

Community Development

About Community Development

The Community Development Department provides service to the community in planning, code enforcement, zoning administration, economic development, redevelopment, building and housing inspections. This department also serves the Planning Commission, the Board of Adjustment, Building Code Advisory Committee, the Wheat Ridge Housing Authority (WRHA), the City Council and ad hoc task forces established for specific projects.



2009 Budget Highlights

- Comprehensive Plan revision
- Subarea plans
- Cabela's retail center plan review



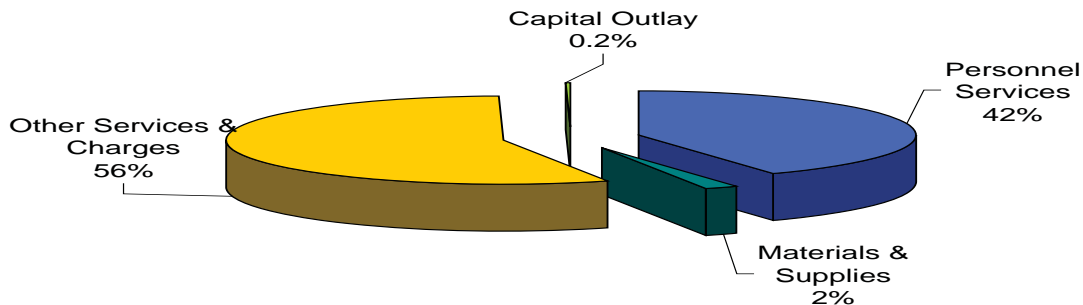
Community Development

Staffing and Financial Summary

	2006 Authorized	2007 Authorized	2008 Authorized	2009 Authorized
Administration	2	2	2	2
Economic Development	0	0	1	1
Planning	3	4	4	3
Building	4	4	4	4
Long Range Planning	0	0	0	1
TOTAL	9	10	11	11

	2007 Actual	2008 Adjusted	2008 Estimated	2009 Adopted
Personnel Services	\$643,573	\$748,569	\$752,568	\$808,575
Materials & Supplies	\$10,317	\$43,000	\$34,600	\$32,082
Other Services & Charges	\$65,718	\$1,965,035	\$2,011,155	\$1,015,835
Capital Outlay	\$519	\$19,200	\$13,160	\$1,000
TOTAL	\$720,127	\$2,775,804	\$2,811,483	\$1,857,492

