

**GRAND JUNCTION CITY COUNCIL
ADDITIONAL WORKSHOP
JULY 31, 2006, 11:30 A.M.
TWO RIVERS CONVENTION CENTER
159 MAIN STREET**

11:30 a.m. **COMMUNITY DEVELOPMENT DEPARTMENT UPDATE:** Continuation of previous workshop discussion: (Please bring binder/report previously distributed.) [Attach 1](#)

12:10 p.m. **STRATEGIC PLAN UPDATE REPORT FROM TEAM #1:** (Evaluate zoning & infrastructure as tools to encourage development along major corridors) [Attach 2](#)

ADJOURN

FUTURE WORKSHOP AGENDAS [Attach 3](#)

TABLE OF CONTENTS

Overview of Department.....	1
2005 Project Wrap-Up.....	3
Organization Chart.....	4
Community Development	
Changes in Community Development	
Development Review Process Improvements.....	5
Counter Hours.....	9
Process Manual.....	10
New Staff.....	11
Submittal Standards for Improvement and Development.....	12
Submitting an Application for Development Review.....	13
Intake Process.....	14
Legal Review.....	15
Development Review Comment Form.....	16
Current Planning	
Flow Chart.....	22
Current Projects.....	23
Statistics.....	24
Workload Issues.....	26
Long Range Planning	
Jarvis Property.....	27
South Downtown.....	32
North Avenue Corridor Plan.....	34
Impact Study.....	35
Comprehensive Plan.....	36
Community Outreach	
Class on August 3.....	39
Updated Handouts.....	39
Planning Oversight Committee.....	40

Newsletter.....	47
Focus Group Report	
Focus Group to Address Code Revisions and Amendments.....	55
Code Amendment Process.....	56
Focus Group Report.....	57
Code Enforcement and Weed Update.....	62
Community Development Block Grant.....	67
Neighborhood Program	
Map.....	73
Overview of Program.....	74
Know Your Neighbor.....	75
Neighborhood Associations.....	75
Neighborhood Pride Grants.....	77
Neighborhood Projects.....	79
Website.....	79
NUSA.....	80
Mediation.....	81
Speeding Program.....	81
National Night Out.....	82
Neighborhood Forum.....	82
Neighborhood Signs.....	83
Infill and Redevelopment Program.....	90
Affordable Housing.....	97
Planning Commission.....	98

Overview of the Community Development Department

Overview of the Community Development Department

Thank you for this opportunity to present the Community Development Department activities to you. This binder is a review of not only some significant improvements to our process and our efficiency, but also an update of where we are and what we have been doing.

As you recall, in February of 2006 Bob Blanchard as the Department Head presented some thoughts about the department and some changes he wanted to implement. In early April Bob resigned as the Department Head and while we continued to implement the changes he noted to you in your February workshop, we also determined that additional work should be done.

Our goals were several:

- To reach out and communicate with our clients;
- To implement changes in the way we do business as a department;
- To address changes in our zoning and development code; and
- To improve the internal quality of the department.

I believe we have succeeded in meeting all of our goals, and the more opportunity we have to continue our work the more positive the results will be. I would like to take this opportunity to say thank you to:

Tim Moore, for doing such a great job of managing the Development Engineer side of the review process, and for working with the Focus Group.

Kathy Portner, for instituting the changes in our staffing and review processes, and for being the rock of stability for the department.

Jamie Kreiling, for being thorough, initiating change, and always being there for us.

John Shaver, for his ability to be flexible and willing to help.

And to the people who make this all happen, the staff of the Community Development Department.

As you read through the binder, please keep in mind that we are in no way “done” with our intent to be responsive, communicative and committed to improvement. In the near future we plan on focusing on the following areas in Community Development:

Training for both our staff internally and the clients of our process

Soliciting help for our development review process through an RFP

Beginning random quality review checks of our planning and development processes

Finishing the code amendments that have been brought to our attention

Hiring the new part time CDBG position in September

Addressing our budgeted plans as attached.

Please do not hesitate to contact me at any time if you have questions or concerns about

this information in this binder. We are very proud of our accomplishments but know that we have room to improve and we welcome feedback and suggestions.

Thanks for your time.

2005 Project Wrap-Up

Jarvis Property
Procedures Manual
24 Road Corridor Plan
ZDC Amendments

PROPOSED PROJECTS (NOT ONGOING) 2006-2007

2006

South Downtown / Riverside / El Poso Area Plan
5-Year Consolidated Plan (Mandatory to be adopted by June, 2006)
North Avenue Redevelopment Plan (consultant) - access, visual, amenities (Phase 1)
SSID Manual Update—Public Works

2007

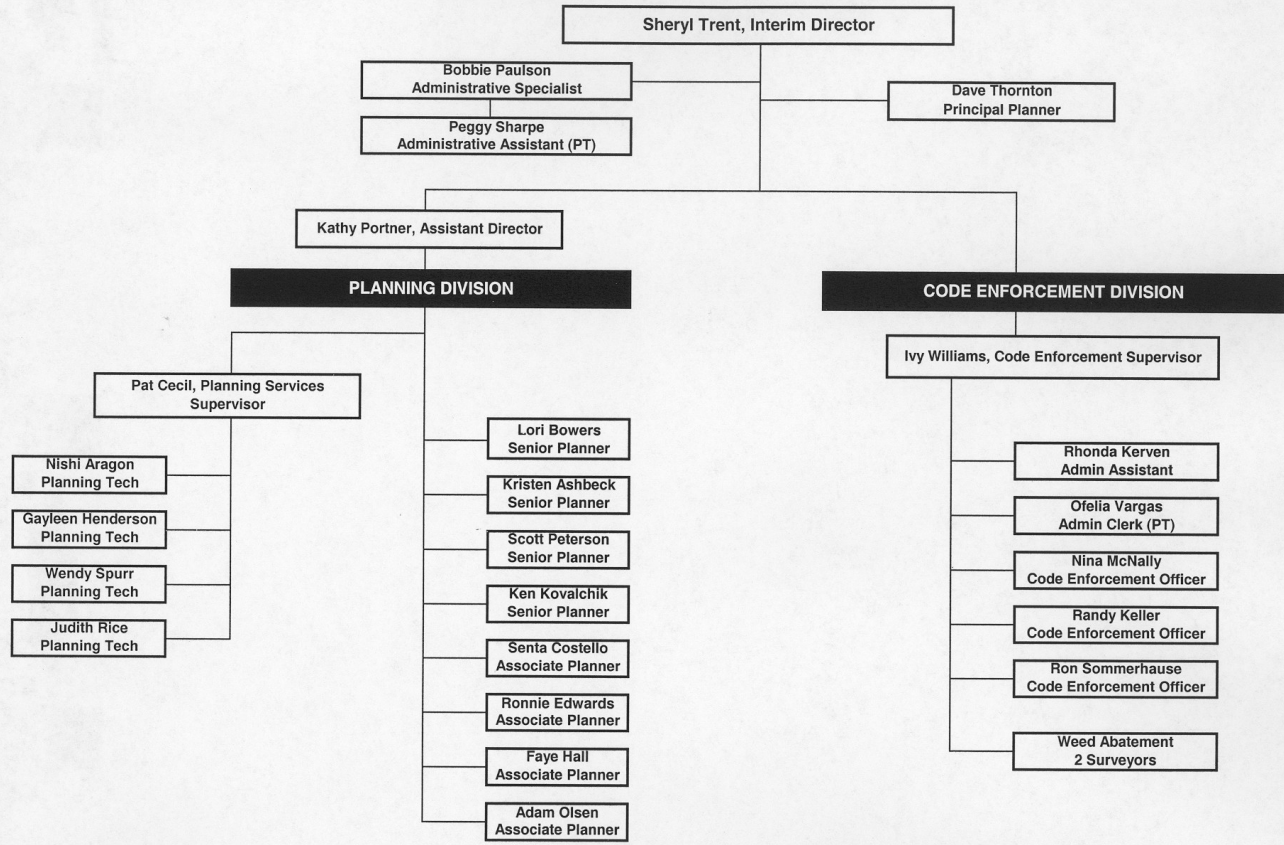
Community Appearance Standards / Telecommunications / Westside Downtown Plan
Implementation
Enclaves
29 Corridor Plan
Mesa State Area Plan
North Avenue Redevelopment Plan (consultant) - access, visual, amenities (Phase 2)
Downtown Plan

Prepare for Growth Plan Update—consider comprehensive plan versus growth plan. Early initial discussion with Dave Varley and Council

ONGOING

Development Review
Code Enforcement
CDBG
Historic Preservation
Zoning and Development Code Updates

COMMUNITY DEVELOPMENT DEPARTMENT



Development Review Process Improvements

The City of Grand Junction often gets feedback and comments about our development review process. Based on those suggestions, the Community Development staff has determined that several improvements will be implemented in addition to those that have already been changed. A short list of those are highlighted below. If you have any comments or concerns please call Sheryl Trent, Assistant to the City Manager at (970) 244-1448.

