

PLANNING & DEVELOPMENT MONTHLY REPORT

Review of February 2025

STAFF HIGHLIGHTS

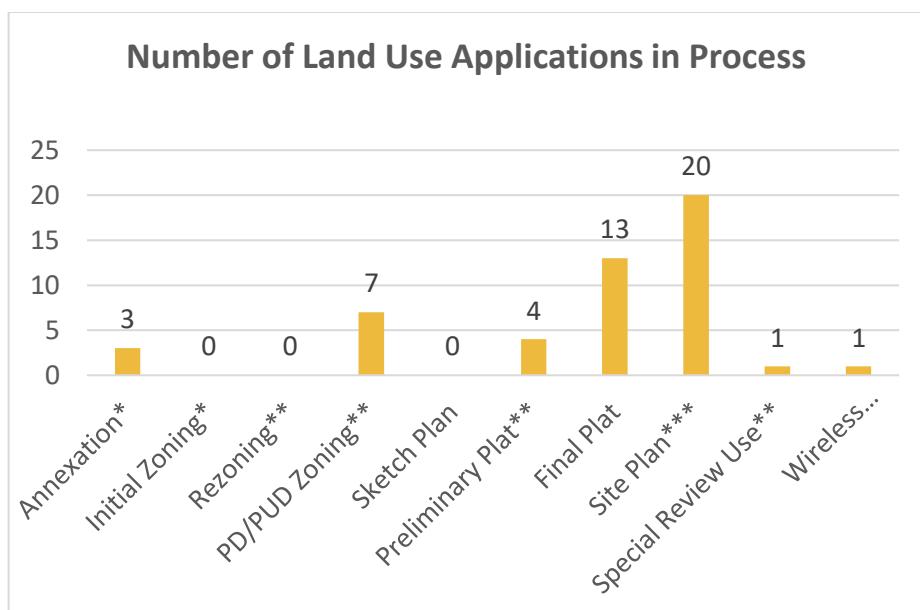
- The Lead Building Inspector passed the International Code Council (ICC) examination to obtain his Residential Plans Examiner Inspector certification.
- A Building Inspector III passed the ICC examination to obtain his Residential Mechanical Inspector certification and is the division's first ICC certified Residential Combination Building Inspector.

PLANNING DIVISION

Current Planning

Land Use Applications

Planning had a total of 49 land use applications in process in February; 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 February 2025, the Planning staff had four Pre-Application meeting requests submitted for the following projects/properties:

1. PA2025-00006 – 3792 N 119th Street – Subdivide property into 20 lots
2. PA2025-00007 – Parcel No. 146715200002 – Potential residential development
3. PA2025-00008 – Westerly Filing 2 – Brightland Home Townhomes
4. PA2025-00009 – 145 Piper Drive – Subdivide property

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 January 2025.

- **Current Planning**
 - Village at Coal Creek stakeholder interviews started this month and the consultant team completed an initial site analysis. *[This project is paused as of March 10.]*
- **Long Range/Strategic Planning**
 - Strategic Planning staff met with and provided data on entitled developments to Denver Regional Council of Governments (DRCOG) to inform their Small Area Forecast. The forecast is used for regional transportation planning.
- **Economic Development and Interdepartmental**
 - Planning staff continue to regularly meet with Lafayette and Fredrick 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

- A Board of Adjustment meeting was held on Feb. 27 to address a Town Council concern regarding current member qualifications to serve on the Board of Appeals. The meeting determined that the current members are qualified and willing to continue serving on the board with expanded duties to include those of a Board of Appeals.
- Separate drafts of proposed amendments to the 2024 International Energy Conservation Code (IECC) produced by the North Denver Metro Regional Energy Code Cohort and State Energy Office are under review for solicited comments and edits.