Total 2009 Budget by Object

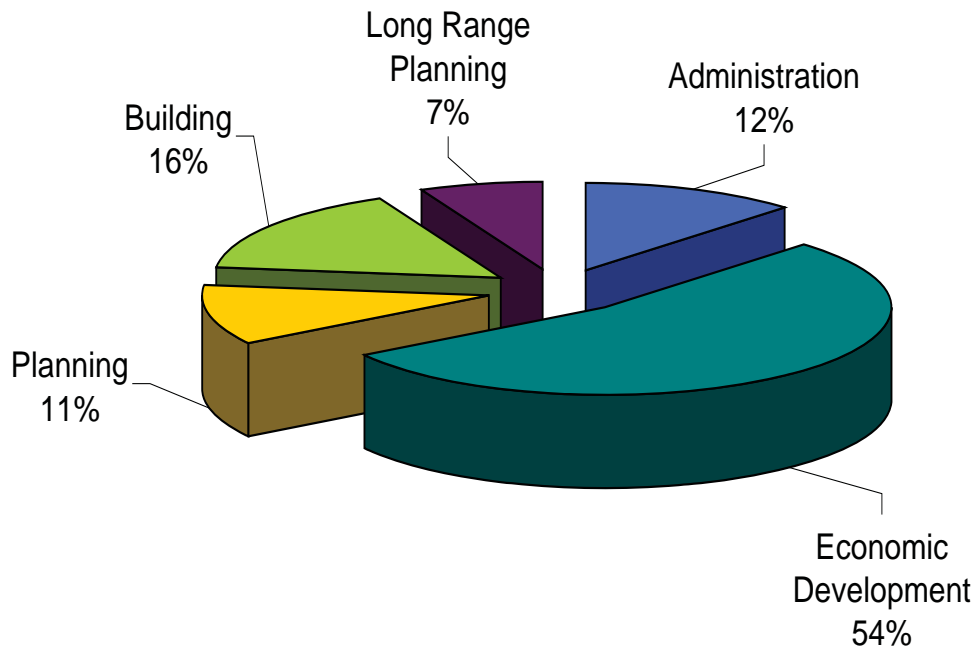


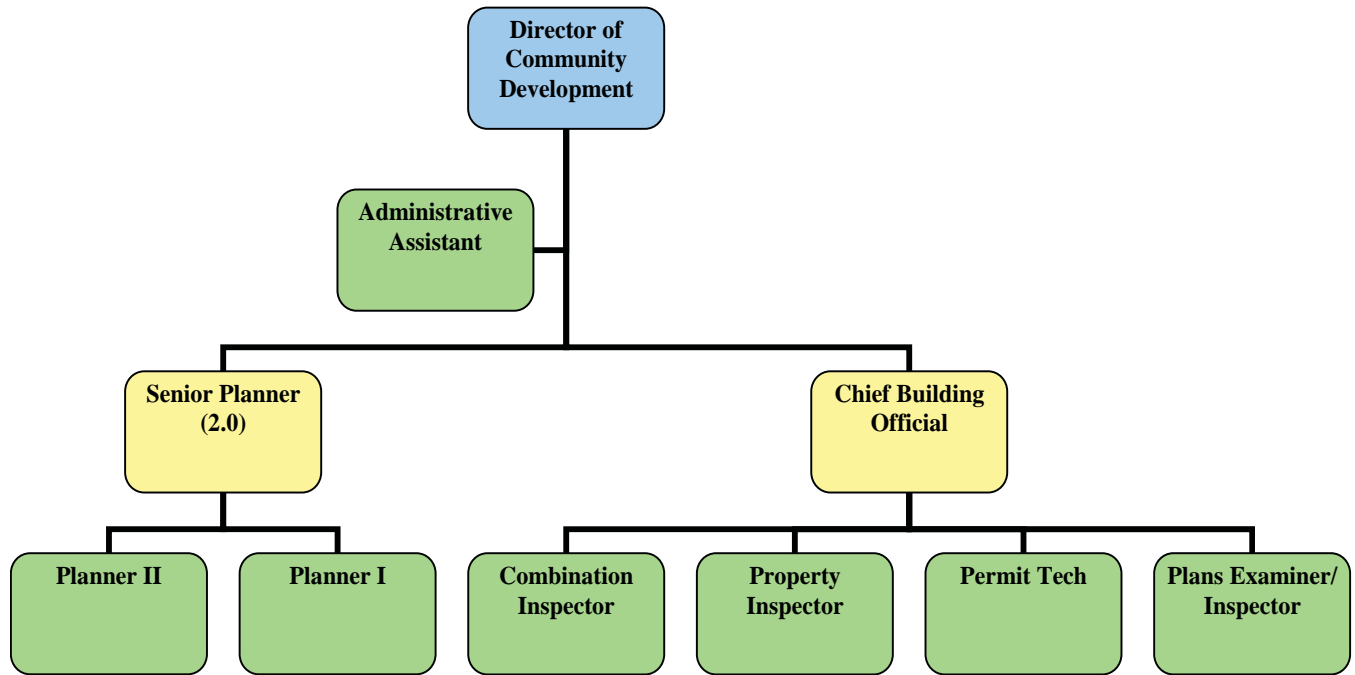
Community Development

Total Budget by Program

	2007 Actual	2008 Adjusted	2008 Estimated	2009 Adopted
Administration	\$190,111	\$243,374	\$223,468	\$220,355
Economic Development	\$0	\$1,798,411	\$1,998,044	\$1,005,843
Planning	\$296,306	\$460,795	\$326,306	\$219,620
Building	\$233,710	\$273,224	\$263,665	\$306,156
Long Range Planning	\$0	\$0	\$0	\$105,518
TOTAL	\$720,127	\$2,775,804	\$2,811,483	\$1,857,492

Total Budget by Program







**COMMUNITY
DEVELOPMENT
PROGRAMS**

Administration

Economic Development

Planning

Building

Long Range Planning



DID YOU KNOW

The Community Development Department provides staff support to 5 Boards/Commissions: Planning, Board of Adjustment, Urban Renewal Authority, Housing Authority, and Building Code Advisory Board.

Administration

Overview

- Direct the programs and activities of the Administrative, Planning, Building, and Zoning Enforcement functions.
- Administer city and department policies.
- Prepare and administer annual department budget.
- Direct the preparation of special plans or studies.
- Direct the work of consultants.
- Provide staff support to Boards & Commissions.
- Manage activities of the Housing Authority.
- Coordinate development activities with other departments, service providers, municipalities, and regional and state agencies.
- Direct special projects as assigned by the City Manager.