Goal: Improve the approach and attitude of staff

Change: Implement the Project Manager concept to give more personal responsibility and accountability to staff, to improve timeliness during the review process, and to improve review comments.

As of March 27, 2006 the Project Manager concept is implemented and in progress. We intend to continuously review it with the Community Development staff and our applicants to more fully understand the process. The Project Manager concept will give full authority and responsibility to the planner assigned to the project, and he or she will be held accountable for the project in total. That includes review comments, all of which are now the responsibility of the Project Manager. If legal has an issue that in the past would have held the project up in the time process, the Project Manager has the ability to indicate to the applicant that further review of certain documents is necessary, but can release the remainder of the comments. Additionally, the Project Manager will review all of the comments for consistency and accuracy, and they will all go out under that Project Manager's name.

Change: Implement a dress code

Change: Institute a positive atmosphere

A staff discussion has taken place about professionalism and especially how that relates to staff reports, staff presentations and personal dress. Staff has significantly improved the standard of dress. The public feedback as been that our public has noticed a change in attitude. Ongoing training has been undertaken as necessary.

Goal: Improve communication to increase the efficiency and timeliness of our review process

Change: Offer meetings when there are more than two rounds of review or where there may be misunderstandings

This has been implemented, please review the flow chart to determine where these meetings fit in the review process. Staff has been requested and informed that more meetings will be necessary to fully explain possible issues with projects. The response to these meetings has been very positive, and has brought to light several areas that we

need to help educate our clients.

Goal: Decrease the time between submittal and determination of completeness

Change: Improve the intake process

At this time, we have established the Project Manager process (see above) and have changed the submittal/intake process as of June 1. The Planning Technicians will complete a checklist to initially bring the submittal to the Project Manager, who then has the full authority and ability to accept or reject the project based on the SSID manual. What will change is that through education and the management of the project, more submittals should meet our standards and more consideration given to each individual submittal will be possible. We intend to track these submittals and the time between the front counter intake and the Project Manager determination of completeness in order to determine any remaining issues.

Goal: Decrease review time

Change: Establish mandatory deadlines for each round of review

At this time the Community Development Department has deadlines that are adopted as a part of the SSID manual. Those deadlines are followed. The issue of timeliness has been a concern not only of staff but our public and that is a topic that is high on our list to address, mainly through the management of the development review process.

Goal: Increase the quality of submittals, thereby improving the time between submittal and acceptance, and the overall time for review process.

Change: Better education for clients regarding the process - Offer a minimum of two training sessions per year regarding the code

Our first training session will take place on August 3 and will be coordinated with the BIC, offering a class for new or expanding business owners. Peter Krick will provide training on SSID to the surveying community, and the Public Works staff will provide SSID's training to a wide range of applicants. In addition, we will be updating all our brochures, coordinating a handbook to help explain development processes and codes, and publishing a community newsletter.

Change: Develop Process Manual for internal staff procedures

The procedure manual (new document) is nearly completed with final formatting of the document currently in progress. The document outlines processing procedures for the various planning applications in order to maintain consistency in processing and to be used as a training tool for new employees.

The final document is anticipated to be completed by August 1, 2006.

Goal: To improve communication during the review process by clearly delineating a

suggestion from a code requirement.

Change: Format of staff comments

The review comment form has been changed and implemented (please see separate information). It separates code requirements from suggestions, cites the code section in question, and requires the applicant to specify not only what changes have been made but in what part of the documents those changes have been noted for review. In that way staff will only review the noted changes, not the entire documents, and the applicants will be very clear as to what are requirements and what are suggestions. An example of a completed comment form has been finished and will be distributed for anyone submitting an application.

Goal: To increase responsibility and accountability of consultants

Change: Certification by applicant of changes

Not only will an applicant need to certify the changes in the comment form, the surveying forms have been amended, per the SSID manual, to have the applicant's surveyor sign and place their seal on a checklist that is specific to the requirements of the code. In that way a planner can know that the surveying requirements have been met and review them appropriately.

Goal: To encourage quality applications and timely review

Potential Change: Limiting the number of rounds of reviews

This has not yet been addressed but the concept is that, after the City fully implements the education and training as well as a new development review process, that no more than three rounds of comments will be allowed. It may be appropriate at a later date, should we continue to have problems of poor quality submittals, to indicate that after three rounds of comments the project is rejected and the applicant must resubmit a project for review.

Change: Front Counter Hours Changed

The Community Development Department front counters started operating with reduced hours on May 15, 2006. The counters are open to the public from 8:30 AM to 4:30 PM, Monday through Friday.

The purpose of limiting the counter hours was to allow the Planning Technician's time to complete data entry and processing of over the counter permit application (such as sign permits, fence permits, planning clearances) and counter general meeting requests in a timely fashion. Telephone calls are still accepted during the times of counter closure.

There are procedures in place for people to make arrangements to drop off application during the periods that the counter is closed by calling and making an appointment

ahead of time.

Since the initiation of the reduced hours, there have been no complaints received regarding the reduction of counter hours.

Goal: To provide better customer service on meeting notes

Change: Provide notes within 10 working days for over the counter meetings and 5 working days for all other meetings

This has been implemented and is in place. It is being tracked through Impact software.

Change: Implement a fee for over the counter, general, and pre application meetings

Staff found that many applicants were not canceling appointments for general meetings, and all of the preparation work and staff time was wasted for that period of time. With Council approval, a fee has been implemented of \$50, and will be applied to the overall submittal fee if the project goes forward. We are anticipating this will result in fewer missed appointment and a better use of staff time and resources.

Goal: Quality control of the development review process

Change: Establish a technical review team for random reviews of projects

This quality control issue has not yet been addressed, but management staff has been meeting on this specific issue.

Change: Exit interviews

The Community Development Department has conducted exit interviews for many years, and continues to solicit feedback and comments from our clients. This year the Chamber of Commerce formed a Planning Oversight Committee and the City Manager agreed to help fund a third party exit interview process. Georgann Jouflas has been working with the Director to choose 4-5 completed applications for in depth personal interviews each month. A report on that activity is included in this information under Community Outreach and Education.

New Hours for Customer Service

You may have noticed that the front counter at Community Development is now open from 8:30 - 4:30 Monday through Friday. Our staff still arrives at work at 7:30 and doesn't leave until 5:30, but we found that due to the amount of paperwork and processing there simply weren't enough hours in the day to handle the workload. So, while the counter is closed the staff is answering phones and processing all of the paperwork associated with the development review applications. If you need to drop off paperwork during the time our front counter is closed, please call ahead at (970) 244-1430 and set a quick appointment with our staff. Thanks for your understanding!

Process and Procedure Manual

The procedure manual is a new project for the Community Development Department. There was no written documentation of how jobs and certain procedures were to be performed, and most staff did not understand the job duties of other staff members. In addition, several new staff members joined Community Development over the last six months, both due to new budgeted jobs (Associate Planner and Senior Planner) but also due to a resignation (Senior Planner) and vacancies created by promotions and the addition of three full time temporary staff (two Interns and one Planning Technician).

Each staff member took responsibility for a section of the manual and the final document has been written. It is being formatted and should be completed by August 1, 2006.

New Staff Joins the Community Development Department

As a result of feedback from the community as well as an ever-increasing workload, the Community Development Department was authorized to add two new staff members in 2006. Adam Olsen is our new Associate Planner and joins us from the area of St. George, Utah. Adam has extensive experience with all levels of projects and his enthusiasm and great attitude are a welcome addition to our staff.

Ken Kovalchik is our new Senior Planner and worked most recently for Clark County (Las Vegas) Nevada. Ken has also worked and lived in several communities in Colorado and is glad to be home. He has a Master's in Urban Planning and also holds an AICP, the highest professional planning designation in the field. Ken will started on July 18, so make sure you stop in and say hello!

Judith Rice has been hired as a Planning Technician for the City and we are very pleased to have her. Her professional experience in the fields of planning and customer service are proving to be very useful at the front counter.

Justin Kopfman is serving as a Temporary Planning Technician and brings his great attitude to work every day. His customer service skills are exemplary and his sense of humor well appreciated.

Submittal Standards for Improvement and Development

The Submittal Standards for Improvement and Development were recently updated and improved through suggestions and feedback from our clients. Often called the SSID manual, or just SSID's, this is a guideline with checklists for anyone submitting an application for review. At your very first meeting with us you receive a checklist from the SSID manual based on the type of project you are considering. That checklist lets you know what you need to submit and how many copies are necessary to make. The manual describes in more detail the necessary paperwork and all of the explanations for your application.

The changes were made to simplify the process and streamline the application paperwork. Many items were removed or made more "common sense" to ensure that the most efficient and effective approach to submitting an application was possible. The checklists were shortened and the number of copies required was reduced as well.

