

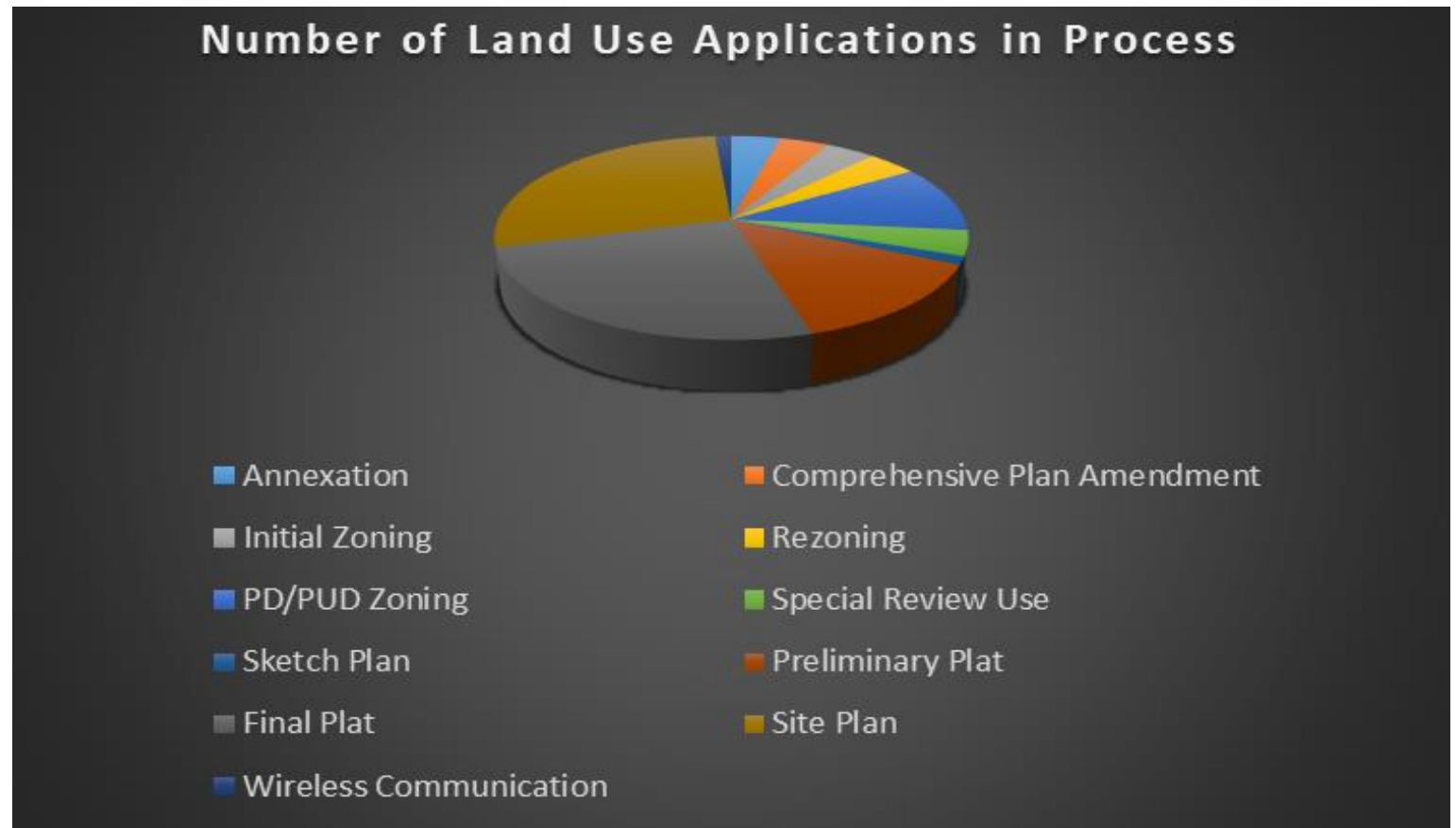
June 2021 Planning & Development Monthly Report