2008 Achievements

- Facilitated City Council's adoption of the NRS as an amendment to the City Comprehensive Plan.
- Initiated zoning code amendments to implement goals of NRS.
- Improved content of department web based information.
- Initiated publication of a monthly department newsletter.
- Coordinated on various redevelopment opportunities and planning effort with WR2020.
- Participated and presented in various local, regional and national forums on the redevelopment opportunities in Wheat Ridge.
- Facilitated the completion of an assessment of the department.
- Reorganized the department with the creation of a Long Range Planning Division and an Economic Development Division.

2009 Objectives

- Initiate department level strategic planning process to implement City Council's strategic plan.
- Implement recommendations of the Mercer Group's Community Development Department Assessment.
- Provide leadership in support of the zoning services division's work to improve the development review processes.
- Provide leadership in support of the long range planning division's completion of the Citywide Comprehensive Plan.
- Identify additional opportunities to implement recommendations of the NRS and the to-be-adopted Citywide Comprehensive Plan.
- Continue to partner with WR2020 to identify and implement redevelopment opportunities with a focus on our commercial transportation corridors.
- Maintain and expand the department's file reduction and Laserfiche document storage project.

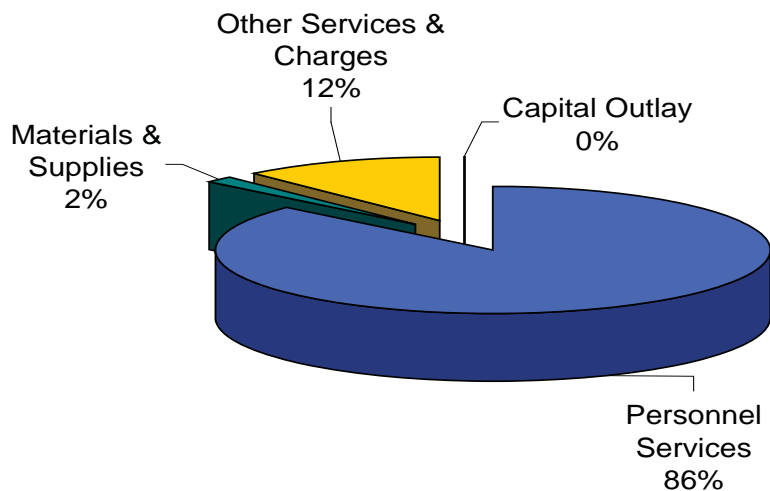
Administration

Staffing and Financial Summary

	2006 Authorized	2007 Authorized	2008 Authorized	2009 Authorized
Community Dev Director	1	1	1	1
Administrative Assistant	1	1	1	1
TOTAL	2	2	2	2

	2007 Actual	2008 Adjusted	2008 Estimated	2009 Adopted
Personnel Services	\$186,328	\$195,284	\$195,778	\$196,263
Materials & Supplies	\$2,425	\$4,500	\$2,800	\$3,812
Other Services & Charges	\$1,258	\$25,590	\$12,890	\$20,280
Capital Outlay	\$100	\$18,000	\$12,000	\$0
TOTAL	\$190,111	\$243,374	\$223,468	\$220,355

Total 2009 Budget by Object



**CITY MANAGER'S
OFFICE**

Administration

Economic Development

Planning

Building

Long Range Planning



DID YOU KNOW

The City of Wheat Ridge issues, on average, between 20 and 30 new business licenses each month?

Economic Development

Overview

- Provide business community with a proactive partnership that helps new businesses succeed and established businesses expand.
- Manage business retention program, which identifies industry trends, gathers strategic intelligence, addresses concerns, pinpoints new opportunities and offers support to businesses and employers.
- Serve as the City's economic development information resource for both new and existing businesses.
- Partner with Wheat Ridge 2020 (WR2020) to recruit new businesses and facilitate development projects through the City's process.
- Administer the City's various incentive programs, such as: ESTIP, Enterprise Zones, BID's, Property Tax Rebates, Small Business Administration, and other financial incentives.