What's Going Up

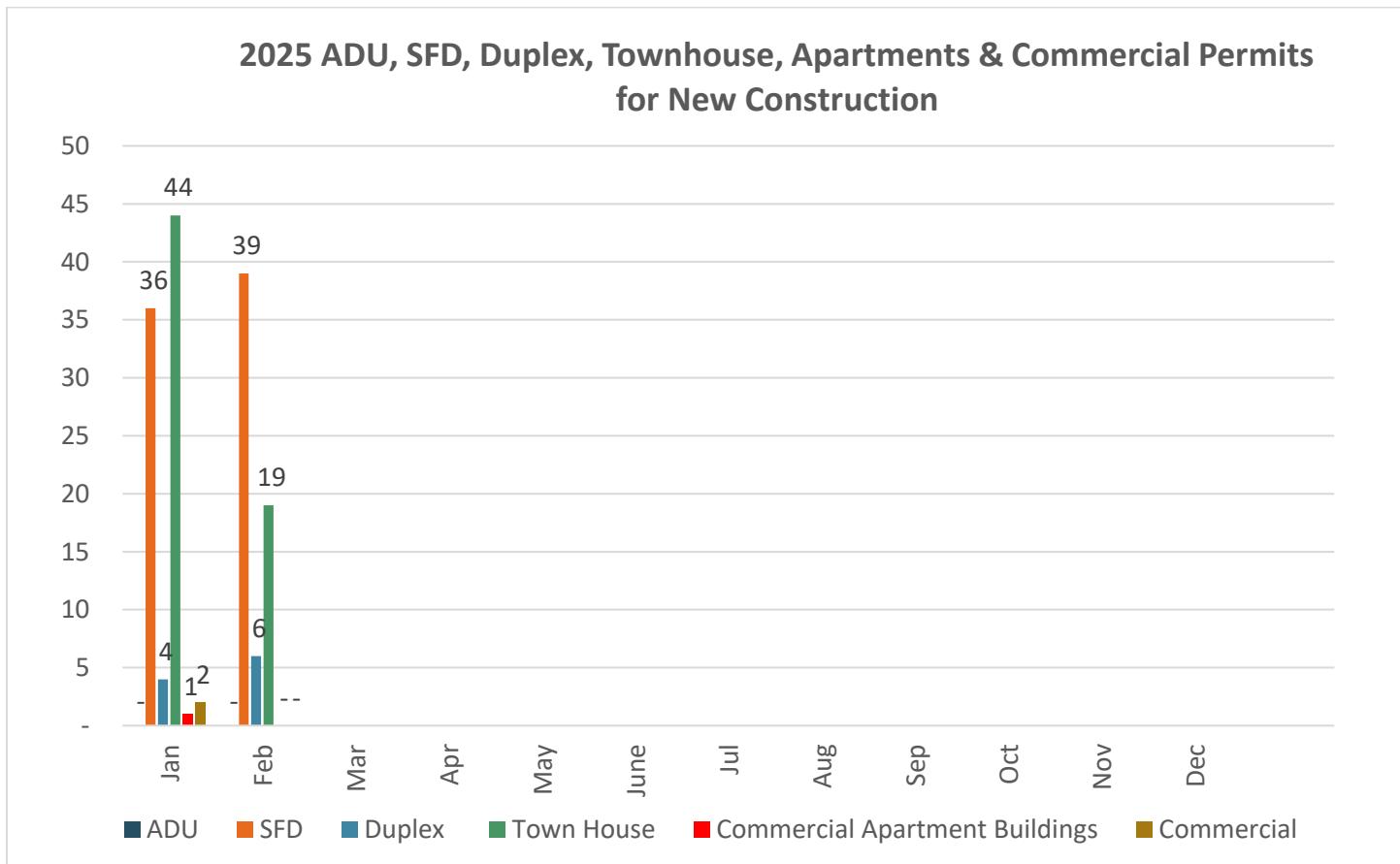
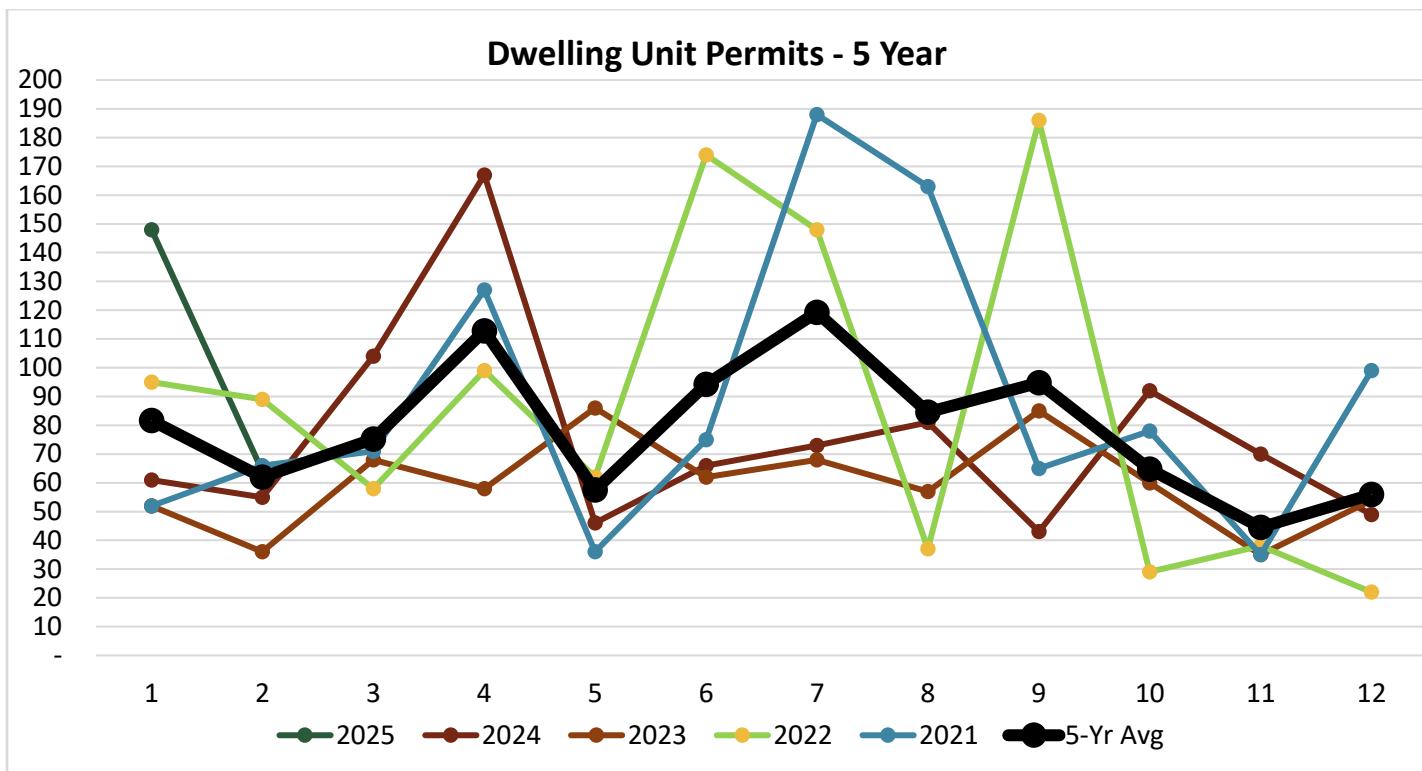
- Children's Eye Clinic – Vista Ridge
- Bellco Credit Union – Erie Commons
- Dutch Brothers Coffee – Erie Commons
- Valvoline – Nine Mile
- Chick-Fil-A – Nine Mile