Training classes were recently held with our local surveyors and engineers, and based on some comments in those classes minor changes will be made. Copies of the SSID manual are available on our website at www.gjcity.org or you can call (970) 244-1430.

Submitting an Application for Development Review

As an update on the development review process, the Community Development Department has changed the process for you to submit your application. A few things to note:

There is a new manual for Submittal Standards for Improvement and Development (SSID)

You now turn your application in at the front counter for Community Development and a Planning Technician will review that submittal immediately, with you present, to make sure the checklist items are included

That submittal then is forwarded to your Project Manager, who will review the entire application in detail to ensure it meets all of the SSID guidelines.

You will receive a call from your Project Manager outlining any problems or issues so that you can both talk.

The Project Manager makes the determination of acceptance of your submittal at that time.

The flowchart gives more detail as to the way an application is processed in development review. Please contact Sheryl Trent at (970) 244-1448 if you have concerns or questions.

Changes in the Intake Process

Many of the negative comments received by the Community Development Department had focused on our intake process for applications. As a result the Submittal Standards for Improvement and Development (SSID) manual was completely rewritten to simplify the process and the checklists. Additionally we changed the process of that submittal review, or what we call the intake process.

Under the new approach, the Planning Technicians will complete a checklist to initially bring the submittal to the Project Manager, who then has the full authority and ability to accept or reject the project based on the SSID manual. The Project Manager can, should a submittal not meet the checklist standards, work with the applicant to get the required documentation. Through communication, education and the management of the project, more submittals should meet our standards and more consideration given to each individual submittal will be possible. We intend to track these submittals and the time between the front counter intake and the Project Manager determination of completeness in order to determine any remaining issues.

Legal Review

Some of the focus of comments received by the Community Development Department were based on the legal review process. As a part of the Focus Group effort and based on long conversations with the City Attorney's office, changes have been made to our existing process. The Project Manager approach should help make Community Development staff more capable of directing a project and taking responsibility for the entire process, with the legal opinion taken as a part of that process.

Additionally, based on comments from clients that they often hear about legal issues late in the process, an outreach effort will be made to encourage applicants to sit down with the real estate and legal staff to place the more complex legal issues on the table early in the process. Even BEFORE an application is made to the City, an applicant can request a meeting with staff to talk about those types of issues that take a long time to solve, such as boundary line adjustments, easements, and other concerns.

Outreach and education is also a part of this process, because based on the documents submitted often those real estate issues are not even identified until late in the process. As we encourage applicants to get more detailed information to us earlier in the process these problems can be alleviated.

City of Grand Junction Review Comments

Date:		Comment Round No.		Page No.	
--------------	--	--------------------------	--	-----------------	--

Project Name:		File No:	
----------------------	--	-----------------	--

Project Location:	
--------------------------	--

Check appropriate box(es)	<input checked="" type="checkbox"/>	if comments were mailed, emailed, and/or picked up.
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Property Owner(s):	
---------------------------	--

Mailing Address:	
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Email:		Telephone:	
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Date Picked Up:		Signature:	
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Representative(s):	
---------------------------	--

Mailing Address:	
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Email:		Telephone:	
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Date Picked Up:		Signature:	
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Developer(s):	
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Mailing Address:	
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Email:		Telephone:	
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Date Picked Up:		Signature:	
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CITY CONTACTS

Project Manager:	
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Email:		Telephone:	
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Back up Planner:	
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Email:		Telephone:	
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City of Grand Junction REQUIREMENTS

(with appropriate Code citations)

COMMUNITY DEVELOPMENT

1. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:
2. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:
3. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:
4. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:
5. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:
6. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:
7. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:

8. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:

CITY DEVELOPMENT ENGINEER

1. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:
2. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:

CITY CODE ENFORCEMENT

1. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:
2. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:

CITY SURVEYOR

1. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:
2. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:

CITY FIRE DEPARTMENT

1. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:
2. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:

CITY ATTORNEY

1. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:
2. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:

CITY PARKS & RECREATION DEPARTMENT

1. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:
2. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:

CITY ADDRESSING

1. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:

2. Requirement:
Code Reference:
Suggestion:
Applicant's Response:
Document Reference:

CITY SUGGESTIONS

(options for better design, ways to meet Code requirements)

1. Suggestion:
Applicant's Response:
Document Reference:
2. Suggestion:
Applicant's Response:
Document Reference:
3. Suggestion:
Applicant's Response:
Document Reference:
4. Suggestion:
Applicant's Response:
Document Reference:
5. Suggestion:
Applicant's Response:
Document Reference:

Outside Review Agency Comments

Review Agency:
Contact Name:
Email / Telephone Number:
Comment:
Applicant's Response:

Review Agency
Contact Name:
Email / Telephone Number:
Comment:
Applicant's Response:

Review Agency :
Contact Name:
Email / Telephone Number:
Comment:
Applicant's Response:

Review Agency :
Contact Name:
Email / Telephone Number:
Comment:
Applicant's Response:

The following Review Agencies have responded with “No Comment.”

- 1.
- 2.
- 3.
- 4.

The following Review Agencies have not responded as of the comment due date.

- 1.
- 2.
- 3.
- 4.

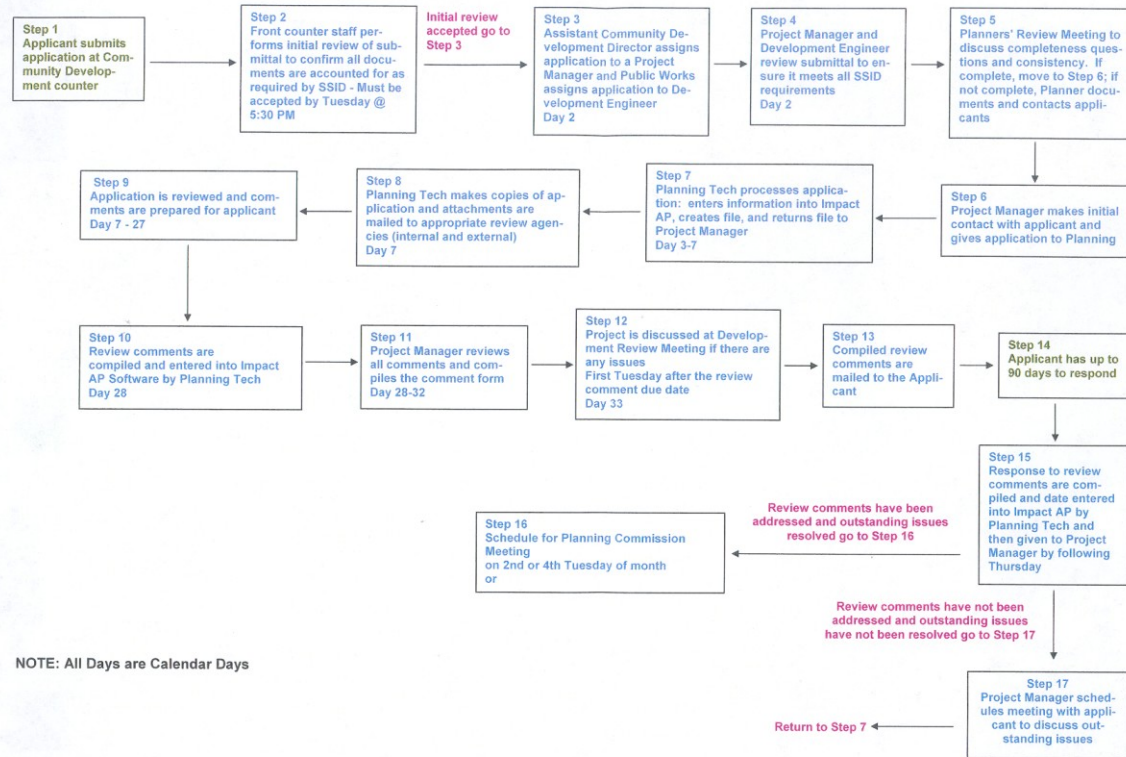
The Petitioner is required to submit _____ packets and label each with “**Response to Comments**” on or before _____. Please provide a written response for each comment and, for any changes made to other plans or documents, indicate specifically where the change was made.

I certify that all of the changes noted above have been made to the appropriate documents and plans and there are no other changes other than those noted in the response.

Applicant's Signature

Date

Development Review Flowchart



NOTE: All Days are Calendar Days

Current Projects

This table shows the number and type of building permits through May of 2006. So far, 440 residential permits and 170 commercial permits have been issued, which is significantly greater than the number of permits issued in 2003. New single-family homes, multi-family homes, and commercial developments have fueled most of this growth.