Planning
Engineering
GIS
Building

PLANNING DIVISION

Land Use Applications

In May 2021, Planning had a total of 75 land use applications in process; below is the breakdown of applications by type. In May 2021, 8 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 May 2021, the Planning staff held 1 Pre-application meetings for the following projects/properties:

Baxter Farm Tract D & E – Conversion of 2 tracks to residential lots

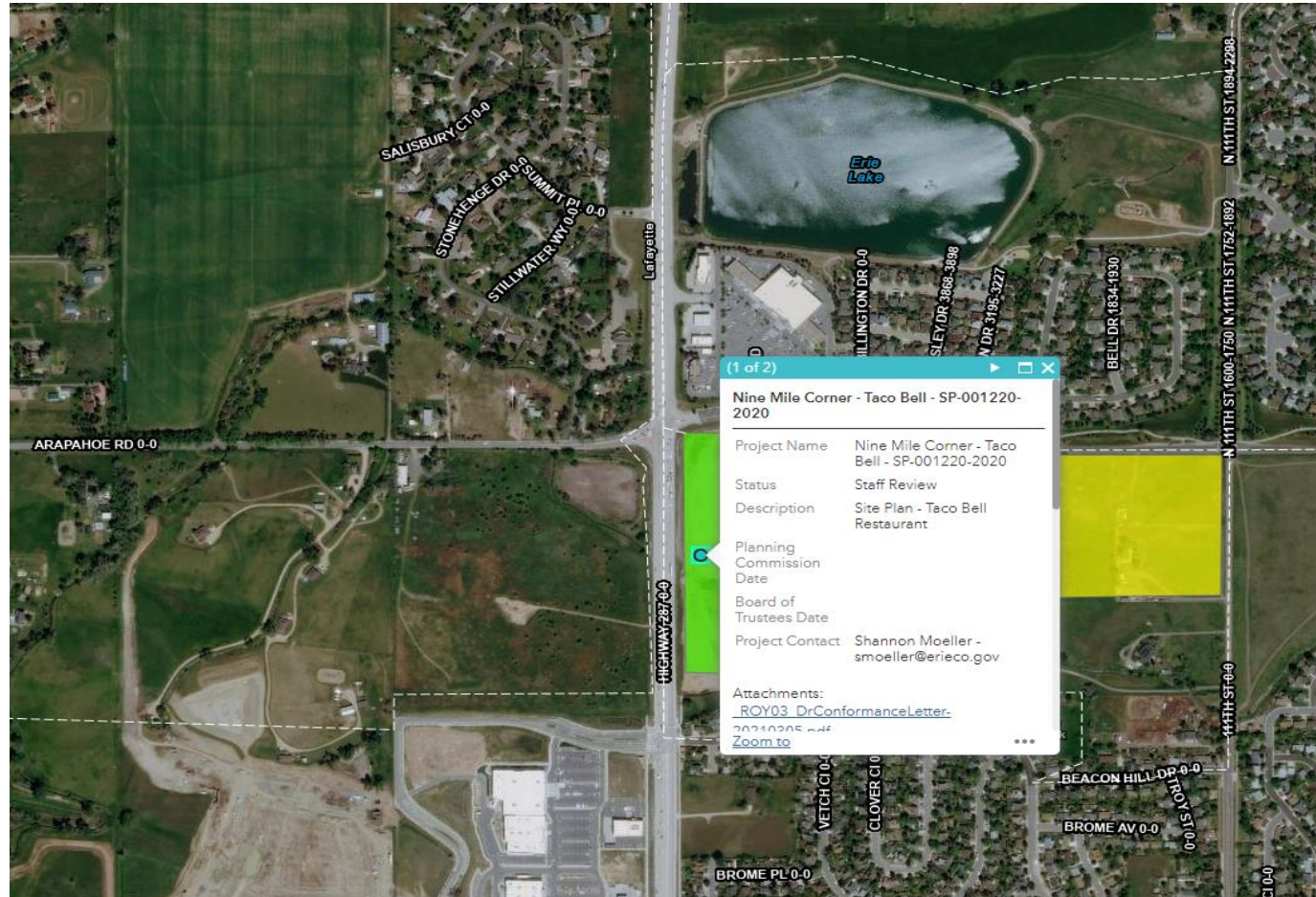
Administrative Approval of Site Plans

The majority of Site Plan applications that are submitted to the Town are reviewed and approved Administratively. In May 2021, the Planning & Development Director approved 1 Administrative Site Plan. 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

Administrative Approval of Site Plans (cont..)

