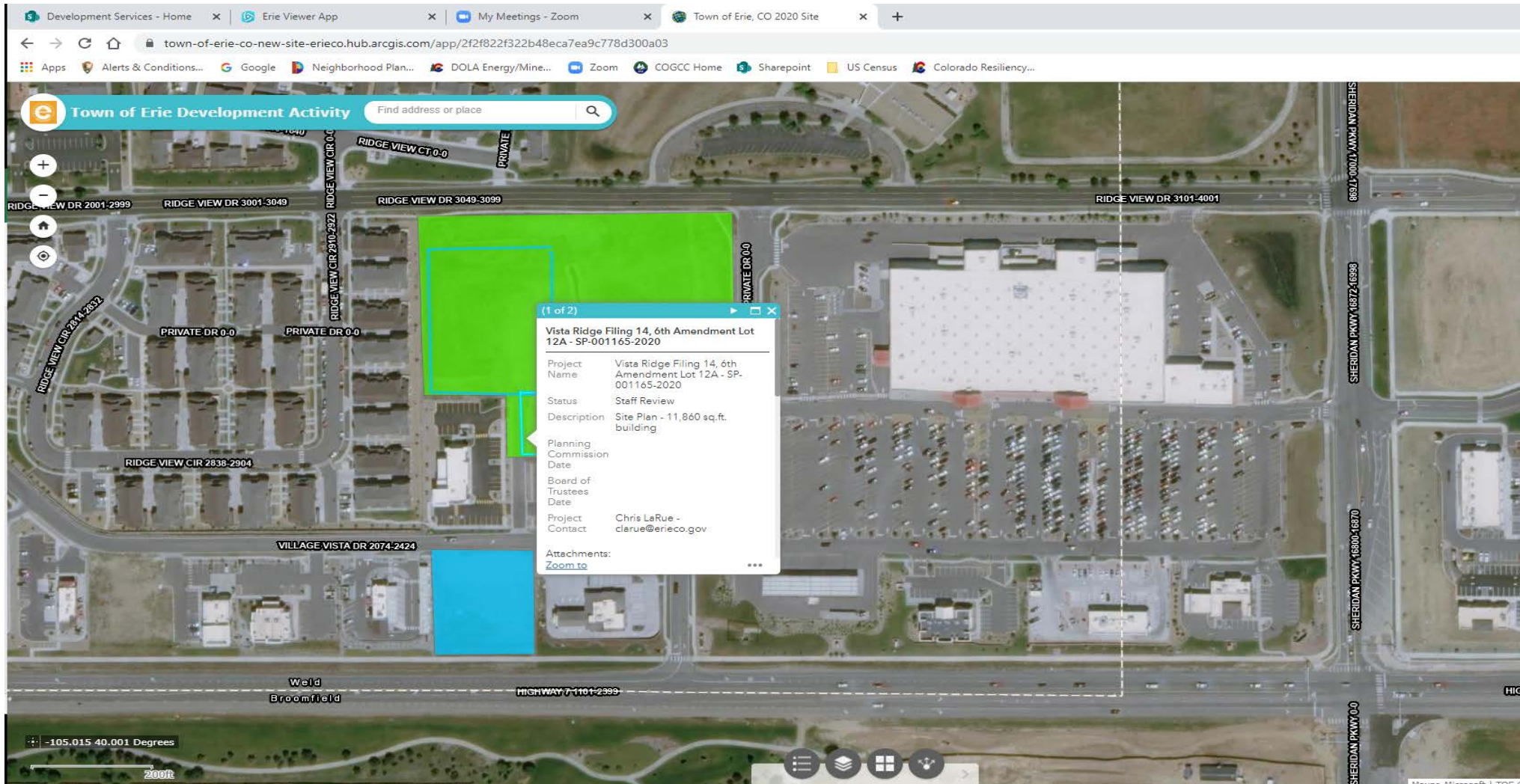
PLANNING DIVISION

1. New retail in-line building in the Vista Ridge development just west of King Soopers.



PLANNING DIVISION

2. New retail in-line building in the Vista Ridge development just west of King Soopers.

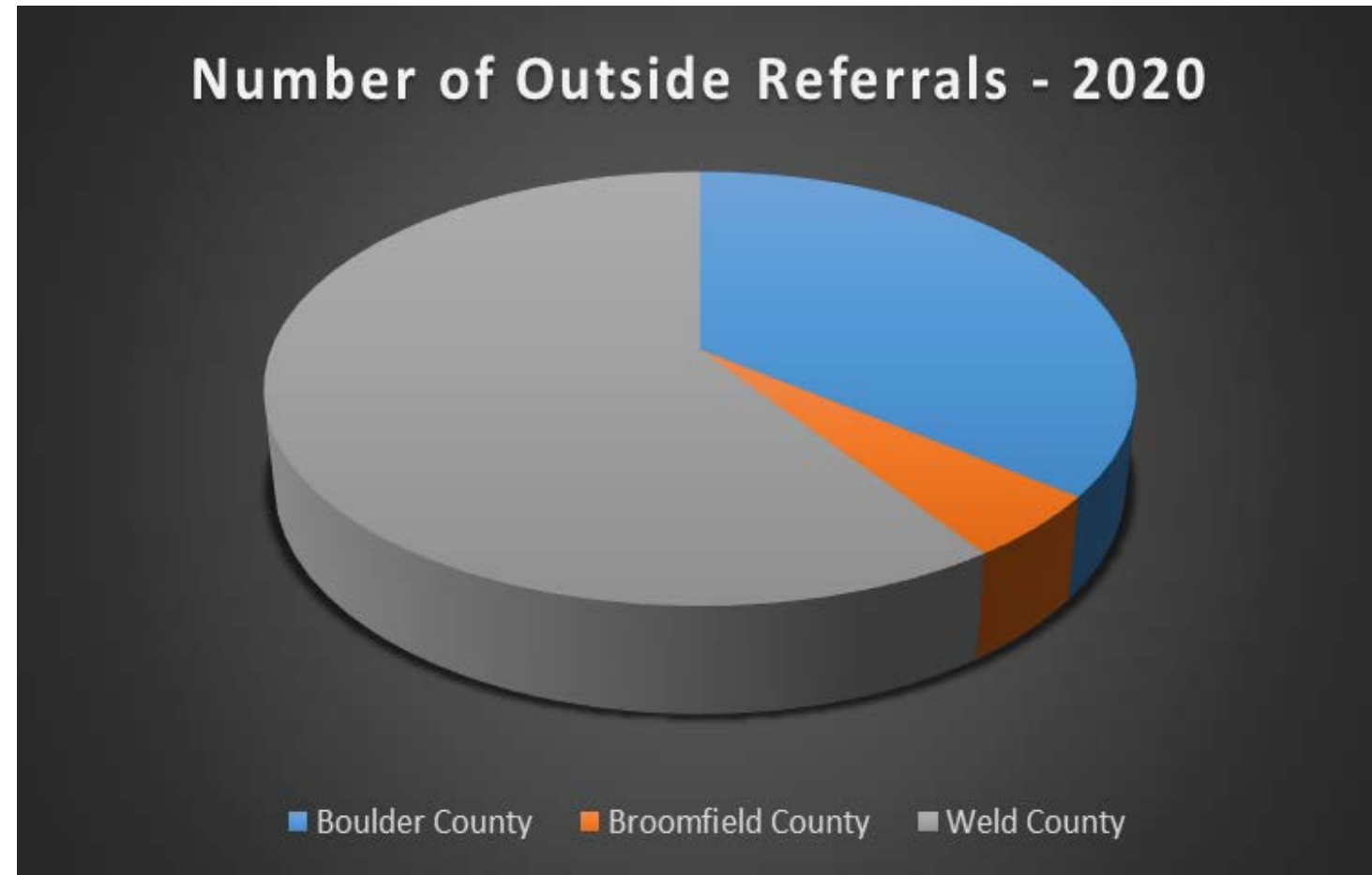


3. Site Plan Amendment for Birdhouse restaurant at 526 Briggs Street.

PLANNING DIVISION

Land Use Referrals from Broomfield County, Boulder County, Weld County

In addition to the Town's land use application reviews, Planning receives land use application referrals from Broomfield County, Boulder County and Weld County. In January 2021, Planning received 3 outside referrals for review and comment. Below, is a breakdown of the number of referrals by jurisdiction.



PLANNING DIVISION

Special Update

Town Website

Here is a link to the Planning Division pages on the Town website <https://www.erieco.gov/111/Planning-Division> The Planning provides a variety of accessible resources to the public and our development community to address the Board of Trustees priority to provide Effective Governance. The January updates to the Planning Division webpage include:

- Planning is working with GIS to update the Residential Development Activity map. We anticipate that this will be completed and posted this month. The map can be found using the following link <https://town-of-erie-co-new-site-erieco.hub.arcgis.com/>