Through the Month of May 2006							
	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>
New Single Family	193	233	273	304	295	230	288
New Multi-Family	4	5	6	16	15	2	10
Mobile Homes	21	13	11	7	11	6	7
New Commercial/Industrial	28	18	24	15	30	26	41
Other Commercial	97	93	104	118	106	113	129
Other Residential	120	178	137	156	148	146	135
Misc.	106	132	114	78	124	96	128
TOTALS	569	672	669	694	729	619	738
TOTAL RESIDENTIAL	338	429	427	483	469	384	440
TOTAL COMMERCIAL	125	111	128	133	136	139	170
SUBTOTAL	463	540	555	616	605	523	610
PLUS MISC	106	132	114	78	124	96	128
GRAND TOTAL	569	672	669	694	729	619	738

Statistics

As a result of booming economic growth in the Grand Valley, applications for development are also rapidly increasing.

Development applications include a variety of requests such as new subdivisions and commercial developments as well as rezoning requests and annexations.

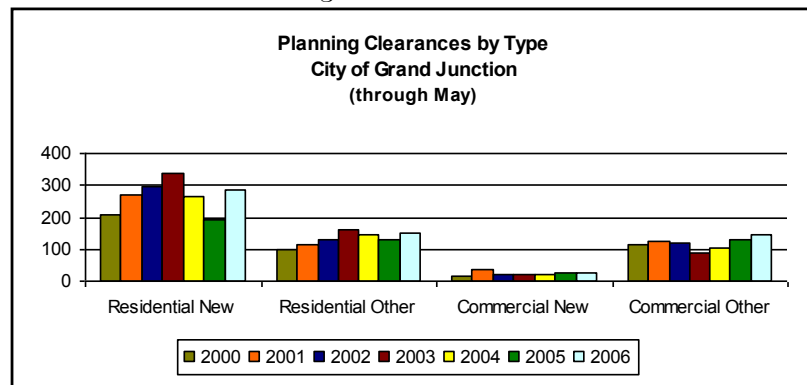
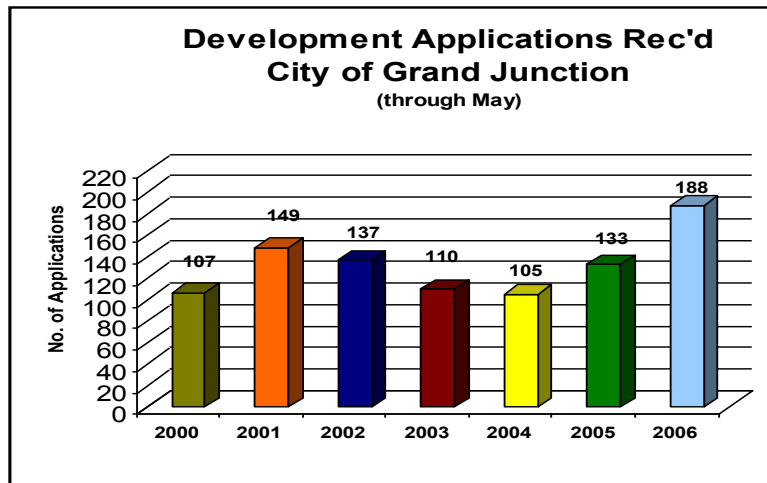
As the Development Applications graph (right) demonstrates, the number of these applications has surged in the last year, growing over 40 percent through May 2006 compared to the previous year.

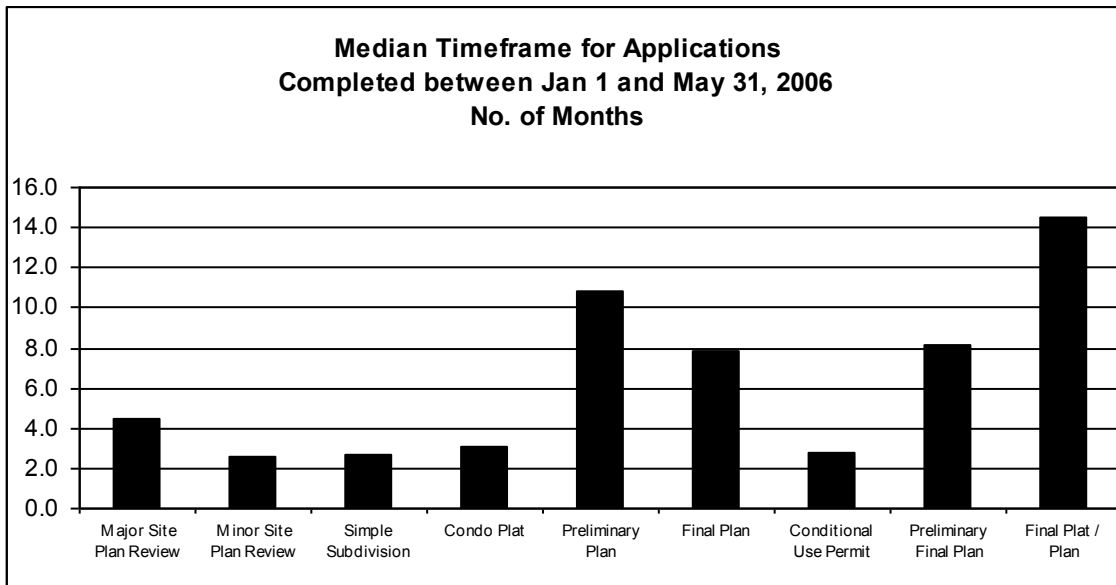
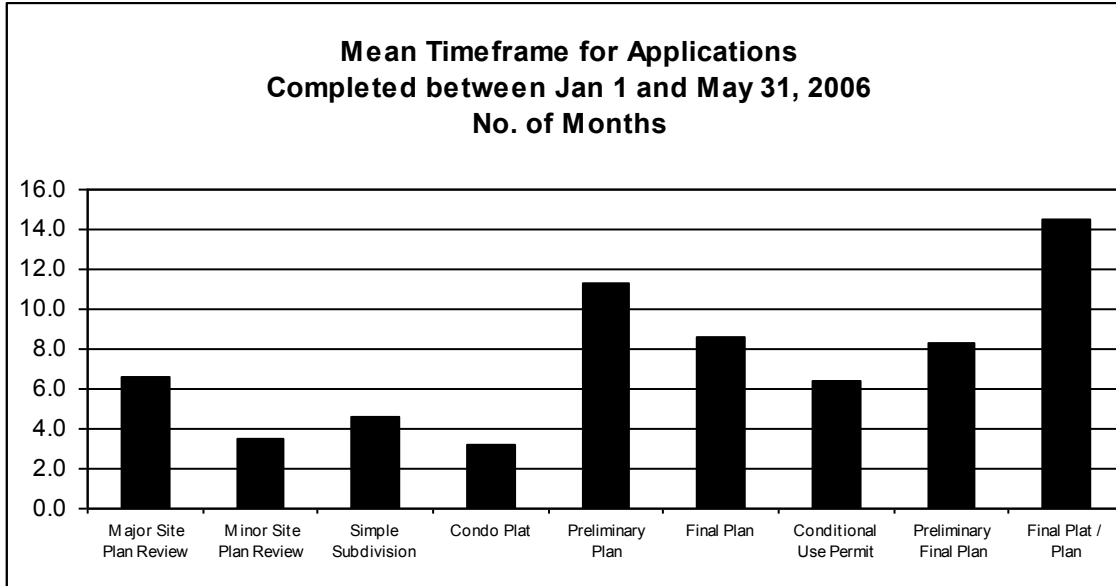
The Community Development Department is working to approve applications quickly in order to help meet the spike in demand for commercial and residential building.

The Planning Clearances graph (below) shows that all aspects of development have grown from 2005 to 2006 with clearances for new residential developments experiencing the largest increase. Clearances for new commercial developments have held steady in the past year, but applications for remodeling and expanding existing commercial buildings have increased significantly.

The average time for an application for a final plat to be completed after it has been submitted has been about a year and a half so far in 2006 while less complex applications such as minor site plan reviews have taken an average of about three and a half months to be approved this year.

The following page shows graphs of the timeframes for different types of projects which come through the department.





Workload Issues

As can be seen from the statistics, the workload of development review application has increased over 41% from the prior year at this time. We are anticipating even more complex applications as 24 Road development begins later this year and as the continuing infill in the 201 boundary causes developers to use more challenging sites (topographics, drainage, traffic, wetlands, and other issues contribute to the complexity).

While we have added two new staff members (an Associate and a Senior Planner) we are also employing three full time temporary positions - two Interns and one Planning Technician. We are also developing an RFP for planning review services that will have to be contracted to an outside agency. The workload is simply too much for the existing staff to handle and still be customer service oriented, efficient, and effective with as few mistakes as possible.

Jarvis Property

The City Council met in workshop on April 17th and May 15th to discuss the redevelopment of the Jarvis Property. General direction was given to proceed with working on the “prep” work the City could do on the property, including the flood control study, acquisition of in-holdings and land use and zoning entitlements. Following is a summary of the project.

Phase II of the Jarvis Property Master Plan commenced in July of 2005 to refine design concepts and identify cost implications associated with future development of the 63 acre City-owned property.