1. Taco Bell in the Nine Mile development at the southeast corner of Highway 287 and Arapahoe Road.



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 May updates to the Planning Division webpage include:

- 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 issued on the Rocky Mountain E-Purchasing website on March 12th. The proposal submittal deadline was April 22nd; the Town received 5 proposals. Ten members of the Technical Advisory Committee (TAC) reviewed and ranked the proposals. The top 3 consulting groups made a presentation May 18th to the TAC, Planning Commission and Board of Trustees. The ratings were tallied and the top scoring consulting group was Houseal Lavigne. The consulting contract with the Town is currently scheduled for the June 22nd Board of Trustees agenda.

DOLA Grant

In April 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 requested \$200,000 matching funds from the Department of Local Affairs (DOLA). On May 11th, the Town was issued an award letter for \$100,000 from DOLA. The contract for the award will need to be executed before the Town can begin work on the Comprehensive Plan update. DOLA has indicated the award letter is typically executed 60+ days after the award letter.

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 May 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 Application
 - Town Facilities Master Plan
 - Sustainability Evaluation Process of Existing Code/Master Plans
 - Town Recycling Center improvements

ENGINEERING DIVISION

Projects

Current Land Use projects under review:

Project Name	Project Description	Planner	Engineer	Project Status
Parkdale PP No. 2, Flg 3	Residential - 204 lots	AG	CS	Scheduled for BOT
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	Scheduled for BOT
Erie Air Park Replat D	5 Light Industrial/Hangar Bldgs. - 10.340 acres	CL	CS	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	Referral Review
Erie Commons Filing 4, 4th Amendment	4 Commercial Lots/1 Lot for Residential	CL	TB	Accepted
Erie Highlands Preliminary Plat #5	Residential - 124 townhome units	SM-CL	TB	Scheduled for BOT
Erie Commons Filing 4, Lot 1, Blk 6	Circle K Store	CL	TB	Ready for Acceptance
Canyon Creek Filing 6, Lot 1 (St Luke's)	5,829 Sq.Ft. Building Addition	AG	TB	Accepted
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
Erie Commons Filing 4, 5th Amendment	Final Plat - 151 lots	CL	TB	Accepted
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

ENGINEERING DIVISION

Projects (con't.)

Baker Property Minor Subdivision	Subdivide property	CL	TB	Waiting Referral
Vista Ridge Filing 14, Lot 2A	Site Plan - 2,297 sq.ft. Popeye's Louisiana Kitchen	CL	CS	Ready for Acceptance
Ranchwood Town Center	Residential Mix of Townhomes and Apartments – 288 Units	SM	CS	Referral Review
Vista Ridge Flg 1A, 2nd Amdt – Grease Monkey	Residential - 9 Lots	CL	CS	Referral Review
Colliers Hill Filing 6 – Preliminary Plat	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	Accepted
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	Referral Review
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	Referral Review
300 Briggs	Site Plan	AG	TB	Completeness Review
Westerly Preliminary Plat 2	Zone 4 water Development Area	SM	TB	Referral Review
Spring Hill Preliminary Plat	Residential Development	AG	CS	Referral Review
Parkdale Northern Properties	Annexation	AG	CS	Referral Review
Westerly Filing 2 Final Plat	Filing 2 Residential	SM	TB	Referral Review
Nine Mile Corner – Lot 3	King Soopers	SM	TB	Referral Review
Nine Mile Corner – Lot 7	UC Health	SM	TB	Referral Review
Erie Commons – PMCU	SP – Credit Union	CL	TB	Referral Review

ENGINEERING DIVISION

Construction Inspector Projects and Status

Project	Status	Inspector	Engineer
Coal Creek Properties	In Warranty	JM	WP
BV PK-8 School	In Initial Acceptance Process	JM	DP
Brennan by the Lake	Final Accepted	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 Final Acceptance Process	JM	CS
Nine Mile MS	Utility / Roadway 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	In Initial Acceptance Process	JM	CS
Old Town - 730 Briggs	Under Construction	JM	DP
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 Final Acceptance Process	CK	CS
Erie Highlands Filing 13	In Final Acceptance Process	CK	CS

ENGINEERING DIVISION

Construction Inspector Projects and Status (con't.)

