

April 2021 Planning & Development Monthly Report

Planning
Engineering
GIS
Building

PLANNING DIVISION

Projects

Land Use Applications

In March 2021, Planning had a total of 61 land use applications in process; below is the breakdown of applications by type. In March 2021, 5 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>

Number of Land Use Applications in Process



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 owner or developer should apply for. In March 2021, the Planning staff held 11 Pre-application meetings for the following projects/properties:

1. Coal Creek Center – Office Building for Summit Vision Center
2. Erie Town Center/Four Corners – Residential
3. Erie Town Center/Four Corners – Commercial Incubation Center
4. Old Town - 554 & 544 Briggs Street Rose Café Expansion
5. Erie Town Center/Erie Commons – Premier Members Credit Union
6. Old Town – 270 Holbrook Street Redevelopment
7. Old Town – 342 Main Street Redevelopment
8. 1018 Hwy 52 – Annexation
9. Canyon Creek – Velodrome Redevelopment
10. Vista Ridge – 3021 Village Vista Drive Church
11. Sunwest North Lot A1A - Residential

PLANNING DIVISION

Administrative Approval of Site Plans

The majority of Site Plan applications that are submitted to the Town are reviewed and approved Administratively. In March 2021, the Planning & Development Director approved 2 Site Plan Amendments. 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>

1. Nine Mile Corner - Revision to the approved Lowe's Site Plan to add a tool rental area to the structure.
2. Old Town 145 Wells Street – Revision of the approved Site Plan at Rachel's Hair Salon to convert the residential portion of the building into a bicycle repair shop.

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 March 2021, Planning received 1 outside referral for review and comment from Boulder County.

PLANNING DIVISION

Special Updates

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 March updates to the Planning Division webpage include:

- Planning has updated our Development User Guide & Fee tab and our Standard Forms & Templates tab to update our Annexation Users Guide and add standard forms for declaring and dedicating nontributary and not-nontributary groundwater.
- 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. A Request for Proposal (RFP) to hire an outside consulting group to lead the Town through the Comprehensive Plan process was drafted and reviewed by the Planning Commission at their February 17th meeting and by Board of Trustees at their March 9th meeting. The RFP was issued on the Rocky Mountain E-Purchasing website on March 12th. The proposal submittal deadline is April 22nd with interviews of finalists scheduled for May 18th.

DOLA Grant

The Energy/Mineral Impact Assistance Fund Grant (EIAF) application for work on the Comprehensive Plan was submitted in February. Town staff had an interview with the DOLA regional manager in March. 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.

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 March 2021.

Administration:

- Oil/Gas Public Information/Notices

- Boulder Valley School District IGA – 10 year renewal

- St. Vrain Valley School District IGA – 10 year renewal

Economic Development:

- Marijuana Regulations

Interdepartmental

- SOLVE Process Mapping

- Partners in Energy - PIE

Parks:

- 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

- 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 March 2021. Below are Planning staff updates.

- Senior Planners Chris LaRue, Audem Gonzales and Shannon Moeller: The Senior Planners fielded a high number of pre-applications in March. The Planning Division received 11 pre-applications that require a quick review and turn-around on top of the heavy workload of 61 land use applications already in process. Great work by our Senior Planners.

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	Ready for BOT
Canyon Creek Filing 7 & 8 - PP	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
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
Creekside Subdivision, Lot 2	Erie Police Department - Add Parking Spaces	AG	TB	All Comments Addressed
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
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
Lafferty Farm	Preliminary Plat - 127 Residential Lots	SM	CS	Referral Review

ENGINEERING DIVISION

Projects (con't.)

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	PP 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	CL	TB	Referral Review
Vista Ridge Filing 14, Lot 2A	Site Plan - 2,297 sq.ft. Popeye's Louisiana Kitchen	CL	CS	Ready for BOT
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
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
Colliers Hill Filing 4I	Final Plat/Site Plan – 333 Multi-Family Units	CL	TB	Waiting Referral
Erie Village Filing 5	Minor Subdivision/ Site Plans – Mixed use development, 38 Townhomes, 32 Single Family Residential, 30,000 sq. ft office/retail	CL	TB	Waiting Referral