A design charrette was conducted in August of 2005, involving staff and City Council, to identify critical urban design framework principals for the refined master plan. A Resource Panel was convened in November of 2005 to gather input from local and Denver developers on the feasibility of the draft plan. Based on input from staff, City Council and the Resource Panel, the Conceptual Master Plan and Pro Forma were refined and revised.

The Master Plan includes 501 residential units and 103,000 square feet of commercial, industrial, and flex space. The Pro Forma analysis assumes the following for the residential component:

- 310 condominiums offered at market rate, with another 34 units offered at affordable rates, all ranging from 900 to 1,100 square feet.
- 143 townhomes, ranging in size from 1,400 to 1,600 square feet, including market rate, affordable and live-work units.
- 14 duplexes, 12 at market rate and two an affordable rates.

The Master Plan recommends the following “Next Steps” for the development of this property:

- Entitlement/Zoning Overlay
- Acquisition of Inholdings
- Power Line Relocation/Undergrounding
- Flood Mitigation

Entitlement/Zoning Overlay:

Currently the property has a Future Land Use Designation of Commercial-Industrial and Industrial. The property has a variety of zone districts on it, Industrial-Office, Heavy Industrial and Community Service and Recreation. The report includes a recommendation that the City change the Future Land Use Designation and zoning to be consistent with the proposed Master Plan. The zoning, most likely a Planned Development zone district, should specify the allowed and prohibited uses, the density, the floor area ratios, and generally

establish the framework for the vision set forth in the plan.

Acquisition of Inholdings:

There are several properties in the Hale Avenue area that the report recommends be acquired for the redevelopment. The Master Plan responds to the configuration of the inholdings ensuring that proposed building locations are not sited atop the property lines. However, the local street network and transmission tower realignment do encroach on the inholdings. Two existing brick structures have been incorporated into the Master Plan, framing the entrance into the Jarvis site.

While the location of the asphalt emulsions plant does not interfere with the site design, there is some concern that its proximity to the redevelopment area will be a detriment. The plant has been incorporated into the proposed industrial flex-space north of the Riverside Parkway. However, there are odors associated with the operation. Although there are scrubbers that can be incorporated into the facility, there will likely always be odors. In addition, there might be issues with the “blast zones” of the tanks for the location of housing south of Riverside Parkway.

Bury/Relocate the Power Line:

The magnitude and cost of the project to relocate or bury the power transmission line makes it more likely to be a project the City would have to accomplish early in the development process. By doing so, it may increase the level of interest from the development community. Otherwise the level of interest would be narrowed to those with substantial investment capital.

The 1% Excel Underground Fund may be used at least in part to underground the overhead transmission lines. This is the fund that Xcel manages and sets aside 1% of the gross electrical sales for the purpose of converting overhead facilities to underground. It is not used to relocate existing overhead facilities. The current 10-year financial plan for the fund would indicate enough reserves to pay for significant portions of the improvements in approximately 2012, but it would require some substantial reprioritization of the existing undergrounding projects.

Site Fill & Flood Protection:

“Site fill” is the item to construct a flood levee on the east side of the river (Jarvis), while “Flood Protection” is intended to address floodplain issues on the west side (Rosevale).

The site fill item includes two major components; the flood levee along the east side of the river and the structural backfill behind the flood levee. The amount of

material for these two items is very substantial and as such, the price is very sensitive to the available markets.

One of the lessons learned from the Design/Build process of the Riverside Parkway was the lack of cheap structural backfill material in the permitted gravel pits. As the City moves forward to complete the Parkway, this resource is likely to be stretched thin. The cost estimate in the Jarvis Plan reflects prices we would expect to pay today (i.e. from Phase I, Riverside Parkway). However, the cost after phases II & III of the Parkway for such a large quantity could see as much as a doubling of the cost, or an additional \$3M. The bid opening of phase III later this fall would allow the city to better understand this cost.

Flood Levees:

The flood levee is a project that will require extensive engineering and permitting from the Army Corps of Engineers if it is: a) federally funded; or, b) if the flood levee crosses any wetlands or the flood improvements fall below the “normal high water” elevation.

The Corps has recently communicated with staff that there is very little likelihood of federal financial participation in any phase of a flood levee project, unless it is a congressional earmark. The reason for this is that all available resources are being diverted to Louisiana, Mississippi and other areas hit by last year’s hurricanes. Therefore, this narrows the financial commitment to the City and/or developer if we do not pursue a federal earmark.

Assuming there is no federal financial participation, then it is theoretically possible for the City to construct a flood levee on the Jarvis side without Corps involvement. However, FEMA regulations may require specific engineering analysis resulting in flood protection on the Rosevale side of the river, if the rise in the floodway (i.e. main channel) is greater than one (1) foot. It is unknown at this point if the rise of the river elevation is less than one foot if a levee is only built on the Jarvis side of the river.

Assuming a levee is built and there is a need to formally remove sections no longer within a floodplain, then the City would have to pursue a “Letter Of Map Revision” (LOMR) with FEMA, for which a significant amount of engineering analysis will be required.

Flood Protection (Rosevale):

This item addresses the flood protection along the west side of the river or the Rosevale neighborhood. The cost estimate reflects either a flood levee, or raising individual structures above the 100 year floodplain elevation. The relative value of the property affected by the floodplain is roughly \$10M, which would suggest a levee is more of a value to remove a larger area from the floodplain. However,

the levee would require the 404 Corps permitting, but raising individual structures would not likely require the Corps permitting.

Staff would recommend the city assume a flood levee on both sides of the river and thereby be required to prepare for an extensive 404 Army Corps permitting process. This approach would also address FEMA requirements, including the LOMR. Staff estimates the time involved for the design and permitting process is about three to four years.

The scope of the improvements, the relative significant public involvement and impact, plus the cost of such an effort would likely best be accomplished by the City. It may be possible for the City to lead the design and permitting process and have the developer at our side to complete the improvements, but asking a developer to undertake such an effort, including the levees, would take considerable upfront resources and limit the number of interested developers. Therefore, staff recommends the City seriously consider making the flood protection improvements upfront.

Pro Forma

The conclusions contained in this section of the report are quite optimistic and provide a different picture of the feasibility of this development than earlier drafts. The pacing of the development of the project is now spread out over only eight years from start to finish, as outlined on page 35 of the report. The categorical cost of development over that period equals \$107 million detailed on pages 32 and 33. The revenue side of the project and the net cash flow over the same eight years equals approximately \$110 million, and includes the one time sale of all of the commercial property at the end of the eighth year for \$9.45 million. These projections are found on pages 36 and 37 of the report and show a net cash flow of approximately \$3 million at the conclusion of the project.

The developer's profit that is built into the project throughout at \$7 million together with the net cash flow at conclusion totals a project profit of \$10 million when the dust is all settled. This may be enough to attract a developer, but this is where the issues and concerns begin. The project suffers from a negative cash flow the first three years of over \$17 million, before turning positive in the fourth year and thereafter on page 37.

The report concludes at the top of page 42 that..."As currently projected the project does not need public financing because it generates \$2.9 million in surplus revenue." They suggest that only a \$300,000 initial investment is required by the City for the acquisition of in-holdings in the development area. Our Public Works department disputes this conclusion as stated elsewhere in this staff report, mainly due to flood mitigation timing and costs, power line relocation timing and costs and the odors produced at the adjacent asphalt plant (making residential use at all very difficult). The report does not deal with the presences

of the asphalt plant and claims that the flood mitigation and power line relocation can be successfully funded and constructed during the various development stages of the project.

The first major question and concern has to be whether or not we have to spend over \$10 million up front for the flood mitigation and power line relocation before we can get a developer to consider developing the rest of the property?

The second question is whether or not the City desires to create some form of Special Improvement District such as an Urban Renewal Authority and TIF district for 30 years

to pay back the City for any upfront costs and for the land involved, and/or generate resources to pay for other area urban renewal type improvements? The consultants believe a public financing district may not be needed for this project, as much as for future redevelopment opportunities.

If this project proceeds with millions of upfront City investment, we may need an improvement district to pay ourselves back. The bonding capacity created by these special districts as outlined on page 48, Table 12 is shown at build out at the end of year 8, and certainly not year one. Revenue generated by these public financing mechanisms start very slow in the early years and of course property tax increments take two years after the improvements are built to generate any resources, so resources from any TIF is very slow in developing. Also, all of these public financing district options are area specific, and we are not allowed to move resources generated in one district to another area of the City, unless the funds are part of a repayment for initial costs incurred by the City in the development area.