2008 Achievements

- Conducted business award and luncheon program.
- Sponsored the Jefferson County Business Resource Center (JCBRC) to aid Wheat Ridge's business community with essential information, infrastructure, and connections needed for business growth.
- Partnered with Enterprise Wheat Ridge (EWR) to offer professional training opportunities for local businesses.
- Increased relationships with Police, Community Development and Public Works to coordinate customer services to business.
- Strengthened partnerships with economic development industries, city/county organizations and business organizations/chambers.
- Created a web-based business directory for Wheat Ridge businesses.
- Created a paper based map of the City to better market key commercial corridors.
- Facilitated the return of the Farmers' Market to Wheat Ridge.
- Create a Business Inventory layer to the City's GIS System.
- Added new GIS technology that helps business to gather key information during site selection.

2009 Objectives

- Continue to promote the City's pro-business initiatives.
- Coordinate business events including appreciation events and business forums.
- Increase utilization of newsletter and web site as information modes.
- Help to strengthen the business associations located in Wheat Ridge.
- Use the new GIS technology and Business Inventory software to strategically create development opportunities in the City.
- Expand the availability of the City's business resources.

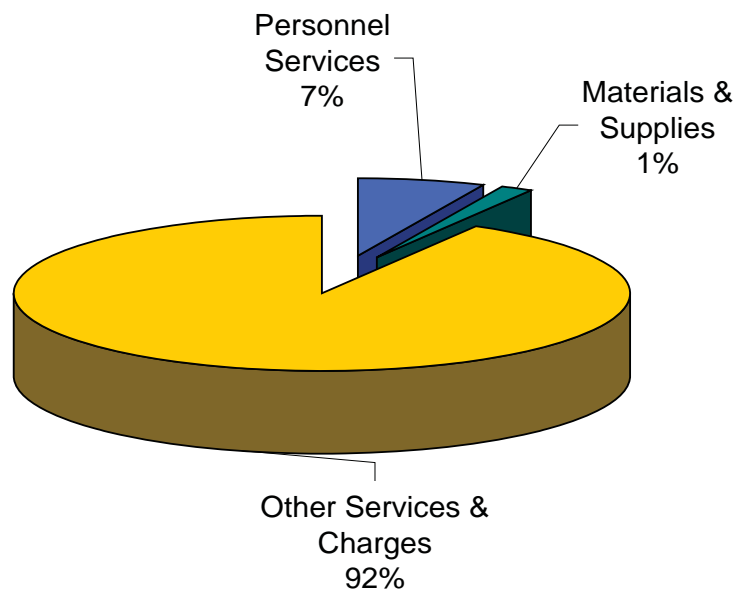
Economic Development

Staffing and Financial Summary

	2006 Authorized	2007 Authorized	2008 Authorized	2009 Authorized
ED Specialist	1	1	1	1
TOTAL	1	1	1	1

	2007 Actual	2008 Adjusted	2008 Estimated	2009 Adopted
Personnel Services	\$46,675	\$63,571	\$62,024	\$70,273
Materials & Supplies	\$14,920	\$24,700	\$23,200	\$13,920
Other Services & Charges	\$1,925,958	\$1,710,140	\$1,912,820	\$921,650
Capital Outlay	\$907	\$0	\$0	\$0
TOTAL	\$1,988,460	\$1,798,411	\$1,998,044	\$1,005,843

Total 2009 Budget by Object



**COMMUNITY
DEVELOPMENT
PROGRAMS**

Administration

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Long Range Planning



DID YOU KNOW

*The oldest subdivision
in Wheat Ridge is
Prince's Resubdivision
of Lakeside
Subdivision which
was recorded in 1890?*

Planning

Overview

- Perform professional planning work in all aspects of current land use planning and zoning.
- Assist with long range planning efforts including revisions to the Comprehensive Plan.
- Provide research, analysis and reports on current planning proposals to achieve implementation of the Comprehensive Plan and other land use policies.
- Provide direct assistance to citizens, businesses, developers and other departments and agencies in all aspects of land development.
- Develop zoning code amendments to implement the adopted comprehensive plan, subarea plans and City Council's strategic plan.
- Serve as staff liaison to Planning Commission and Board of Adjustment.

2008 Achievements

- Attended over 78 public meetings which included public hearings, neighborhood meetings, study sessions and open houses.
- Researched, prepared and processed short term amendments to the zoning and development code to meet goals of the Neighborhood Revitalization Strategy.
- Participated in public process for the 38th and Kipling park master plan design.
- Participated in the review and selection of the Comprehensive Plan consultant.
- Continued to streamline the development review process.
- Continued to assist property inspector in code enforcement efforts.