- Planning's interactive Development Activity Map is continually being updated with new and revised land use applications that we have in process. The map can be found using the following link <https://town-of-erie-co-new-site-erieco.hub.arcgis.com/> When you click on the project shape on the map it pulls up an information block and all the land use application materials that have been submitted by the applicant. Additionally, projects that have recently been approved and have started construction are left on the page until they are completed.

UDC Amendment Phase 2

Planning staff is working on the Phase 2 edits to the Unified Development Code. The focus of Phase 2 will be Chapters 4 – Dimensional Standards, 6 – Development and Design Standards, 7 – Review and Approval Procedures, 9 – Non-Conformities, 11 - Definitions and a separate, illustrated Development Design Standards document.

PLANNING DIVISION

2021 Comprehensive Plan Amendment

The top priority for the Board of Trustees for 2021 is to begin a major amendment to the Town's Comprehensive Plan. Planning met with the Comprehensive Steering Committee in December to discuss their process expectations to be included in a Request for Proposal (RFP) to select a consultant team to lead the Town through the Amendment process. Since that initial meeting, Planning staff drafted the RFP document and the Steering Committee reviewed and commented on the document at their January 28th meeting. The RFP is scheduled to be reviewed by the Planning Commission at their February 17th meeting and by Board of Trustees at their March 9th meeting.