SOUTH DOWNTOWN PLAN

Land Use Kick-Off / Las Colonias Plan

SOUTH DOWNTOWN STUDY AREA

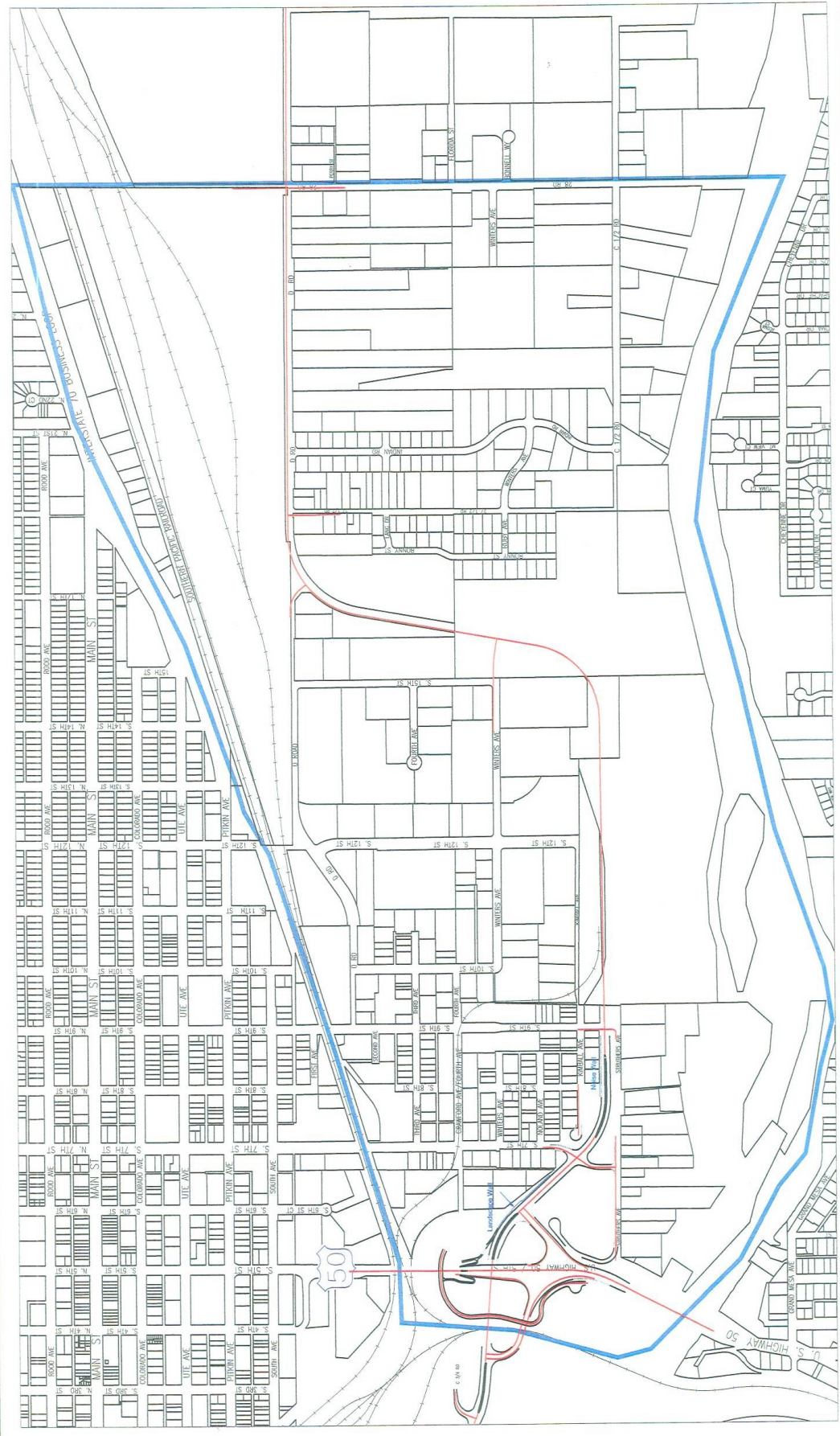
RR Tracks West of 5th Street to 28 Road and RR Tracks to River (see attached Map)

The City has hired the consulting firm EDAW under 2 separate contracts to 1) Initiate the South Downtown Plan planning process for the Community Development Department; and 2) Complete a Park Master Plan for Las Colonias for the Parks and Recreation Department.

For the South Downtown Plan, EDAW will be conducting general information collection, an existing land use inventory, general area analysis and a 2-day on-site charrette to solicit community input on potential scenarios for land use in the south downtown area. EDAW has already made one site visit for data collection and meetings with various community members/entities. It is anticipated that the land use/vision charrette will be held in early to mid August 2006. EDAW will complete a follow-up results report/graphics.

Upon completion of the charrette, Community Development Department staff will continue work on the South Downtown Plan with completion anticipated in August/September 2007. Staff is presently developing a detailed workplan for the remainder of the project.

SOUTH DOWNTOWN



DATE: 10/12/10
DRAWN BY: [Name]
CHECKED BY: [Name]
APPROVED BY: [Name]

Riverside Parkway

33

North Avenue Corridor Plan

The 2006 budget for Community Development included funding for a consultant to begin the framework for a North Avenue Corridor Plan. This plan will be phased, possibly into two areas of North Avenue, 1st to 12th Streets and East of 12th Street. At this time an RFP is being developed and should be issued by the middle of August so that a consultant can be selected and begin work in the 3rd quarter of 2006 on Phase I. The plan will include all areas of consideration: traffic, transportation, ingress and egress, street design elements, facade improvements, landscaping, pedestrian and bicycle use, needs of the community, and other issues.

Impact Study

At this time staff is awaiting a cost proposal from Tischler Bise, who has made one site visit and interviewed a number of Mesa County, City of Fruita, and City of Grand Junction staff and policy makers. Once that scope of services and the costs thereof have been identified, staff will make a recommendation to the City Council regarding that impact of growth and annexation study. This may tie into the comprehensive plan discussion.

Comprehensive Plan Information

A comprehensive plan is a written document that identifies the goals, objectives, principles, guidelines, policies, standards, and strategies for the growth and development of the community. It could be considered the umbrella plan over all the other plans the City has developed and implemented. The land use plan (often referred to as the Growth Plan in the City of Grand Junction) is one element of a comprehensive plan, as is our Urban Trails Master Plan, our Parks Master Plans, and our Transportation Plan. Every policy decision is driven by the comprehensive plan, as is our long term Capital Improvement Plan.

A comprehensive plan provides a broad, general overview of the physical development of our area. In this sense, it reviews past development patterns that have led to our present conditions, and then provides a long range, futuristic view (usually 15 -25 years) of how we should develop or redevelop. In simple language, a comprehensive plan is the policy that tells where we have been, where we are now, where we want to go, and how we are going to get there. However, it is not an end product and should be considered a flexible, evolutionary guide that is able to accommodate change as necessary.

The following is a statement of purpose from Benton County, Washington and their comprehensive plan:

“This Plan seeks to preserve those elements of the natural environment and the local custom and culture that are the essence of the quality of life for county residents. Simultaneously, it seeks to facilitate, even encourage economically productive use of the land/resources base in order to provide the prosperity which enables the enjoyment of a quality life.”

[History of Comprehensive Planning in the United States](#) The comprehensive plan has its roots in the governmental reforms of the late 19th and early 20th centuries. The U.S. Department of Commerce Advisory Committee on Planning and Zoning institutionalized comprehensive planning in the Standard Zoning Enabling Act of 1926 and the Standard City Planning Enabling Act of 1928. Since the 1920s, the Judicial System had consistently affirmed government’s right to plan in order to provide for the public good and that the overall public good takes priority over individual desires.

[Elements of a Comprehensive Plan](#) Usually comprehensive plans address the following elements, and while the overall plan has a view of 15 – 25 years, the elements (especially the Land Use element) may have much shorter time frames, such as 5 – 10 years:

- Issues and opportunities
- Economic development
- Intergovernmental cooperation (including the Persigo agreement)
- Land use
- Housing
- Transportation

- Utilities and community/public facilities
- Agricultural, natural and cultural resources

May address:

Goals, objectives and policies for the immediate and long term enhancement, growth and development of the community;
 Existing and proposed land uses and their intensity;
 Natural resources;
 Sensitive environmental areas;
 Population, demographic, and socio economic trends;
 Transportation facilities (including airports);
 Infrastructure;
 Parks and recreation;
 Other governmental plans and regional needs;
 Proposed means to implement goals.

Benefits of a Comprehensive Plan Possible benefits of a comprehensive plan:

- Provides a process for identifying community resources, long range community needs, and commonly held goals;
- Provides a process for developing community consensus;
- Provides a blueprint for future governmental actions.

Persigo Agreement The 201 Sewer System was created in 1979 by agreement between the City of Grand Junction and Mesa County and later supplemented by agreement in 1980. In these contracts, the City was given complete authority to manage the sewer system. Since the City was the historical provider of sewer collection and treatment services in the urban area, this assignment of authority was logical. The sewer service area was defined in the late 1970's. At that time the Persigo Wastewater Treatment Plant was under design. The 201 Sewer Service Areas include most of the urbanizing area in the central part of the Grand Valley. The City provides sewer service, which collects sewage for delivery to Persigo. System users inside of special district boundaries pay an additional charge to the sanitation districts for these sewer services. The City and the County, in 1998, renegotiated the 1980 agreement concerning growth and joint policy-making for the Persigo Sewer System.