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	Beginning Final Acceptance Process	CK	DP
Soaring Heights School	In Initial Acceptance Process	CK	DP
Colliers Hill Filing 2A	In Warranty	CK	CS
Colliers Hill Filing 3A	In Final Acceptance Process	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	Under Construction	CK	CS
Colliers Hill Filing 4E	In Warranty	CK	CS
Colliers Hill Filing 4F	In Warranty	CK	DP
Colliers Hill 4G	Under 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	Under Construction	CK	TB
Morgan Hill Filing 1	In Warranty	CK/SH	CS
Morgan Hill Metro District Improvements	In Warranty	CK/SH	CS
Morgan Hill Filing 2	Under Construction	CK/SH	WP
Right Move Storage	In Warranty	JM/SH	CS
Erie Self Storage	Building Permits Released	JM/SH	DP
Vista Ridge Filing 6, 2nd Amendment	Under Construction	JM/SH	CS
Vista Ridge Filing 14, Lot 12B	Under Construction	JM/SH	CS
Vista Ridge Filing 14, Lot 12 A&D	Under Construction	JM/SH	CS
Weld County Access	Under Construction	JM/SH	CS

ENGINEERING DIVISION

Capital Improvement Projects

- Current CI Projects and Status

Project	Status	Project Manager
Traffic Signal Communication Project	Design Underway	TB
Weld County Road 7 and Erie Parkway Signal	Land Acquisition / Design	WP
Coal Creek Reach 1 and Reach 3 Improvements	Design / CLOMR / Levee Re-Certification	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	Notice to Proceed Issued	ZA
North Water Reclamation Facility Expansion	Under Construction	WP
Water Treatment Plant Expansion	Nearing Completion	WP
Hydro-Turbine Project	Nearing Completion	WP
Austin Ave, Zone 2 Waterline	Contractor Selected	WP
Zone 3 Waterline Extension - Two Phases	Phase 1 - Construction Started / 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	Coordinating with Developer / Parks	DP/LB/WP
IGA with Colliers Hill - WCR 5 Widening/Re-Use Line Ext.	IGA taken to BOT/ Re-Use Line Construction Started	DP/WP
Sheridan and SH7 ADA Ramp	Addressing CDOT Comments	DP/WP
Town Center Roundabouts - Design and Construction	Design Underway	ZA
Re-Use Waterline Extension to Erie Community Park	Beginning Design	WP
Water Quality Pond - Lagoon Conversion	Consultant Selected	WP
Links Court Drainage Improvements	Under Design	ZA
Mobile Bypass Pumping Station	Under Design	WP
Bridge Maintenance - Rail Replacement	Preparing RFQ	ZA

Special Updates

Projects in Support of other Departments

- Schofield Farms – Parks and Recreation – DP/MH
- Budget – Finance – DP/WP
- Town Facilities Master Plan – Public Works – DP
- Erie Parkway Bridge Reclamation – Parks and Recreation – WP
- 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
 - 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:
- Chad Schroeder – Chad has done an excellent job as Acting Town Engineer while I was out tending to a family emergency. He is a great asset to our team
- Tyler Burhenn – Tyler took his PE exam! We are excited to hear the results and likely having another PE on our team!
- Wendi Palmer – Wendi is the Project Manager for a great project coming forward for the Town in the conversion of the old South Treatment Plan Lagoons in to a regional Water Quality Pond with Wetlands Demonstration. This is an amazing project that involves so many departments for the Town and will help give the Town the ability to maximize developable property in Old Town.
- Zach Ahinga – Zach has submitted a grant for funding of construction of the North Roundabout for the Town Center Project.