DOLA Grant

In January 2021, Planning staff drafted an Energy/Mineral Impact Assistance Fund Grant (EIAF) application for work on a Comprehensive Plan Amendment that was approved for submittal to DOLA in February. The Town will be requesting \$200,000 matching funds from the Department of Local Affairs (DOLA). Award letters are sent in May with final contracts typically granted mid-summer.

Comprehensive Plan Map and Zoning Map Amendments

In March, Planning staff will be presenting a simple Comprehensive Plan map amendment to provide an update that reflects the land use changes that have occurred by approved zonings. The map amendment will also include changes to school locations/status and to the airport influence area that was amended with the Airport Master Plan.

Concurrently with the Comprehensive Plan map amendment, Planning staff will also be presenting a Zoning map amendment to reflect the change to the airport influence area.

PLANNING DIVISION

Projects in Support of other Departments & Jurisdictions

Other Town departments and other jurisdictions rely on the participation of Planning staff in their projects. Below is a list of the projects Planning has been involved with in January 2021.

- Administration:
 - Oil/Gas Public Information/Notices
- Economic Development:
 - Marijuana Regulations
- Interdepartmental
 - SOLVE Process Mapping
 - Partners in Energy - PIE
- Parks:
 - Erie Community Park – Final Phase Construction Plans
 - Coal Creek Park – Construction Plans
 - Wireless Communication Facility at Erie Community Park
- Public Works:
 - Colorado Department of Transportation (CDOT) Highway 52 Planning and Environmental Linkages (PEL) Study and Access Control Plan (ACP)
 - Town Drought and Water Supply Shortage Plan
 - Growing Water Smart Workshop Application
 - Town Facilities Master Plan
 - Sustainability Evaluation Process of Existing Code/Master Plans
 - Town Recycling Center improvements

PLANNING DIVISION

Staff Updates

Planning continues to experience a high volume of work in January 2021. Below are Planning staff updates.

- Melinda Helmer, Planning Technician: In January 2021, Melinda was asked to add oil and gas related tasks to her busy schedule. Melinda is currently receiving public requests for information on oil and gas, notices and correspondence from COGCC, and coordinating with our Communications Department to ensure the public is kept abreast of activities in our area.

ENGINEERING DIVISION

Projects

Current Land Use projects under review:

Project Name	Project Description	Planner	Engineer	Project Status
Town Of Erie - Means Rentals RLLP	Residential Lot Split	AG	DP	Referral Review
Parkdale PP No. 2, Flg 3	Residential - 204 lots	AG	CS	Referral Review
Town Of Erie, Lots 1-4, Block 12	Echo Brewing - 7,691 sq.ft. addition	AG	CS	Referral Review
Canyon Creek Filing 7 & 8	Flg 7 - 109 Res Lots/Flg 8 - 88 Paired Homes	CL	CS	Referral Review
Erie Air Park Replat D	5 Light Industrial/Hangar Bldgs - 10.340 acres	CL	CS	Referral Review
Town Of Erie – 730 Briggs Amendment	Mixed Use Building - .43 acres	AG	DP	Referral Review
Coal Creek Center, Lot 11	One Story Retail Shell Building	AG	TB	Approved, Awaiting Fees
Colliers Hill Filing 4G	Residential - Single Family	CL	TB	Referral Review
Parkdale - Masters Addition	Annexation - 15 acres	AG	CS	Waiting on Referral
Erie Commons Filing 4, 4th Amendment	4 Commercial Lots/1 Lot for Residential	CL	TB	Referral Review / DA
Creskide Subdivision, Lot 2	Erie Police Department - Add Parking Spaces	AG	TB	Referral Review
Parkdale North - Dortch	Pre-Annexation	AG		Waiting on Referral
Erie Highlands Preliminary Plat #5	Residential - 124 townhome units	SM-CL	TB	Referral Review
Erie Commons Filing 4, Lot 1, Blk 6	Circle K Store	CL	TB	Referral Review / DA
Canyon Creek Filing 6, Lot 1 (St Luke's)	5,829 Sq.Ft. Building Addition	AG	TB	Referral Review, All Engineering Comments Addressed
Old Town - Main Street Subdivision	Plat 16 Residential Lots	AG	TB	Waiting on Referral
Old Town - Lots 3-5	3 Story Building - Restaurant/Tavern & Coffee Shop/Bakery	SM-AG	TB	Referral Review
Sunset Filing 1	Residential - 249 lots	SM-CL	CS	Referral Review

ENGINEERING DIVISION

Projects (con't.)