2009 Objectives

- Participate in the update to Comprehensive Plan.
- Create a building design award program.
- Create overlay zone district regulations for the Northwest subarea and W. 38th Avenue corridor.
- Continue to research, prepare and process mid and long term amendments to the zoning and development code to meet goals of the Neighborhood Revitalization Strategy.
- Improve land use application review procedures and create handouts/checklists/timelines to assist customers to ensure a predictable and timely review process.
- Continue to assist Wheat Ridge 2020 in development of targeted redevelopment areas.

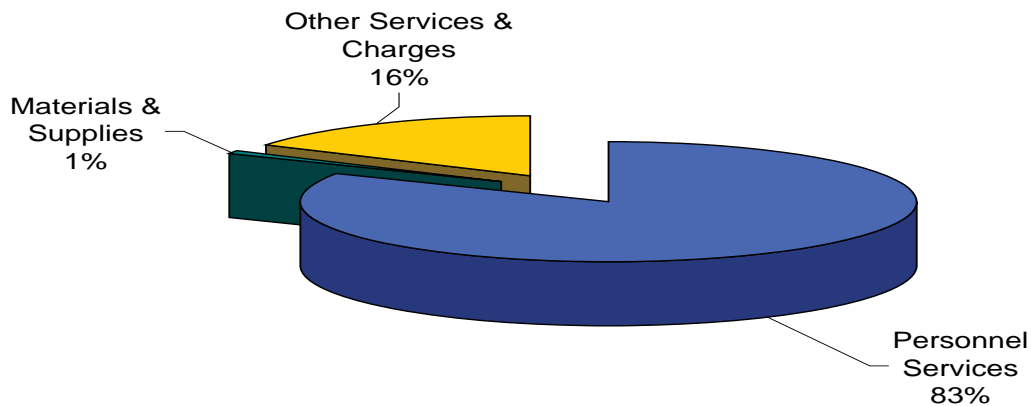
Planning

Staffing and Financial Summary

	2006 Authorized	2007 Authorized	2008 Authorized	2009 Authorized
Senior Planner	2	2	2	2
Planner II	1	1	1	1
Planner I	1	1	1	1
TOTAL	4	4	4	4

	2007 Actual	2008 Adjusted	2008 Estimated	2009 Adopted
Personnel Services	\$280,382	\$282,790	\$286,811	\$203,495
Materials & Supplies	\$5,093	\$11,800	\$7,050	\$2,850
Other Services & Charges	\$10,412	\$165,205	\$31,445	\$12,275
Capital Outlay	\$419	\$1,000	\$1,000	\$1,000
TOTAL	\$296,306	\$460,795	\$326,306	\$219,620

Total 2009 Budget by Object



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DID YOU KNOW

In 2008, the Building Division issued over 1,450 permits, conducted more than 6,000 building and property inspections, and generated record revenues of over \$3 million on work valued at over \$120 million.

Building

Overview

- Administer and enforce the proposed International Codes, National Electrical Code, and City ordinances to ensure that commercial and residential structures are built to standards that protect the health, safety and welfare of the citizens and general public.
- Guarantee that health care facilities in the City of Wheat Ridge meet or exceed standards established by the State of Colorado.
- Interpret codes and ordinances for citizens, contractors and design professionals through consultation and informational handouts.
- Review building applications and plans for compliance with ordinances and codes and coordinate reviews with outside agencies to ensure that public health, safety and welfare standards are achieved.
- Conduct inspections of construction work requiring permits to ensure safety of public and compliance with ordinances and codes.
- Inspect Wheat Ridge properties for compliance with the International Property Maintenance Code and City zoning ordinances.

2008 Achievements

- Implemented acceptance of credit cards for payment of fees related to building permits, planning and public works projects.
- Increased citizen satisfaction with building permit and inspection processes as evidenced by the 2008 Citizen Survey ratings.
- Completed plan reviews, issued building permits, and performed inspections for \$90 million expansion of Lutheran Medical Center.
- Initiated restructuring of property inspection and hotel/motel inspection programs to achieve greater compliance with property maintenance codes and zoning ordinances.
- Completed review and assemblage of amendments necessary for presentation of the 2006 I-codes to City Council for adoption.
- Completed more than 6000 inspections and issued more than 1450 permits resulting in record revenues of over \$3 million.