BUILDING DIVISION

Commercial Project Permit Applications in Review Queue:

3000 Airport, Bldg. A – Two (2) Tenant Improvements & One (1) Vanilla Shell

3000 Airport #201A – Flour Milling

2910 Arapahoe – Lowe's

722 Austin – St. Luke's Church Addition & Interior Renovation

530 Commons – Car Wash

Erie Parkway/Briggs – Circle K Gas Station & Convenience Store

2149 Hwy 7 – Popeye's Restaurant

700 Lloyd – O'Reilly's Auto Parts

105 Wells – Erie Wellness Tenant Improvement

244 Total Building Permits issued in May – which is our monthly average in 2021

2,593 Inspections performed in May (129.65 inspections per day / 64.825 per inspector)

40 Certificates of Occupancy issued in May (37 Residential and 3 Commercial)

BUILDING DIVISION

Special Update:

Building Division staff continues to review the newly published 2021 editions of the International Codes, including the Energy Conservation Code, and will solicit input from home builders, contractors, the sustainability committee and general public 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. Adoption of the most current National Electrical Code (2020 NEC) will occur by August of this year.

Projects in support of other Town Departments:

The Building Division provides review comments to the Planning Department for applicable development review applications.

Building Division staff:

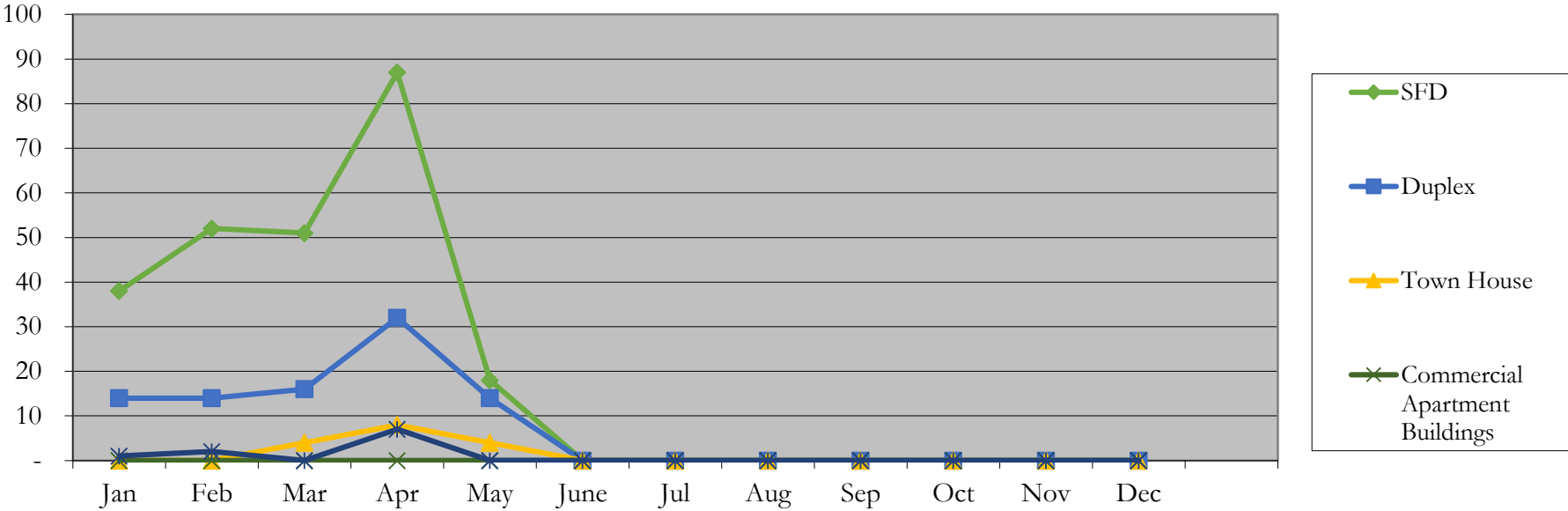
Although the month of May, 2021 saw a decrease in the number of single family dwelling (SFD) permits, the average YTD number is slightly over 70 SFD permits per month. This average is significantly higher in comparison to other local municipalities. All types of building permits, including commercial project and inspections continue to increase dramatically in 2021. The entire Building Division staff will be returning to work in the office for the “re-opening” of Town Hall to the public Monday, June 14, 2021.