The comprehensive plan could integrate the agreement known as the Persigo agreement into the overall planning process for the Grand Valley. It is clear that the Persigo agreement, adopted in 1998, needs to be updated and reviewed with our growth patterns and land use development re-evaluated and addressed.

Sample Objectives Each element of the comprehensive plan would have specific objectives.

Some sample objectives of the Land Use Element of the Plan could be:

- To examine past, present, and anticipated future land use trends,
- To make efficient use of available land and proper re-use and expansion of existing land uses (this means to discourage expansion of those uses which are seen as being detrimental to the plan's recommended pattern of development, i.e. high density residential development would be discouraged in certain areas and in areas lacking public sewers and poor soils),
- To protect, preserve and enhance residential neighborhoods and environmentally sensitive areas,
- To rationally accommodate new industrial, commercial, residential and other development,
- To avoid land use mistakes of the past,
- To encourage and promote past, desirable land use practices,
- To stimulate and provide new policy direction and land use techniques,
- To strike a balance between a pro-development policy and an anti- growth policy, and
- To provide a policy statement to serve as a guide and reference for land use issues.

Timeframe and Budget If the City Council were to determine a comprehensive plan were appropriate for the City of Grand Junction, it would be an opportunity to partner with other governmental agencies throughout the Grand Valley. If we pursue an impact of growth study that would be a good base of information to then begin the comprehensive plan. The timing would be 18 - 24 months, and the cost may be in the \$250,000 range, depending upon the elements included and how much of the work can be done by staff. We would want to bid the process, possibly bringing in sub bidders to work on the specific elements.

Class on August 3

The Community Development Department is offering a class to help small business owners expand or remodel. The class will be held at the Business Incubator Center from 9 AM to 11 AM on August 3, 2006. Grand Junction will be teaching a class at the Business Incubator Center from 9 AM to 11 AM. The class will cover the things to know when you are considering a remodel or expansion of your business, such as code guidelines, regulations, and other issues. Additionally, participants will learn about the review process for business projects and be able to ask questions and voice concerns. Class size is limited to 20 participants, and the cost is \$10.

Updated Handouts

We are currently creating new handouts for customers regarding common zoning and development issues. Drafts of the following handouts have been completed so far:

- Fence Requirements (also available in Spanish)
- Group Living Regulations
- Home Occupations
- Parking Requirements
- Residential Sub-Units and Accessory Dwellings
- Sign Requirements
- Telecommunication Regulations
- Temporary Use Permits

Copies of these brochures are available in the envelope in the back of this binder. We are also working on updating cover sheets to make SSIDs packets more accessible to our customers. Copies of the following drafts are available in the front pocket of this binder:

- Annexation
- Condominiums
- Growth Plan Amendment
- Major Subdivisions
- Rezoning
- Simple Subdivisions

Planning Oversight Committee

As a result of the Listening to Business Program held in late 2004 and early 2005, many significant changes have been made in the way the City of Grand Junction interacts with our business community. The City agreed to partner with the Chamber of Commerce in an exit interview study that began in January of 2006 and will conclude in July of 2007. Georgann Joufflas is conducting those exit interview with Community Development clients and the Chamber has formed a Planning Oversight Committee to review the results.

The Chamber has developed an interim report on that project (which is attached) and will also do an interim report in January of 2007, and a final report in July of 2007. The exit interviews are very positive and show two main areas in which we need to improve or change our services:

The timeliness of our review process, and
The communication between our staff and our clients.

While we will never be as timely as our clients would prefer us to be, we feel that the changes we have made to our review process will facilitate a smoother, more efficient and effective, and far more customer service oriented application review. The future exit interviews should reflect that improvement, and we are looking forward to continuing to work with the Chamber and local businesses to better serve their needs and be responsive to their issues.

Planning Oversight Committee

Interim Report
July 13, 2006

PLANNING OVERSIGHT–INTERIM REPORT

In 2005 The Listening to Business program interviewed 100 businesses to determine opportunities and risks within the Mesa County economy. While the resulting report showed a positive trend in local company growth, this optimism was tempered with the fact that 69% percent of the companies interviewed felt that there are barriers to growth in Mesa County. The most common barrier mentioned was that planning and building departments were perceived as difficult to work with. Common comments were that planning requirements make projects unaffordable, planning department personnel were viewed as adversarial, and the entire process takes more time than anticipated. All of these perceived problems add to the cost of any project adding to the cost of doing business in Mesa County.

As a result of these findings the Grand Junction Chamber of Commerce, the City of Grand Junction, and Mesa County convened a planning oversight committee intent on uncovering the specific issues causing concern with the planning process and creating solutions to the identified problems. In January 2006 the Planning Oversight Committee (POC) began conducting interviews with entities that had recently been through the planning process with the City of Grand Junction. The survey concentrates on three areas:

- People (planners, engineers, fire inspectors, and legal),
- Process, and
- Code.

The survey is based an instrument used by the city in 2001 allowing some historical comparison of the results. This interim report is based solely on data collected from applicants to City of Grand Junction Community Development Department.

WHAT WE LEARNED-PEOPLE

Planning Staff

The Listening to Business survey pointed to the “adversarial” attitude of the planners as one of the primary issues with the planning process. The POC’s more in depth survey revealed few complaints about the professionalism and attitude of the planners themselves. Most respondents found the planners to be pleasant and knowledgeable.

The area where the majority of respondents (61%) felt there was a weakness with the planning staff was in their ability to communicate the status of the project throughout the planning process. Forty-eight percent did not feel that the written comments from the various city agencies were well coordinated, as well.

When asked about specific weaknesses of the planners, 40 percent did say that the planners needed to use common sense when applying the code and not be so “black & white” when applying the standards. This problem primarily, but not exclusively, referred

to the SSID submittal checklist's high rate of rejection for trivial items that could quickly be resolved with direct communication.

All of the areas surveyed had markedly improved when compared to 2001 statistics except in communicating the status of the project throughout the process. Seventy-four percent of respondents felt that the Community Development Department (planning staff) treated them fairly.

Engineering Staff

A third of those surveyed felt that the engineers made demands (not suggestions) for changes in their projects. These changes required re-engineering of the projects and, thus, increased the cost. Most of these clients felt that many of the city engineers' demands (suggestions) were merely a way to redesign the project, based on opinion not necessarily code. Comments were made about the planners' lack of authority over the engineering staff.

Legal Staff

Legal was the one area surveyed where clients did not comment and if they did it was primarily negative. The legal staff was seen offering too detailed review that was not necessary on most projects. Their suggestions were viewed to be based on opinion not necessarily code. Comments were made about the planners' lack of authority over the legal staff.

Fire Inspector

The city Fire Inspector received primarily positive feedback.

Non-city review agencies

Most of those interviewed did not comment on specific outside agencies citing that comments received from these agencies were just "boiler plate" response limiting liability. If there were concerns over the specific agencies, those interviewed felt that the city had no control over any of these outside agencies.

SUMMARY OF PEOPLE ISSUES

The POC survey revealed that the adversarial attitude previously attributed to city planning is more a **frustration with the engineering and legal staff**. The planners were seen to have **no authority over any city review agency**, and thus **lacked control of projects** and therefore were **unable to provide timely feedback of the status of projects**. The SSID project completeness check-in was seen to be punitive and **lack common sense**.

CITY'S RESPONSE

The management team in Community Development (CD) has implemented a number of procedural changes related to the development review process in an effort to more effectively provide project review and manage the CD Staff. These changes provide Planners (now Project Managers) with more authority to lead the development review process and have built in a new level of accountability. A summary of the changes are as follows:

Planners move into a more traditional project manager role:

- Expectation that projects are to be moved expeditiously through process.
- Project Managers have decision making authority related to the projects.
- New review forms created to distinguish requirements from suggestions.
- Reference specific sections of Code as basis for comments on review forms.
- Define roles for Attorneys, Surveyors, and Engineers.
- Direct and more frequent communication among applicant/owner/design team.
- Identify red flag issues as early as possible, and communicate to management team.

Weekly meetings:

- Tuesday morning meetings – provide a review of the Project Managers’ review.
- All review team members are required to be present and engaged.
- Opportunity for all planners (project managers) to communicate the decisions being made regarding interpretation of code on each project. This should lead to consistency in code application.

Project Tracking:

- Measure how projects are progressing through the system.
- Identify and address delays in a proactive manner.

More active involvement in the management of outside review agencies’ responses:

- Actively monitor progress of these agencies.
- Applicant now has ability to work directly with a specific review agency earlier in the development review process.

Relationship with internal review process:

- Build trust among all internal departments.

Project check-in:

- Planning Technicians complete the initial submittal check-in using the revised SSID’s checklist.
- A member of the Management Team receives complete projects from Technician and assigns them to a Planner (Project Manager).
- Project Manager reviews and issues the final acceptance and begins the initial review.