Lafferty Farm	Sketch Plan - 127 Residential Lots	SM	CS	Referral Review
Erie Commons Filing 4, 5th Amendment	Final Plat - 151 lots	CL	TB	Referral Review
Lot 1, Vista Ridge Filing 6 - Autowash	Car wash - 3 self serve bays, 3 auto bays, 2 self serve dog wash	CL	CS	Referral Review
Summerfield	Residential - 818 lots, 42 tracts	SM	TB	Referral Review
Francis Minor Plat Amendment - 415 Pierce St	Subdivide 4 lots into 2 lots	SM	TB	Waiting Referral
Baker Property Minor Subdivision	Subdivide property into 4 lots	CL	TB	Referral Review
Vista Ridge Filing 14, Lot 2A	Site Plan - 2,297 sq.ft. Popeye's Louisiana Kitchen	CL	CS	Referral Review
Ranchwood Town Center	Residential Mix of Townhomes and Apartments – 288 Units	SM	CS	Referral Review
Vista Ridge Flg 1A, 2nd Amdt	Residential - 9 Lots	CL	CS	Referral Review
Colliers Hill Filing 6	Residential - 452 Single Family Units	CL	TB	Referral Review
Nine Mile Corner (Lowe's)	Building changes/Utility Line Routing	SM	DP	Referral Review
Nine Mile Corner (Lowe's)	Adjust lot lines	SM	DP	Referral Review
Rex Ranch Filing 3	Residential - 10 lots	CL	WP	Referral Review
Old Town - Erie Junction	Residential - 10 duplex buildings/1 triplex building	CL	TB	Referral Review
Nine Mile Corner Lot 6- Taco Bell	Site Plan - 2,049 sq.ft. Taco Bell Drive-Thru	SM	TB	Referral Review
Colliers Hill Filing 4H	Residential - 160 single family rear loaded lots	CL	TB	Referral Review
Redtail Ranch Prelim Plat	Residential - 546 lots	AG	CS	Referral Review

ENGINEERING DIVISION

Construction Inspector Projects and Status

Project	Status	Inspector	Engineer
Coal Creek Properties	Building Permits Released, Working toward Initial Acceptance	JM	WP
BV PK-8 School	In Initial Acceptance Process	JM	DP
Brennan by the Lake	In Final Acceptance Process	JM	CS
Compass Filing 1	In Final Acceptance Process	JM	CS
Compass Filing 2	In Final Acceptance Process	JM	CS
Compass Filing 3	In Warranty	JM	CS
Compass Filing 4	Building Permits Released for Phase 1	JM	CS
Creekside	In Initial Acceptance Process	JM	CS
Flatiron Meadows Filing 9	In Final Acceptance Process	JM	CS
Flatiron Meadows Filing 10	In Final Acceptance Process	JM	CS
Flatiron Meadows Filing 11	In Warranty	JM	CS
Flatiron Meadows Filing 12	In Warranty	JM	CS
Flatiron Meadows Filing 13	In Warranty	JM	CS
Flatiron Meadows District Roads	In Warranty	JM	CS
111th Waterline Extension	In Warranty	JM	CS
Lost Creek	In Warranty	JM	CS
Nine Mile MS	Utility Construction	JM	DP
Nine Mile MF	Nearing Building Permits	JM	TB
Flatiron Meadows Regional Pond	In Warranty	JM	TB
Flatiron Meadows Regional Drainage Improvements	In Warranty	JM	TB
Rex Ranch Filing 1	In Warranty	JM	WP
Rex Ranch Filing 2	In Initial Acceptance Process	JM	WP
Erie Highlands Filing 4	In Final Acceptance Process	CK	CS
Erie Highlands Filing 5	In Warranty	CK	CS
Erie Highlands Filing 9	In Warranty	CK	CS
Erie Highlands Filing 10	In Warranty	CK	CS
Erie Highlands Filing 11	In Warranty	CK	CS
Erie Highlands Filing 12	In Warranty	CK	CS
Erie Highlands Filing 13	In Warranty	CK	CS
Erie Highlands Filing 14 & 15	Working Toward Building Permits	CK	DP
Erie Highlands Filing 16	Beginning Construction	CK	TB

ENGINEERING DIVISION

Construction Inspector Projects and Status (con't.)

Erie Parkway - Colliers Hill/Erie Highlands	In Warranty	CK	DP
Soaring Heights School	In Initial Acceptance Process	CK	DP
Colliers Hill Filing 2A	In Warranty	CK	CS
Colliers Hill Filing 3A	In Warranty	CK	CS
Colliers Hill Filing 3B	In Warranty	CK	CS
Colliers Hill Filing 3C	In Warranty	CK	CS
Colliers Hill Filing 3D	In Warranty	CK	CS
Colliers Hill Metro District 2	In Warranty	CK	CS
Colliers Hill Filing 4A	In Warranty	CK	CS
Colliers Hill Filing 4B	In Warranty	CK	CS
Colliers Hill Filing 4C	In Warranty	CK	CS
Colliers Hill Filing 4D	Working Toward Building Permits	CK	CS
Colliers Hill Filing 4E	Working Toward Building Permits	CK	CS
Colliers Hill Filing 4F	Working Toward Building Permits	CK	DP
Erie Commons Townhomes	Building Permits Released	CK	CS
SVVSD #28 School	Working Toward Initial Acceptance	CK	DP
Westerly Filing 1	Pre-Con Meeting/ Starting Construction	CK	TB
Morgan Hill Filing 1	In Warranty	DN	CS
Morgan Hill Metro District Improvements	In Warranty	DN	CS
Morgan Hill Filing 2	Under Construction	DN	WP
Right Move Storage	In Warranty	DN	CS
Erie Self Storage	Working Toward Building Permits	DN	DP
Vista Ridge Filing 6, 2nd Amendment	Under Construction	DN	CS
Vista Ridge Filing 14, Lot 12B	Under Construction	DN	CS
Vista Ridge Filing 14, Lot 12 A&D	Under Construction	DN	CS
Weld County Access	In Construction	DN	CS