BUILDING DIVISION

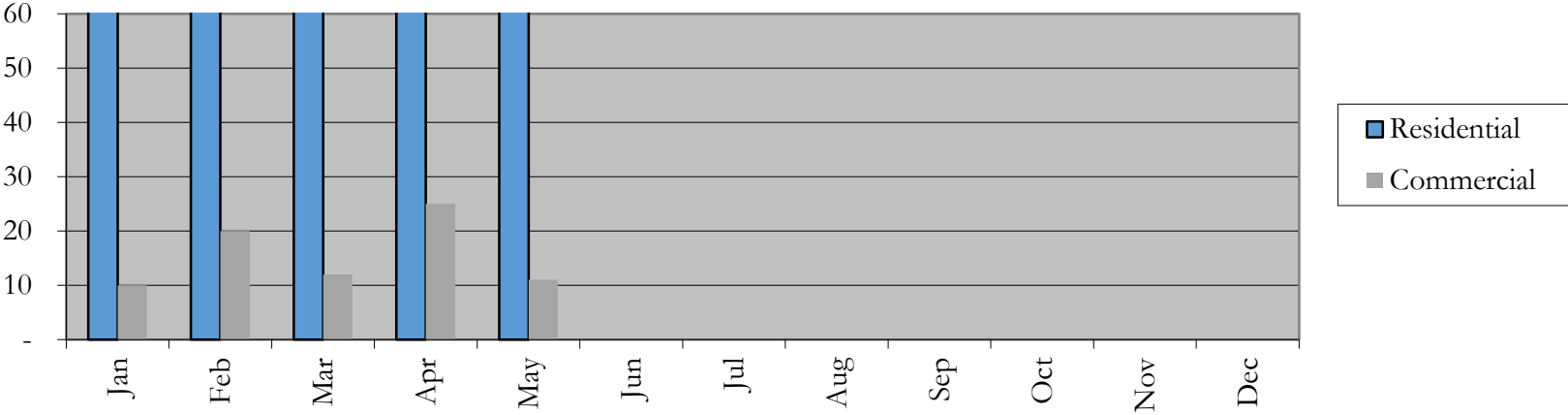
		New- Month by Month							Other Permits				Total	Total Dwellings
	2021	SFD	Duplex	Town House	Commercial Apartment Buildings	Quantity of Apartment dwelling units	Commercial			Residential	Commercial		All Permit Types	All New Dwellings per Month
	Jan	38	14	-	-	-	1		Jan	152	10		215	52
	Feb	52	14	-	-	-	2		Feb	107	20		195	66
	Mar	51	16	4	-		-		Mar	154	12		237	71
	Apr	87	32	8	-		7		Apr	170	25		329	127
	May	18	14	4	-		-		May	197	11		244	36
	June	-	-	-	-		-		Jun	-	-		-	-
	Jul	-	-	-	-		-		Jul	-	-		-	-
	Aug	-	-	-	-		-		Aug	-	-		-	-
	Sep	-	-	-	-		-		Sep	-	-		-	-
	Oct	-	-	-	-		-		Oct	-	-		-	-
	Nov	-	-	-	-		-		Nov	-	-		-	-
	Dec	-	-	-	-		-		Dec	-	-		-	-
	Total	246	90	16	-		10		Total	780	78		1,220	352