ENGINEERING DIVISION

Construction Inspector Projects and Status

Project	Status	Inspector	Engineer
Coal Creek Properties	Initial Acceptance Granted	JM	WP
BV PK-8 School	In Initial Acceptance Process	JM	DP
Brennan by the Lake	In Final Acceptance Process	JM	CS
Compass Filing 3	In Warranty	JM	CS
Compass Filing 4	In Initial Acceptance Process	JM	CS
Creekside	In Initial 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 Final Acceptance Process	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	Building Permits Released for FF	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 Warranty	JM	WP
Parkdale	Under Construction	JM	CS
Wild Rose	Permits Released	JM	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	Building Permits Released for Phase 1-3	CK	DP
Erie Highlands Filing 16	Under Construction	CK	TB
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

ENGINEERING DIVISION

Construction Inspector Projects and Status (con't.)

Colliers Hill Filing 3A	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	Released Building Permits	CK	CS
Colliers Hill Filing 4F	Released Building Permits	CK	DP
Colliers Hill 4G	Starting Construction	CK	TB
Colliers Hill 5	Under Construction	CK	DP
Erie Commons Townhomes	Building Permits for Phase 1 &2	CK	CS
SVVSD #28 School	Working Toward Initial Acceptance	CK	DP
Westerly Filing 1	Starting Construction	CK	TB
Morgan Hill Filing 1	In Warranty	CK	CS
Morgan Hill Metro District Improvements	In Warranty	CK	CS
Morgan Hill Filing 2	Starting Construction	CK	WP
Right Move Storage	In Warranty	JM	CS
Erie Self Storage	Building Permits Released	JM	DP
Vista Ridge Filing 6, 2nd Amendment	Under Construction	JM	CS
Vista Ridge Filing 14, Lot 12B	Under Construction	JM	CS
Vista Ridge Filing 14, Lot 12 A&D	Under Construction	JM	CS
Weld County Access	In Construction	JM	CS

ENGINEERING DIVISION

Capital Improvement Projects

- Current CI Projects and Status

Project	Status	Project Manager
Traffic Signal Communication Project	Consultant Selected	TB
Weld County Road 7 and Erie Parkway Signal	Land Acquisition / Design	WP
Coal Creek Reach 1 and Reach 3 Improvements	Design / CLOMR / Levee Coordination	WP
Zone 2 Waterline Improvements	In Preliminary Design	ZA
Zone 2 Tank Site and Tank Design	In Preliminary Design	ZA
Horizontal Directional Drilling Well Project	CMAR Amendment taken to BOT	ZA
North Water Reclamation Facility Expansion	Under Construction	WP
Water Treatment Plant Expansion	Nearing Completion	WP
Hydro-Turbine Project	Under Construction	WP
Austin Ave, Zone 2 Waterline	Finalizing Design / Preparing for Bidding	WP
Zone 3 Waterline Extension - Two Phases	Phase 1 - Contractor Selected / Phase 2 - Finalizing Design	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/WP
IGA with Colliers Hill - WCR 5 Widening/Re-Use Line Ext.	Completing Review / Reviewing IGA/ Re-Use Line Construction Started	DP/WP
Sheridan and SH7 ADA Ramp	Contract Signed / Design Underway	DP/WP
Town Center Roundabouts - Design and Construction	Kickoff Meeting Scheduled	ZA
Erie Commons Irrigation Pond Repairs	Construction Complete	ZA
Re-Use Waterline Extension to Erie Community Park	Awaiting Scope a Fee to begin design	WP

ENGINEERING DIVISION

Special Updates

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
- 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
- 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
 - 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

The Engineering Department continues to operate exceptionally well. Below I have outlined some updates and some much deserved recognition for the Engineering team:

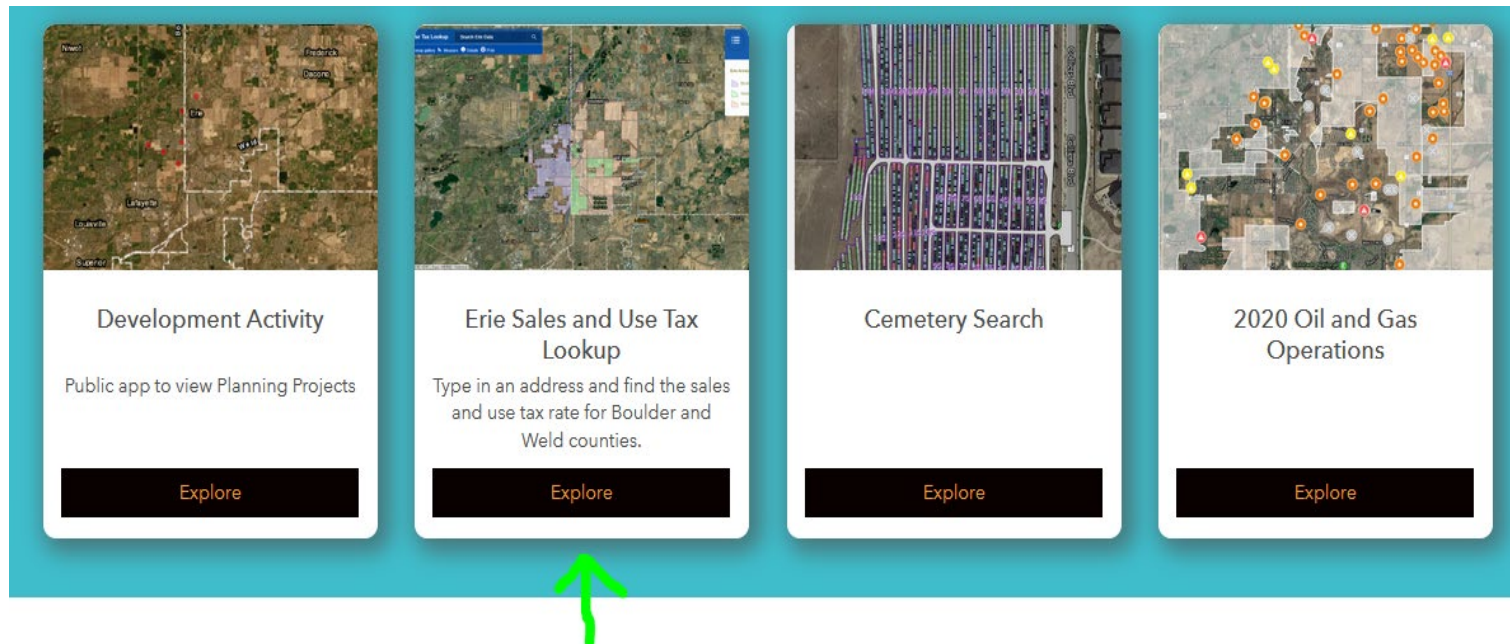
- Updates:
 - Traffic Engineer – Offer accepted by Kevin Spencer. Start date of April 19th. We are excited to have Kevin on the Team!
 - Made an offer for Construction Inspector I position with the Town.
- Chad Schroeder – Chad has successfully kicked off the Parkdale Project and is working to get the agreements with CDOT finalized. Chad did an excellent job of finding qualified candidates for our open construction inspector position!
- Tyler Burhenn – Tyler has worked with other Town Staff and CDOT to make a selection for the Signal Communications project! We are excited to begin design.
- Jason Mraz and Corey Kuehner – Jason and Corey have been doing an outstanding job managing an increased work load with Dave Noell having retired until we can bring a new inspector on to the team. They continue to be outstanding people and the hardest of workers!

