



Town Administrator's Report

March 2017



Town of Columbine Valley
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Town Website
Feb. Statistics

2,113
Total Visits

2,472
February Page Views

Top Pages

Building Department
Development Updates
Community Updates
Wildlife/Coyotes

Communications & Happenings

- Staff has finalized 2017 goals and will present those to the Trustees at the March meeting. In total there are 35 goals in 7 categories. Staff will present monthly updates to the Board on progress throughout the year.
- The Summer Concert in the Park series is continuing to take shape. The full line up of bands and food trucks is anticipated for presentation in April.
- Field work for the 2016 Town audit was completed in the first week of March and a full report is anticipated in May of this year.
- Both the Mayor for the Day and Coffee with the Mayor programs are scheduled for later this month. Coffee with the Mayor will take place on Friday, March 24, 2017 from 7:30 to 9:00 a.m.
- Designs by Sundown has returned as a sponsor for the 2017 4th of July Parade and Festival. Several small additions are planned for this years event and all of the participants from 2016 have been invited to return including the Pancake breakfast, American Legion, Trash-Talk drumline and the Colorado Air National Guard F-16 units.
- In addition to the Mayor for the Day and Coffee with the Mayor programs, Michaela Weber has been working on a “What your local government does for you” video, a communications standard operating procedures, the Nextdoor.com postings and several other initiatives intended to increase Town communications and opportunities for community engagement. She will provide a comprehensive update at the March meeting.

Citizen Contacts:

Staff has fielded calls, emails or walk-ins on the following topics in February

- ⇒ Building Department: 89
- ⇒ Comm. Development: 47
- ⇒ Public Works: 72
- ⇒ Municipal Court: 31
- ⇒ Other: 67



Building Department

Monthly Stats

10 Permits Issued

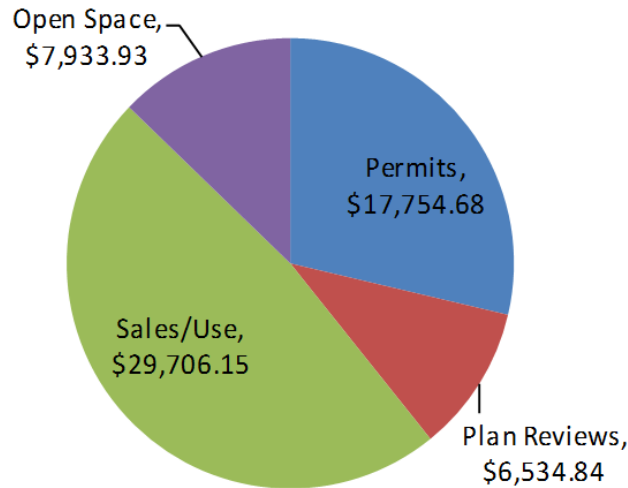
- New SFR: 2
- Major Remodels: 2
- New Roofs: 3
- Other/Misc.: 3

89 Inspections

16 Licenses Issued

- General: 14
- Electrician: 1
- Plumbers: 1
- Mechanical: 0
- Roofer: 0

Feb. Permit Rev.: \$61,929.60



Willowcroft Manor

41 Total Lots

34 Permits Issued

0 Permit Pending

24 Completed Homes

23 Occupied Homes

Wilder Lane

24 Total Lots

5 Permits Issued

0 Permit Pending

5 Completed Homes

2 Occupied Homes

Building Department Revenue by Month



	<u>2016</u>	<u>2016 YTD</u>	<u>2017</u>	<u>2017 YTD</u>
January	\$2,304.44	\$2,304.44	\$19,908.26	\$19,908.26
February	\$8,570.86	\$10,875.30	\$61,929.60	\$81,837.86
March	\$84,269.53	\$95,144.83		
April	\$64,831.11	\$159,975.94		
May	\$45,799.17	\$205,775.11		
June	\$30,756.68	\$236,531.79		
July	\$327,329.37	\$563,861.16		
August	\$83,947.48	\$647,808.64		
September	\$28,814.59	\$676,623.23		
October	\$54,077.22	\$730,700.45		
November	\$51,116.09	\$781,816.54		
December	\$42,978.61	\$824,795.15		

Municipal Court

	<u>2016</u>	<u>2016 YTD</u>	<u>2017</u>	<u>2017 YTD</u>
January	\$5,632.49	\$5,632.49	\$6,295.25	\$6,295.25
February	\$3,527.00	\$9,159.49	\$3,778.97	\$10,074.22
March	\$6,170.5	\$15,329.99		
April	\$4,323.50	\$19,653.49		
May	\$1,862.25	\$21,515.74		
June	\$3,638.78	\$25,154.52		
July	\$8,590.86	\$33,744.88		
August	\$5,843.61	\$39,588.49		
September	\$6,111.98	\$45,700.47		
October	\$6,120.00	\$51,820.47		
November	\$3,535.00	\$55,355.47		



February Court Stats

• Total paid before Court:	13
• Total on docket:	28
• Cases heard by Judge:	11
• Continuances:	5
• Failure to Appear:	3
• Stay of Executions:	3
• Classes Ordered:	0
• Bench Warrants	4
• Trials	1

Public Works Department

- Staff continues to seek bids for Pave 2017. To date one bid has been received and one company has stated an interest in bidding. Staff is also awaiting Littleton's announcement of contractors in hopes of "tagging along" with their selected contractor(s) as this may save the Town mobilization and other costs.