ENGINEERING DIVISION

Capital Improvement Projects

- Current CI Projects and Status

Project	Status	Project Manager
Traffic Signal Communication Project	Completed IGA with CDOT	TB
Weld County Road 7 and Erie Parkway Signal	Land Acquisition / Design	WP
Coal Creek Reach 1 and Reach 3 Improvements	Design / CLOMR Submitted	WP
Zone 2 Waterline Improvements	Design Proposals Received and Under Review	ZA
Zone 2 Tank Site and Tank Design	Design Proposals Received and Under Review	ZA
Horizontal Directional Drilling Well Project	Permitting / Design	ZA
North Water Reclamation Facility Expansion	Starting Construction	WP
Water Treatment Plant Expansion	Nearing Completion	WP
Hydro-Turbine Project	Under Construction	WP
Austin Ave, Zone 2 Waterline	Finalizing Design	WP
Zone 3 Waterline Extension - Two Phases	Finalizing Design, breaking in to two bid sets	WP
County Line Road Improvements - Telleen to Cheesman	Working on IGA with CDOT	WP
Erie Parkway Bridge over Coal Creek	In Warranty / Reclamation Started	WP/MM
Old Town Connection to Colliers Hill	Planning Community Outreach	DP/BP
IGA with Colliers Hill - WCR 5 Widening/Re-Use Line Ext.	Bids In/ Completing Rvw /Drafting IGA	DP/WP/TB
Sheridan and SH7 ADA Ramp	Survey Complete / Estimate being Drafted	DP/WP
Town Center Roundabouts - Design and Construction	Preparing RFP for Final Design	ZA
Erie Commons Irrigation Pond Repairs	Investigating Repair Options	ZA

ENGINEERING DIVISION

Special Update

Projects in Support of other Departments

- Schofield Farms – Parks and Recreation – DP
- Erie Community Park – Parks and Recreation – DP
- Coal Creek Park – Parks and Recreation - WP
- Budget – Finance – DP/WP
- Boulder and Weld County Hazard Mitigation Plans – WP
- Town Water Efficiency Plan – Public Works – DP
- Town Facilities Master Plan – Public Works – DP
- Electric Vehicle Charging Station – DP
- Erie Parkway Bridge Reclamation – Parks and Recreation – WP/MH
- Street Light Acquisition – Public Works – DP/JA
- Streetscan Pavement Evaluation and Restoration – Public Works – DP
- Erie Gateway – Economic Development – WP

Interdepartmental Projects

- SOLVE Process Mapping – Implementation, Continued Evaluation, and Training
- Asset Management Evaluation
- EnerGov Integration – Public Improvement Permits and Right-of-Way Improvements
- 2020 UDC Amendments
- 2021 Comprehensive Plan, Plan Map, and Zoning Map Amendments
- 2021 Town of Erie Standards and Specifications for Design and Construction Updates

ENGINEERING DIVISION

Intergovernmental Coordination

- SH7 & 119th Intersection Improvements – Lafayette/CDOT – CS
- 111th and Arapahoe Road Intersection Improvements – Lafayette - DP
- US287 Bus Rapid Transit Feasibility Study – Boulder County – DP
- SH7 Preliminary Corridor Design – CDOT - CS/TF
- County Line Road Master Plan (North of Cheesman) – Boulder County - CS
- SH52 PEL – CDOT – DP
- US287 and Isabelle – Boulder County/CDOT – WP
- SW Weld County and Boulder County Subregional DRCOG Forums – DP

ENGINEERING DIVISION

Staff Updates

2021 has kicked off, and Engineering has continued to experience a high volume of work. The Engineering Department continues to operate exceptionally well. Below I have outlined some updates and some much deserved recognition for the Engineering team:

Updates:

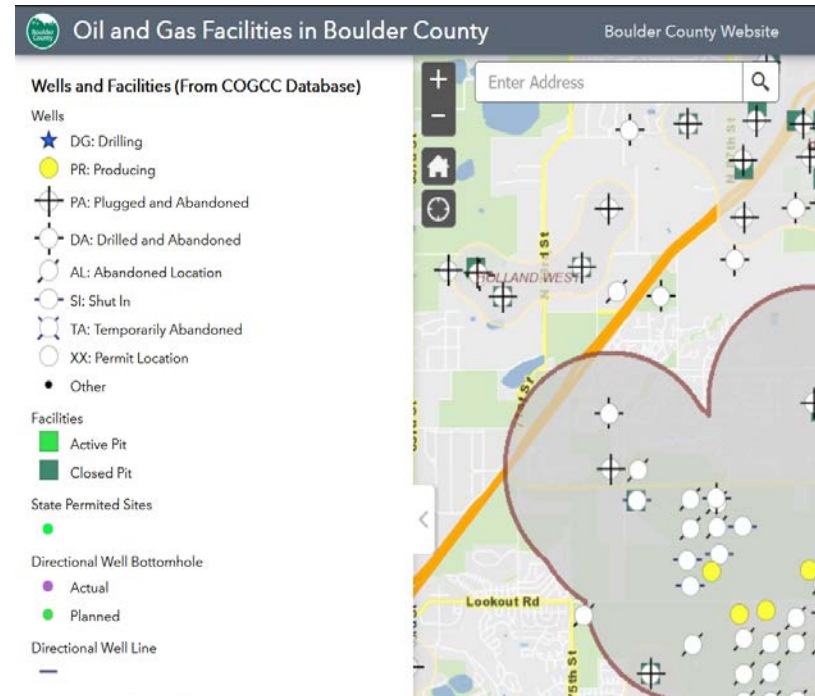
- Traffic Engineer posted and hiring process started.
- Chad Schroeder – Chad has continued to help coordinate between CDOT and Parkdale to begin construction. He has also been diligently working with the Parkdale Development on their next phases!
- Wendi Palmer – Wendi has begun coordinating with CDOT on the IGA for our County Line Road Project as part of Safer Main Streets.
- Tyler Burhenn – Tyler has coordinated with CDOT to complete the IGA for the Traffic Signal Communication Project. He has begun to move that project forward!
- Misty Hall – Misty has been working on getting the Annual Report out for our MS4 Permit, and she has also been working on the education and outreach program for MS4.
- Zachary Ahinga – Zachary is our newest addition to the team, and his workload continues to grow with his excellent quality of work. He has received the proposals for the Zone 2 Water Line and Tank projects will be moving that project forward. Additionally, he has taken on the Town Center Roundabouts project and will be working on posting for proposals to bring both of those to Final Design level. From there, he will move forward with taking the north roundabout out to bid for construction.
- Jesse Ascunce and Daniel Borrastero– Jesse and Daniel continue to help people all over Town! They have been working with several staff members to create new GIS layers including the Historic landmarks layer and Erie land ownership layer. Jesse has also been diligently working with Fred to establish a formal Addressing Policy for the Town.
- Jason Mraz, Corey Kuehner, and Dave Noell – This team is a real pleasure to work with. They handle the growing development throughout Town very well and with exceptional customer service. They are always willing to help.

GEOGRAPHIC INFORMATION SYSTEMS DIVISION

GIS Projects

1. Oil & Gas Public App

- Our GIS Technician has been preparing an oil and gas app that is specific to Erie which will pull data straight from COGCC's open data. This app will be modeled after one created by Boulder County. See example below:



GEOGRAPHIC INFORMATION SYSTEMS DIVISION

2. Historic Preservation Advisory Board

- Our GIS technician has also been working on a story map to showcase Erie's history. It includes a guided walking tour of historic landmarks in Erie. Click on the screen shot below to redirect to the app:



3. CDOT HUTF Submission

- HUTF has been completed and officially submitted. We added approximately 2.5 additional miles of eligible roadway for HUTF this year.

4. Addressing for tenant spaces

- GIS will be working with the building department to establish procedures to pre-assign tenant unit numbers so after a lot has been given an address and tenants begin to come online, building will have those numbers ready to go.

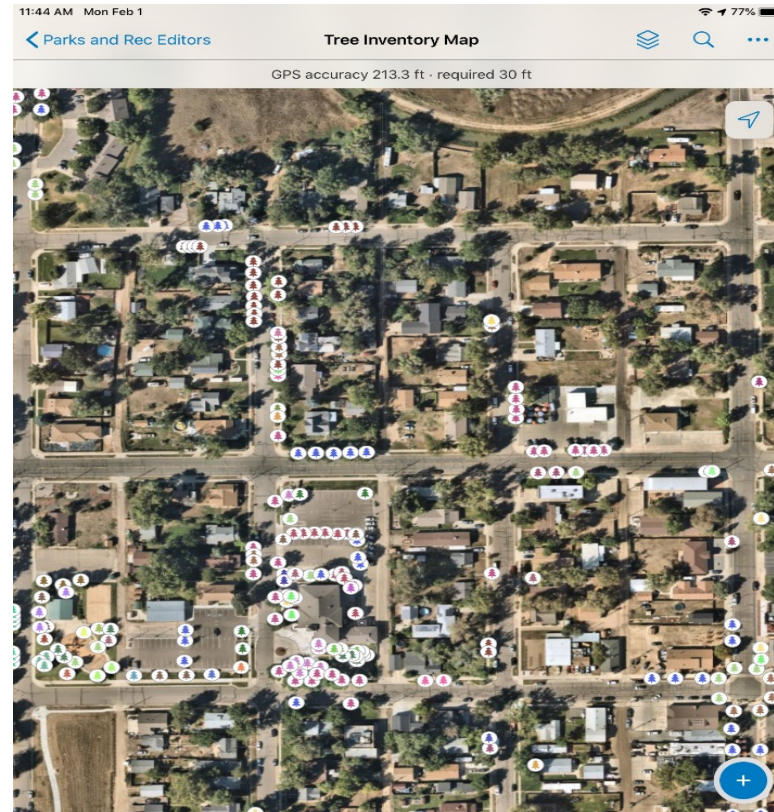
GEOGRAPHIC INFORMATION SYSTEMS DIVISION

5. BAS

- BAS will be kicking off soon. We need submit updated boundaries and annexation information to the federal government by the beginning of March.