GEOGRAPHIC INFORMATION SYSTEMS DIVISION

GIS Projects

- **Sales and Use Tax Lookup App**

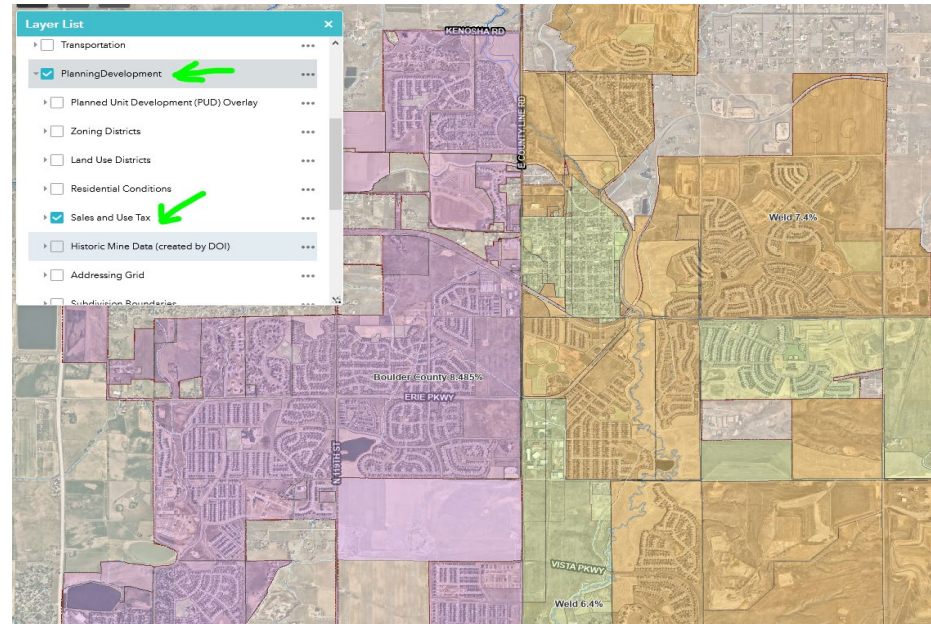
At the request of finance, an app was created for the public site to allow residents and business owners to search their address and find their sales and use tax rate for their particular area. That app has been created and is posted on the public maps and apps page.



Direct Link: <https://town-of-erie-co-new-site-erieco.hub.arcgis.com/app/7c48a2fa3831474a859038ba0fc4c67a>

GEOGRAPHIC INFORMATION SYSTEMS DIVISION

- This layer has also been added to Erie Viewer so that we staff may use it internally as well. It is located in the Planning Development layer group and is called “Sales and Use Tax.”



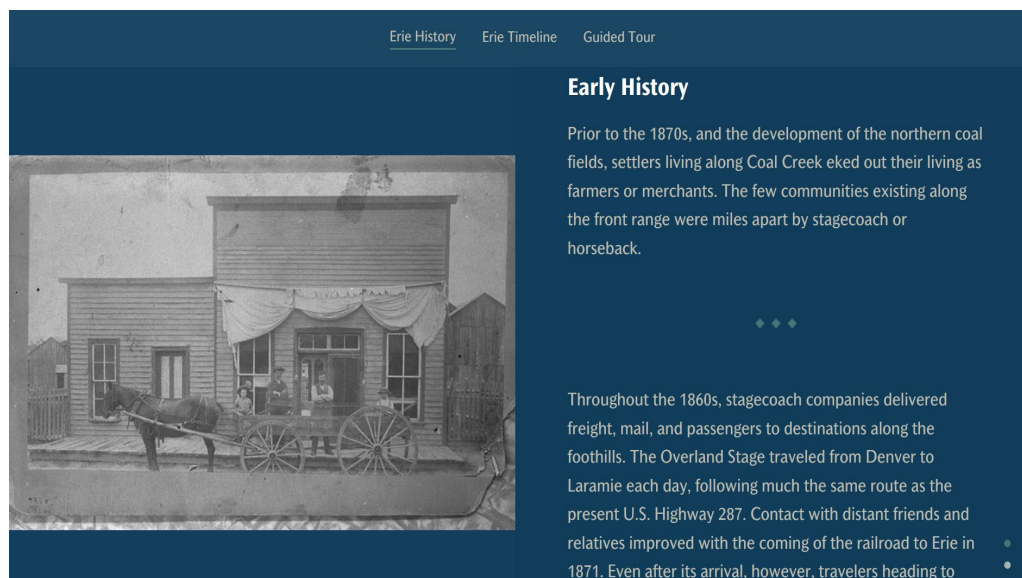
- **Oil & Gas Public App Update**
 - After discussing the O&G App (Similar to Boulder County O&G app) that we had recreated for Erie with our marketing team, it was determined that a more user friendly view of O&G in Erie would be best. Links to the COGCC site provided much information but it wasn't as easy to understand for a typical resident. The google map that Amber has been maintaining will be the “go to” map for now but GIS will be happy to help with any necessary improvements.