Summary of this month's Permit and Inspection Activity:

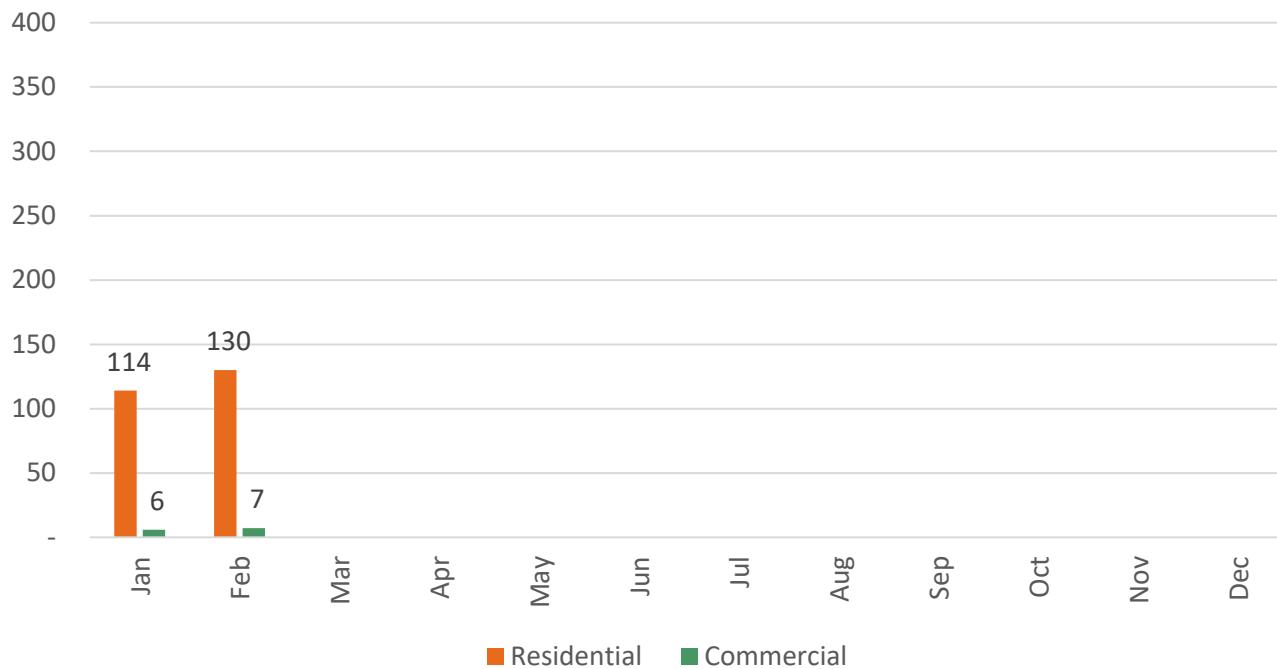
- 197 Total Building Permits (404 YTD) – 15 re-roof permits (7.5% of monthly total / 24 YTD) and 56 single-family dwellings (attached, detached & townhomes / 140 YTD).
- 2,050 inspections - 108 per business day/22 per inspector per day: 5 inspectors.
- 44 Certificates of Occupancy (120 YTD) – 44 Residential (120 YTD) and 0 Commercial (0 YTD).

Commercial Project Permit Applications in Plan Review Queue:

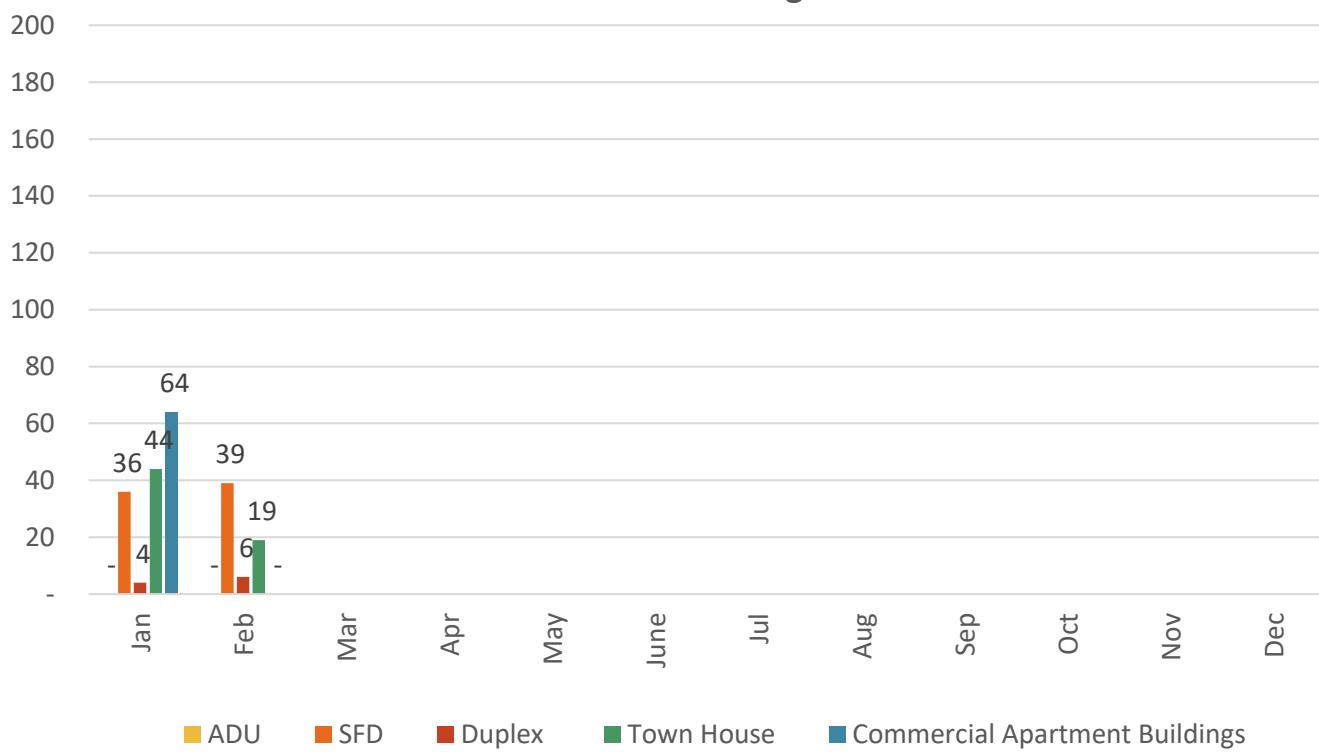
- 61 Erie Parkway, Suite 100 – Medical Office tenant improvement
- 61 Erie Parkway, Suite 101 – Mini Miners Dental Office addition
- 2650 S. Main St. – Aircraft Hangar (C2)



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				
Apr				
May				
Jun				
Jul				
Aug				
Sep				
Oct				
Nov				
Dec				
TOTAL	244	13	408	212

* 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		65	
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	75	580	-14

AFFORDABLE HOUSING DIVISION

- **Cheesman Street Residences** –Marketing and Outreach – Currently reviewing potential buyers' applications to determine eligibility. Twenty-four applicants have been offered reservations for homes. The vertical construction of non-modular homes continues. Initial closings are still on schedule for mid-2025.
- **CDBG Housing Rehabilitation Grant** – All documents have been executed and the program is ready to implement in March.
- **Regional Housing Partnership (RHP) – Several Initiatives:**
 - The RHP Steering Committee continues work on strategic planning.
 - 1B Funding also known as Affordable and Attainable Housing Tax (AAHT) (Boulder County Tax in support of affordable housing) in ongoing discussions about how 1B/AAHT funding may be allocated.
 - The [Data Dashboard](#) is published.
 - IGA with City of Boulder for Monitoring and Compliance of affordable housing units has been created.
 - Development of policies for homeownership and rental developments is 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 issued the RFP for consultants in early March.



Leadership

Sarah Nurmela, Director

Deborah Bachelder, Deputy

Division Leads

Kelly Driscoll - Planning

Ed Kotlinksy - Building

MJ Adams – Affordable Housing