6. Tree Inventory

- GIS has been working on building a scalable data archiving process for completing periodic tree inventories. Our town foresters have had a functioning app for the last inventory which began in 2018. However a new data structure and process was required so that the previous year's inventory data could be archived and related back to the original treeID if necessary. Daniel designed the new look and feel of the app for data collection and it is now live.



GEOGRAPHIC INFORMATION SYSTEMS DIVISION

7. Single Track 3D Map for Trailhead

- Work for this map is coming to a close. Parks will use the final trail map design, and have a printing company create the signage for the trailhead at Sunset East. This project has allowed Jesse time to explore new mapping tools in ArcPro, as well as test out the new hardware environment which will support ArcPro for our next reserved desktops beginning in April 2021.



GEOGRAPHIC INFORMATION SYSTEMS DIVISION

People

- Time to thank Daniel! As you can tell, he has been pivotal in carrying out the latest web needs that have been requested. He has become even more proficient in creating maps and apps in web format which has been extremely helpful. In addition, with all of his hard work last year to improve our annual maps processes, he has shaved hours, and possibly days off of the creation of our annual maps this year. In particular, He has improved the creation of the Street Guide map, which became a bit more challenging to maintain after our server upgrade. Great work last month Daniel!

BUILDING DIVISION

Commercial Project Permit Applications in Review Queue:

January 2021

- 2800 Arapahoe – Nine Mile Apartments
- 3332 Arapahoe – Automotive Repair Shop Tenant Improvement
- 3334 Arapahoe – 7/11 Convenience Store Tenant Improvement
- 2831 Bonanza – Self-Storage Facility
- 730 Briggs – Mixed Use Core/Shell Building
- Erie Parkway/Briggs – Circle K Gas Station & Convenience Store
- 680 Mitchell – Mixed Use Core/Shell Building
- 680 Mitchell – Starbucks Tenant Improvement
- 2100 Village Vista – Liquor Store
- 2120 Village Vista – Mixed Use Core/Shell Building

-
- 215 Total Building Permits Issued
 - 24 Certificate of Occupancy (CO)
 - 0 Temporary Certificate of Occupancy (TCO)

BUILDING DIVISION

Special Update

The month of December 2020 saw a large volume of single family dwelling (SFD) building permit applications (58) received by the Building Division typically seen at the end of each calendar year to avoid possible new year building permit fee increases. Small residential projects continue to be eligible for our weekly “rapid review” by appointment only.

Projects in support of other Town Departments

Old Town Restaurant Outdoor Dining Structures (Tents)

Building Division staff

The Building Division inspection staff of Richard Budnick (Inspector III) and James Jaramillo (Inspector II) continue to conduct virtual (Zoom) inspections of permitted work being performed within occupied dwelling units for the health safety of our inspection staff and Town residents during the ongoing public health pandemic. The inspectors have demonstrated and proven outstanding external customer service by this “alternative” inspection method.

BUILDING DIVISION

New Month by Month

					Quantity of Apartment dwelling units	
2021	SFD	Duplex	Town House	Commercial Apartment Buildings		Commercial
Jan	38	14	-	-	-	1
Feb	-	-	-	-	-	-
Mar	-	-	-	-	-	-
Apr	-	-	-	-	-	-
May	-	-	-	-	-	-
June	-	-	-	-	-	-
Jul	-	-	-	-	-	-
Aug	-	-	-	-	-	-
Sep	-	-	-	-	-	-
Oct	-	-	-	-	-	-
Nov	-	-	-	-	-	-
Dec	-	-	-	-	-	-
Total	38	14	-	-	-	1

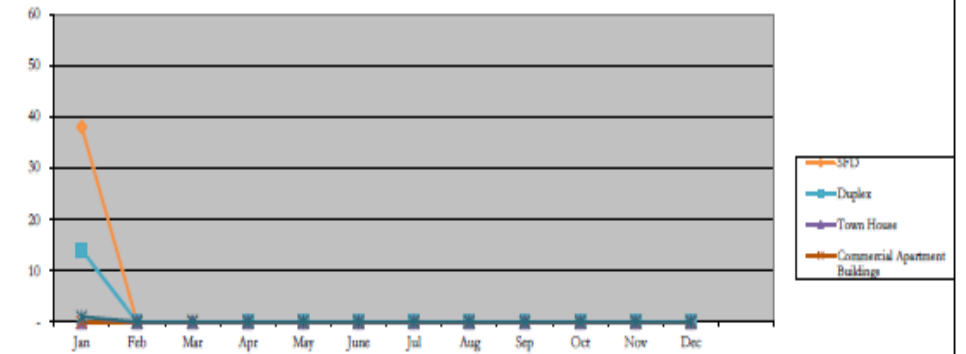
Other Permits

	Residential	Commercial
Jan	152	10
Feb	-	-
Mar	-	-
Apr	-	-
May	-	-
Jun	-	-
Jul	-	-
Aug	-	-
Sep	-	-
Oct	-	-
Nov	-	-
Dec	-	-
Total	152	10