- Hobbes Hayden attended a training session on crack sealing and wide crack repair on March 14th. The session is part of the Roads Scholar Training Program sponsored by CU Boulder. The training covered best practices for crack sealing, proper procedures, material differences, proper safety techniques and material testing.



- A temporary street light was installed near 19 Fairway Lane in February replacing the one damaged in a traffic accident. A permanent replacement will be installed in June.
- So far in 2017 Town staff has spent approximately 67.5 hours removing snow compared to 58 hours over the same amount of time in 2016. However, costs are less than half the amount spent in 2016 and the snow threshold for snow removal has been reduced from 3" in 2016 to 1/2". These improvements are a result of moving snow removal operations in-house.
- Staff has been auditing Town trees for safety/falling branch concerns. There are several trees that we are having professional arborists review and will bring any recommendations for action to the Trustees in April or sooner if conditions warrant.

Community Development

Wilder Lane

- Three of the five completed homes have been sold and a fourth is under contract to close before the end of March. The permit for 23 Wilder Lane will be filed before the end of March and permits for three additional homes are planned to be filed by the end of April. Four homes will be under construction by early summer.
- There was a feature article in The Denver Post real estate section on Sunday, March 19, as part of the launch of a new pre-sales program.
- The existing roadway asphalt and drainage pan cracking along Wilder Lane remains a concern. Town staff observed the pavement in January 2017 and the cracking appears to be more severe. Additionally, the problems with sub-standard roadway cross slope and pavement drainage are becoming more apparent. The developer plans to review the Town's concerns with the pavement with the Town and Bryan Construction this summer.
- The traffic "pork chop" at Wilder Lane and Platte Canyon Drive to make the intersection a right-in, right out only access point, will be installed when weather permits and the contractor can schedule the work.

Willowcroft Manor

- As of March 8, per clearance from the Columbine Water and Sanitation District, the Town has resumed issuing Certificates of Occupancy to all homes completed in Willowcroft Manor.

There are several issues still to be resolved/completed. They include:

- Coordinate the final sewer repairs with the sanitation district. They still have a couple of places that need to be fixed that the vibratory method did not fully work. They are planning to repair these few spots in the near future, this will require some road patchwork.
- Finish landscape and clean out the water quality pond
- Confirm/provide as-built documentation of storm, sanitary, and roadway improvements

Wild Plum Farm

- The Final Plan, Final Plat and Drainage Study have been accepted for processing and referred out to the appropriate agencies. The Design Standards with Architectural Elevations and the Construction Management Plan will be submitted next week. The Planning Commission meeting is scheduled for April 11th at Hudson Gardens.
- The Preliminary Plan and Plat mylars have been signed by Town officials and have been received by the developer for signatures and filing with Arapahoe County.
- An advisory committee comprised of one member from each of the three (primarily) impacted HOAs, and CAL Atlantic's design team have been meeting with a consulting architect to develop design standards for the project.
- The HOAs have also been solicited to provide comments and feedback on the Construction Management Plan.
- The applicant, with staff input, is preparing a roadway design concept for the intersection of Hunter Run Ln and Platte Canyon Rd. The plan has been submitted to CDOT for review.



Community Development, cont'd.

Platte Canyon Villas (KB Homes)

- The application was originally recommended for denial by the Arapahoe County Planning Commission. The applicant has revised their application by reducing the proposed density from 50 to 40 duplex/paired home units (20 buildings). The County Planning Commission heard the revised case on February 21st and recommended approval (3-2). The case is scheduled to be heard by the County Commissioners on April 4th.
- The Town has responded to the referral on all the revisions to the plan for this property. The primary concern is the traffic impact resulting from a single, un-signalized access onto Platte Canyon Road. The reduction in density does little to alleviate the problem.
- It is the staff opinion that, given the limitation on access, this site is not suitable for residential development unless it would be extremely low density and that is not a likely use. The property owners should reconsider the use and look to a non residential development that would not generate a significant amount of AM peak hour traffic.
- The Town Planer is available to attend the April 4th County Commissioners meeting if so directed.



Clayton Family Farms

- A proposal is being discussed with the Littleton City staff that would develop six single family homes on this site. When an actual application is submitted, the case will be referred to us and the Town staff will prepare a report for the Trustees. The tentative proposal would have two of the lots accessing Brookhaven Lane and the applicant has met with the Brookhaven HOA representatives.
- Staff will keep the Board informed on the status of this potential development.

Platte Canyon Road

- Staff is attempting to schedule a meeting of the Platte Canyon Task force in early April and will have a report on the status at your April meeting.