BUILDING DIVISION

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

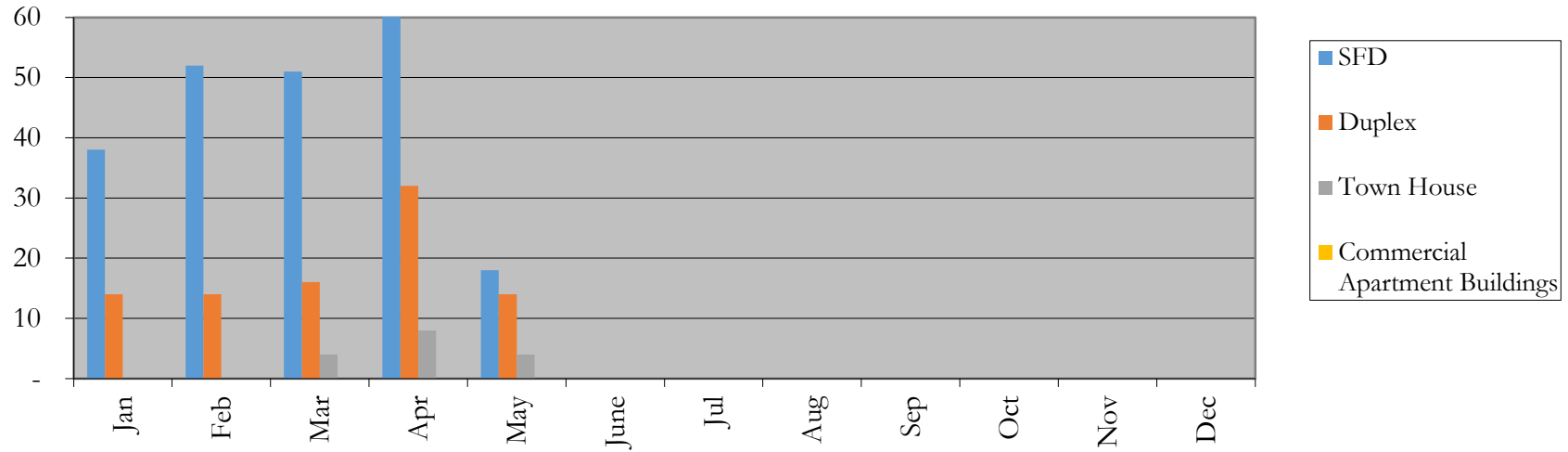


2021 Total All Permits

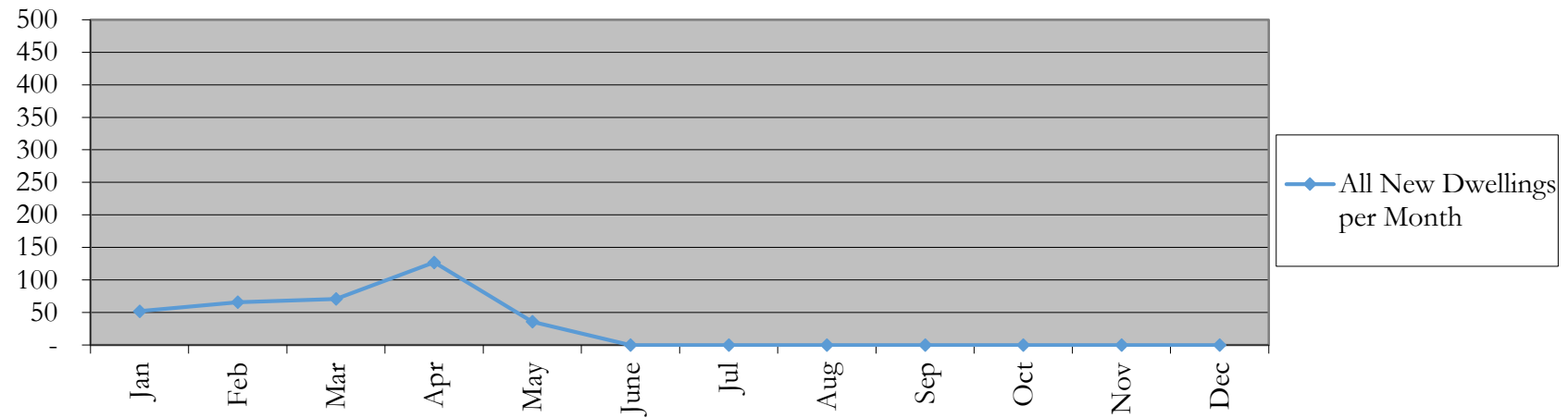


BUILDING DIVISION

2021 Total New Dwelling Units



2021 Total New Dwelling Units



GEOGRAPHIC INFORMATION SYSTEMS DIVISION











GIS Projects

- **HOA Contacts Map:**
 - We called a meeting of interested staff who typically need to access emergency HOA contacts to revisit the idea of an *internal* map that could be accessible at any time. This web map will only contain the most up-to-date contact information that has been 1) submitted per our town ordinance or 2) compiled by Shumaila and Tasha. The consensus was that this map would be valuable to assist in those tricky, after-hours scenarios when the maintaining entity must be contacted. All attendees were also briefed on all of the amazing resources that Amy, Shumaila, Tasha, Jordan and other parks staff have included on SharePoint. Daniel is currently helping to build this project.

GEOGRAPHIC INFORMATION SYSTEMS DIVISION

- **Development Projects Map:**

- The development projects map that is available for the public had been identified by ESRI as one of the potential reasons for the GIS web services acting up. Because of this, we have been working to offload the PDFs that were previously being uploaded to the GIS servers. A group of staff members are meeting monthly to discuss the use of LaserFische to publicly serve out those PDF documents. Melinda and I are currently working on the Development Projects map, but the use of Laserfische in this way will open a path to create similar document access for CIP projects, an internal storage location for as-builts, and building dept. as well.

r-a69d230a > Land Development > Nine Mile > MPA-001291-2021 King Soopers Minor Plat Amdt > Submittals		
Name	Page count	Template name
 Drainage Conformance Letter_Compile	52	
 EDI18 COMMERCIAL ALTA 2021-03-23	2	
 Geotech Report Updated 3-4-20	107	
 KS138-Conformance Letter 5-18-21	51	
 KSS0138-Nine Mile Corner Amd 2 - 202	2	
 KSS138-Utility Conformance Letter	16	
 Letter of Authorization	1	
 MPA Land Use Application 2019 11-14	2	
 Plat narrative	1	