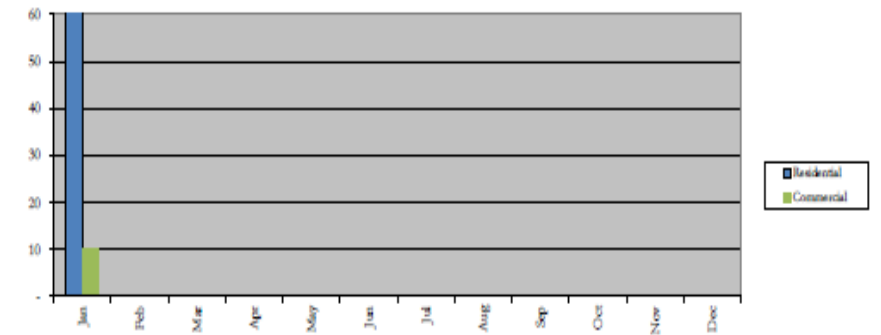
Total

All Permit Types
215
-
-
-
-
-
-
-
-
-
-
-
-
-
190

2021 SFD, Duplex, Townhouse, Apartments & Commercial Permits for New Construction

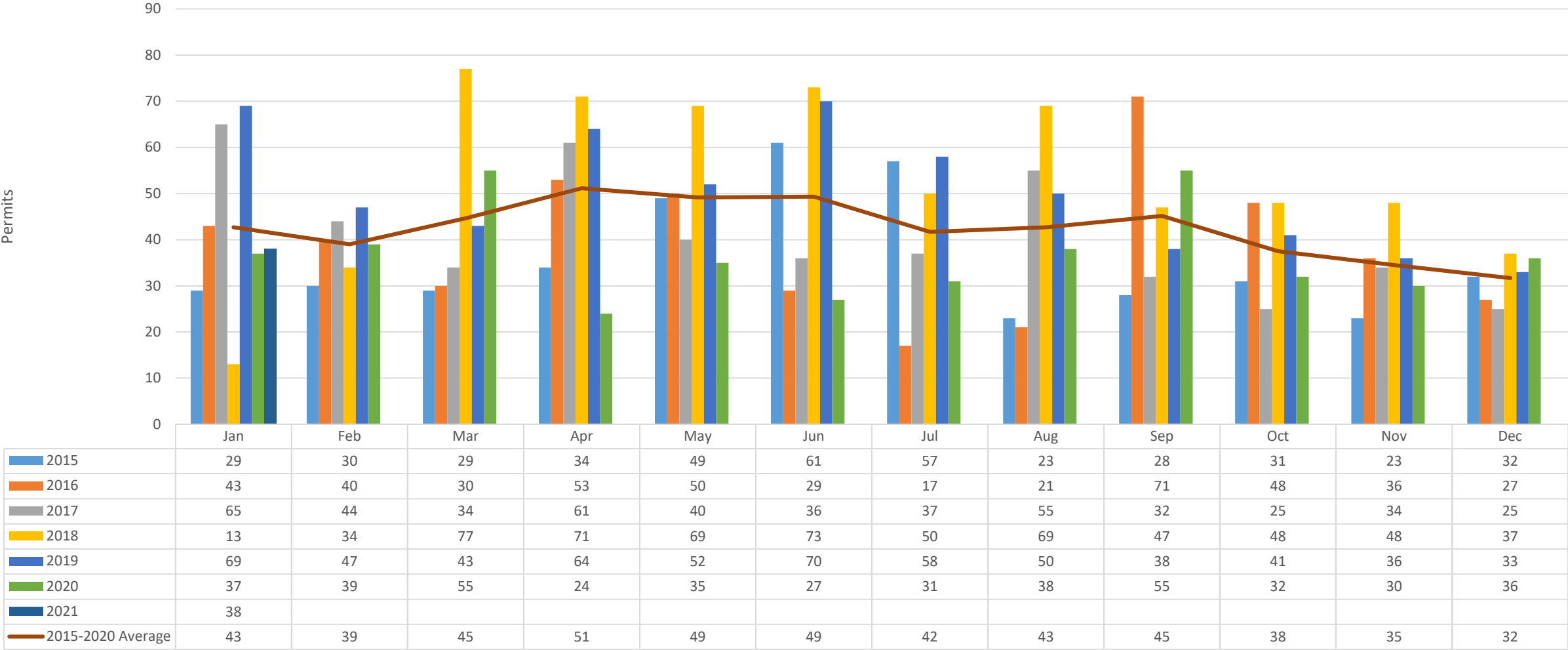


2021 Total All Permits



BUILDING DIVISION

SFR permits by Month



2015 2016 2017 2018 2019 2020 2021 2015-2020 Average