GEOGRAPHIC INFORMATION SYSTEMS DIVISION

- **Historic Preservation Advisory Board**

- Daniel has a few changes to make to the historic preservation App at their request however this app is almost complete. We have been given the due date of the Erie Town Fair to finish all changes so that the QR code can be made available at that point. This has not been launched to the public yet. HPAB seemed pleased with Daniel's work on this.

Direct Link: <https://storymaps.arcgis.com/stories/d8aac9e1d2114430a03061c75540fdb2>



GEOGRAPHIC INFORMATION SYSTEMS DIVISION

- **Digital Asbuilt Submittals**

- Project acceptances are picking up and have provided us with much asbuilt data to get into GIS. The last two completed were *Colliers Hill Filing 4E* and *Erie Business Park and Storage*.

- **Addressing for tenant spaces**

- Guidelines for requesting addressing plans for commercial tenant spaces as well as residential tenant spaces has been drafted. GIS will be working with the planning department to include new checklist items for applicants during final plat review. This will include requesting a tenant spaces map from the applicant to layout all building addresses, building numbers, and unit numbers for all tenant spaces.

This is still a work in progress but I plan to have this out to Planning by early next week. I would like to incorporate some recent examples to include as appendices for applicants to model their addressing submissions for commercial and residential tenant spaces.

GEOGRAPHIC INFORMATION SYSTEMS DIVISION

People

Daniel has been picking up the pace on our digital submittals that have been coming in. He has been reviewing data in a timely manner and asking terrific questions before sending his comments out to developers. This has been extremely helpful to have 2 of us completing these, especially at a time when we are expecting quite a bit to come in.

BUILDING DIVISION

Commercial Project Permit Applications in Review Queue:

- 2910 Arapahoe – Lowe's
- 722 Austin – St. Luke's Church Addition & Interior Renovation
- 89 S. Briggs – Foxtail Vet Tenant Improvement
- 730 Briggs – Mixed Use Core/Shell Building
- Erie Parkway/Briggs – Circle K Gas Station & Convenience Store
- 1891 Hwy 7 – King Soopers Interior Renovation
- 2149 Hwy 7 – Popeye's Restaurant
- 700 Lloyd – O'Reilly's Auto Parts
- 680 Mitchell – Mixed Use Core/Shell Building
- 680 Mitchell – Starbucks Tenant Improvement
- 105 Wells – Erie Wellness Tenant Improvement

237 Total Building Permits Issued

41 Certificate of Occupancy (CO)

1 Temporary Certificate of Occupancy (TCO)

BUILDING DIVISION

Special Update

Building Division staff will be reviewing the newly published 2021 editions of the International Codes, including the Energy Conservation Code, over the next several months and solicit input from home builders, contractors, the general public, etc. to generate applicable local amendments for adoption of the codes in early 2022. Such adoption will bring the Town of Erie under the most current I-Code editions.

Projects in support of other Town Departments

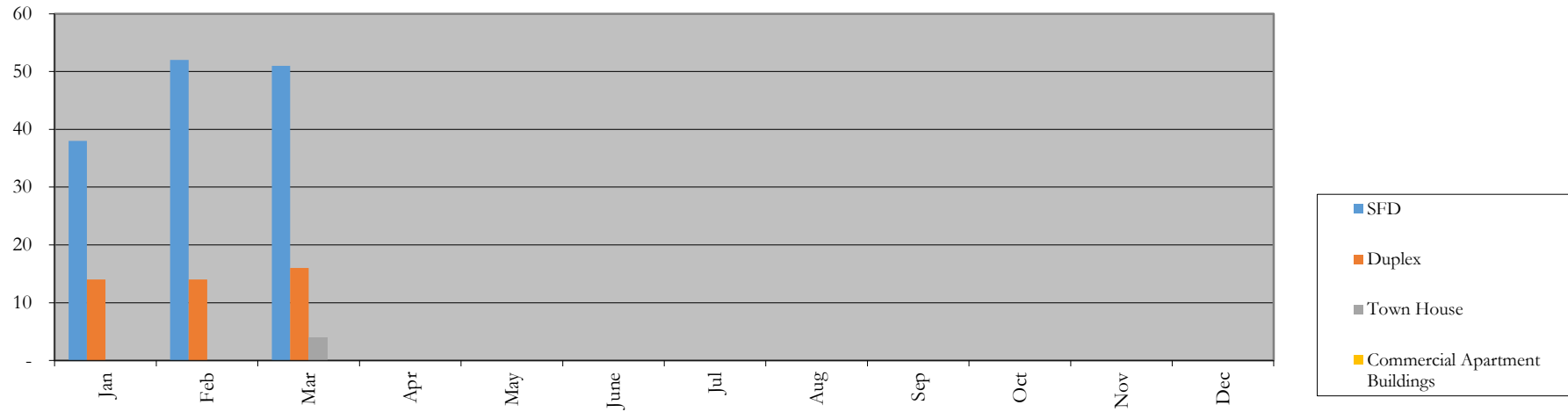
450 Powers – Parks Restroom Renovation project