2009 Objectives

- Implement and enforce the newly enacted 2006 IBC.
- Implement over-the-counter plan review and permit issuance for a wider array of construction projects, such as garages and decks.
- Expand customer convenience and credit card services through implementation of a program that allows issuance of permits for some over-the-counter projects via faxed permit application and faxed permit issuance.
- Expand and refine the Hotel/Motel and Multi-Family inspection programs.

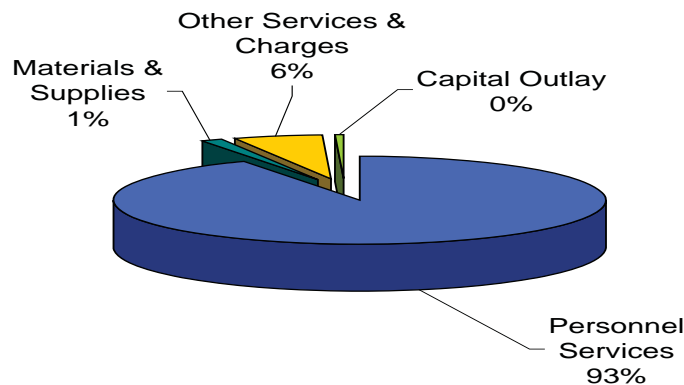
Building

Staffing and Financial Summary

	2006 Authorized	2007 Authorized	2008 Authorized	2009 Authorized
Chief Building Official	1	1	1	1
Combination Inspector	1	1	1	1
Plans Examiner/Inspector	0	0	0	1
Permit Technician	1	1	1	1
TOTAL	3	3	3	4

	2007 Actual	2008 Adjusted	2008 Estimated	2009 Adopted
Personnel Services	\$176,863	\$206,924	\$207,955	\$257,376
Materials & Supplies	\$2,799	\$2,000	\$1,550	\$2,500
Other Services & Charges	\$54,048	\$64,100	\$54,000	\$46,280
Capital Outlay	\$0	\$200	\$160	\$0
TOTAL	\$233,710	\$273,224	\$263,665	\$306,156

Total 2009 Budget by Object



**COMMUNITY
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Long Range Planning



DID YOU KNOW

The Denver metro area population is expected to increase by nearly 50% from 2.6 million today to 4 million in the year 2030.

Long Range Planning

Overview

- Update and implement changes to the City's Comprehensive Plan.
- Prepare or oversee preparation of subarea plans.
- Research and prepare reports, policies and ordinances related to implementation of the Comprehensive Plan, Neighborhood Revitalization Strategy and subarea plans.
- Participate in special projects such as transportation planning and brownfields.
- Serve as staff liaison to Planning Commission and Wheat Ridge Housing Authority.
- Represent City in metro-wide planning organizations such as the Denver Regional Council of Governments (DRCOG).

2008 Achievements

- Initiated the process of updating the City's Comprehensive Plan.
- Facilitated the adoption of the NRS by Planning Commission and City Council.
- Attended meetings, participated in local share and IGA discussions, and prepared comments regarding the Gold Line DEIS.
- Participated in and hosted meeting for DRCOG's Transit Oriented Development Planner Idea Exchange.
- Coordinated the CDBG program.
- Developed a policy adopted by City Council for the expenditure of the City's CDBG jurisdictional allocation.
- Worked with WR2020 on identifying resources related to Brownfield issues on Wadsworth Blvd.
- Prepared proposal for EPA's 2009 Brownfields Assessment Grants.

2009 Objectives

- Oversee completion and adoption of an update to the City's Comprehensive Plan.
- Research development of an overlay zone for the Gold Line Ward Rd. station transit oriented development area.
- Represent City interests through participation in the Fast Tracks Gold Line environmental review process.
- Collaborate with WR2020 on redevelopment opportunities related to Wadsworth Blvd. including Brownfields.
- Identify opportunities to proactively implement adopted subarea plans.

Long Range Planning

Staffing and Financial Summary

	2006 Authorized	2007 Authorized	2008 Authorized	2009 Authorized
Senior Planner	0	0	0	1
TOTAL	0	0	0	1

	2007 Actual	2008 Adjusted	2008 Estimated	2009 Adopted
Personnel Services	\$0	\$0	\$0	\$81,168
Materials & Supplies	\$0	\$0	\$0	\$9,000
Other Services & Charges	\$0	\$0	\$0	\$15,350
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$105,518

Total 2009 Budget by Object