 Title Commitment_revision_4	18	

GEOGRAPHIC INFORMATION SYSTEMS DIVISION

- **Digital As-built Submittals and Plats**

- Project acceptances are picking up and have provided us with much as-built data to get into GIS. Colliers Hill Filing 4F, Compass Filing 4, and Erie Commons Filing 4 are currently underway and Daniel is taking charge of a few of those.
- Final plats are also being entered with increased frequency with next up: Erie Commons Filing 4 5th Amd, and Erie Highlands Filing 14 1st Amd, and Canyon Creek PD Amendment No. 10.

- **Parks Single Track Map**

- We are working on a 3D or possibly 2D rendering of the Sunset East single track trails that is in preparation for new trailhead signage. We are working through cartographic feedback with Mike McGill.



GEOGRAPHIC INFORMATION SYSTEMS DIVISION

- **Street Naming and Addressing**
 - Westerly Filing 1 addressing was finally sent out and we had enough info regarding the upcoming filing 1A to submit addressing sans the replatted lots for 1A.
- We completed and posted a document that provides guidelines for street naming and addressing to applicants as they progress through their PP and FP stages of comments. This process has been going much better so far but I am sure that we will run into more items to improve on. <https://www.erieco.gov/111/Planning-Division>

STANDARD FORMS & TEMPLATES

[Annexation Petition](#)

[Declaration of Water Rights](#)

[Development Agreement with Phasing](#)

[Development Agreement without Phasing](#)

[Development Financial Obligations Form](#)

[Exhibit B for Development Agreement](#)

[Letter of Credit](#)

[Mineral Estate Notification](#)

[Neighborhood Meeting Notice \(Virtual\)](#)

[Neighborhood Meeting Notice](#)

[Neighborhood Meeting Affidavit of Posting](#)

[Public Hearing Affidavit of Posting](#)

[Street Naming and Addressing](#)

[Utility Easement](#)

[Quitclaim Deed - Groundwater](#)

GEOGRAPHIC INFORMATION SYSTEMS DIVISION

People

- Daniel continues to do a terrific job and will be attending an amazing training on Field Data Collection in early June. This will allow him to help implement new and improved field collection technologies from ESRI such as Field Maps.