Building Division staff

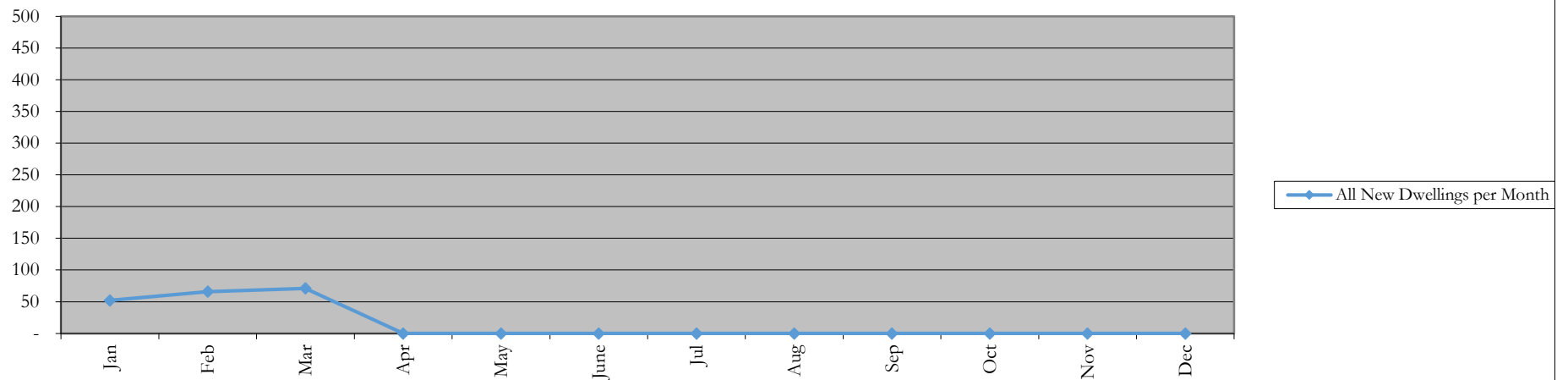
As the monthly report indicates, building permits and inspections continue to increase during the first quarter of 2021. Given the increase in permit activity the Building Division plan review staff of Andy Ulmer (Deputy Chief Building Official/Commercial Plans Examiner), Marcie Weatherly (Inspector/Residential Plans Examiner) and Jody Miller (Building & Planning Specialist) continue to meet the Division's designated plan review turn-around times that are comparable with most Front Range municipalities. The Building Division plan review staff continues to provide "rapid review" for qualifying residential projects every Wednesday morning.

BUILDING DIVISION

2021 Total New Dwelling Units



2021 Total New Dwelling Units



BUILDING DIVISION

Town of Erie										
Single Family New Construction Building Permit Trends										
	2015	2016	2017	2018	2019	2020	2021	2015-2020 Average	2021 vs Avg by Month	2021 as Percent of Average
Jan	29	43	65	13	69	37	38	43	-5	89%
Feb	30	40	44	34	47	39	52	39	13	133%
Mar	29	30	34	77	43	55	51	46	5	112%
Apr	34	53	61	71	64	24		51		
May	49	50	40	69	52	35		49		
Jun	61	29	36	73	70	27		49		
Jul	57	17	37	50	58	31		42		
Aug	23	21	55	69	50	38		43		
Sep	28	71	32	47	38	55		45		
Oct	31	48	25	48	41	32		38		
Nov	23	36	34	48	36	30		35		
Dec	32	27	25	37	33	36		32		
	426	465	488	636	601	439	141	509	-368	28%

BUILDING DIVISION

SF New Construction Permit Trends