Consistency review and quality assurance:

- Use of administrative regulations.
- Tuesday morning meetings to communicate how code is being applied
- Running list of potential code changes/clarifications for annual review.
- Propose Code revisions to Council at least once per year.

New experienced staff added

- Two new staff members in will be online by July 2006 to handle an ever-increasing work load.

SSID manual updated

The Submittal Standards for Improvement and Development (SSID) were recently updated and improved through suggestions and feedback from clients

WHAT WE LEARNED-PROCESS

Almost all interviewed felt that they understood the requirements of the planning process, that the application requirements were easy to follow, and the information requirements were reasonable. Though they felt they understood the process, sixty-four percent of those interviewed did not expect the significant cost and time required of the process. Few of those interviewed had to go through Planning Commission or City Council hearings and there were not significant complaints with this part of the process.

The biggest complaint about the planning process was that the process took too much time. Seventy percent of those interviewed did not feel the process took an acceptable amount of time. Most of the time delays were attributed to a too detailed initial review process. Applications were seen to be rejected for silly things that could be resolved with a simple phone call. Detailed legal review of items that were not explicitly required by code was also thought to cause delay.

CITY'S RESPONSE--PROCESS

The changes outlined above were designed to address the timeliness issues as well. In addition the following changes were designed to expedite the process as well:

Pre-submittal Legal Review

Legal Staff has developed a process that would allow Applicants to hold an initial meeting with Legal/Surveying Staff prior to actual project submittal to identify red flag issues, and when possible, provide Applicants with options for resolving these issues.

The review is optional.

Many title, legal, and survey issues regarding properties delay projects. When identified early, a project is less likely to be delayed.

Changes in the Submittal Standards for Improvement and Development (SSIDs)

Changes were made to simplify the process and streamline the application paperwork.

Many items were removed or made more "common sense" to ensure that the most efficient and effective approach to submitting an application was possible.

The checklists were shortened and the number of copies required was reduced.

Project check-in

Planning Technicians now complete the initial submittal check-in using the SSIDs checklist.

Project Managers review and issue the final acceptance and begin the initial review.

Planning Training Classes

In an effort to address the perceptions and expectations of those going through the planning process for the first time, the city will begin classes this fall.

The classes are designed to let future clients know exactly what goes on during the development process and what they will be required to do.

These classes should create realistic expectations and reduce the frustration of those unfamiliar with the process.

WHAT WE LEARNED-CODE

The majority of those interviewed did not feel that the objective of the planning code was apparent in its application. Sixty-seven percent did not see the code as being flexible enough for unique projects or situations. Fifty-eight percent did not perceive the requirements and cost of the planning process to be consistent with the size and scope of the project.

Landscaping requirements were perceived as not realistic according to the size, location, and use of the project. (75%) When asked what changes could be made to improve the code, the majority of comments were regarding the landscaping requirements. Specifically, landscaping requirements were viewed as overwhelming especially in regards to our desert climate and drought situations. Landscaping was also seen as adding significantly to the cost of developing industrial sites.

There were also concerns voiced about adding flexibility to the code, especially when upgrading existing buildings. Current landscaping and parking requirements make upgrading existing sites impossible.

CITY'S RESPONSE—CODE

The changes in the planning process outlined above include built-in processes for consistent application of code and procedures for code review:

- Use of administrative regulations.

- Tuesday morning meetings to communicate how code is being applied

- Running list of potential code changes/clarifications for annual review.

- Propose Code revisions to Council at least once per year.

The city has also convened a focus group to discuss planning issues. This group is composed of developers, engineers, architects, and community leaders concerned about the planning process. This group has reviewed concerns with the planning code and has made discussed the following common issues to date:

Non-Conforming Sites

In an effort to encourage the upgrade of existing structures, the group discussed the Code requirements for both remodeling and expansion of existing structures—specifically related to section 3.8 B of the Zoning and Development Code

Landscaping Requirements

Landscaping requirements were revised in late 2002, but the focus group is looking into making further recommendations regarding changes in these requirements.

In addition to the issues identified above, the Planning Focus group is also working on Minimal Lot size and Dimensional standards, though this issue had not been directly identified though the POC survey

OTHER DEVELOPMENT EXPERIENCE

Many of those interviewed have worked with the city more than four times. Several have

worked with other jurisdiction including Mesa County, Delta County Garfield County. In comparison to other jurisdictions, the city's process was viewed to be significantly slower (65%). In comparisons to other aspects-- ease of working with staff, planning commission, and city council--the city was viewed as easier to work with by those offering opinions.

Evaluating their overall experience with the City's planning process, 26 percent of those interviewed viewed the experience as positive, 48 percent saw experience as O.K., and 26 percent found the planning process to be a negative experience.

When looking at the data collected in 2006 as compared to the same information collected in 2001, the city has improved in every aspect except:

- All questions pertaining to length of time in the review process.

- Planning staff keeping applicant informed of status of the project throughout the process.

The Planning Oversight survey began January 2006 and will continue through June 2007. This report was based on one-third of the surveys being completed. Another interim report will be issued in January 2007. At that point we will have some basis of comparison to determine whether the changes being implemented are effective.

See Newsletter
Provided Separately

Focus Group to Address Code Revisions and Amendments

The City of Grand Junction has established a Focus Group comprised of a wide range of customers of the development review process. A representative from the Chamber of Commerce, the Builders and Realtors Coalition, the Homebuilders Association, the Associated Members for Growth and Development, a local engineer, a local architect, a local surveyor, a local lawyer and a local developer also participate in the weekly meetings. The focus of the group will be the following items although other areas will be addressed:

- non conforming sites
- landscaping code for commercial and industrial sites
- preliminary and final plat approval process
- urban trails
- minimum lot size
- town home ordinance
- attitude and bias of the City staff
- legal review timeframe and content
- outside review agencies

The Focus Group has met weekly since the beginning of April and plans to proceed through staff, Planning Commission and City Council to begin the process of amending the code. The entire current code can be found on www.gjcity.org

Code Amendment Process

The Focus Group report attached lists a number of potential changes to the code. In addition to these, staff has generated several areas of the code that should be addressed, and the Planning Commission has also raised issues and areas of concern. Staff will bring these issues in general concept to the City Council at the August 14, 2006 workshop session in order to inform the Council and get some feedback and policy direction. Staff will not have the proposed text changes at that time, as they will be brought back to the City Council in a formal setting. A packet will be prepared for the August 14th workshop that will address the concerns and/or issues with the code, which clients are most concerned, feedback from staff, and suggested changes (if any) to the code for the City Council to consider. Most of these suggestions are policy issues, while a few of them are more administrative in nature. Given the policy direction from the City Council, staff plans to present the text language in September and October.

As a part of this process, the proposed text changes will be heard by the Planning Commission in a public hearing as well as the City Council in a public hearing. Staff intends to advertise these changes not only to the clients of our development review process, but to the entire community as a whole to get as much input as possible into the process. Outreach efforts in our newspapers and radio will be crucial as will specific meetings on the amendments.

Focus Group Report

Zoning & Development Code/Growth Plan

June 28, 2006

Background

The focus group was formed to address a number of development related issues and is comprised of the following participants: Ted Ciavonne, John Davis, Steve Kesler, Rich Livingston, Duncan McArthur, Tim Moore, Ted Munkres, Larry Rasmussen, Bob Reece, Tom Rolland, Diane Schwenke, Sheryl Trent, and Rebekah Zeck.

At the first meeting on April 5, 2006 the group discussed and prioritized the following issues to address:

Process Issues

1. The attitude and bias of City staff.
2. Legal review portion of the process.
3. Outside review agency comments and how those are coordinated

Policy Issues

1. Non-Conforming sites.
2. Landscape code - commercial and industrial zone districts. **(To Be Addressed)**
3. Preliminary & Final plan requirements and approval process. **(To Be Addressed)**
4. Urban trail issues. **(To Be Addressed)**
5. Minimum lot sizes and dimensional standards
6. Townhome ordinance

Issues Update

Attitude and bias of City staff

The management team in Community Development (CD) has implemented a number of procedural changes related to the development review process in an effort to more effectively provide project review and manage the CD staff. These changes provide planners with more authority to lead the development review process and have built in a new level of accountability. A summary of the changes follows.

1. Planners move into a more traditional project manager role:
 - New review forms created to distinguish requirements from suggestions
 - Define roles for Attorneys, Surveyors & Engineers
 - Expectation that projects are to be moved expeditiously through process
 - Project managers have decision making authority related to their projects
 - Direct and more frequent communication with applicant/owner/design team
 - Identify red flag issues as early as possible and communicate to mgt. team

- Reference specific sections of Code as basis for comments on review forms
2. Restructure weekly meetings:
 - Tuesday morning meetings – review of the project managers review.
 - Opportunity for cross training.
 - All review team members present and engaged.
 - Based on type, limit projects that are reviewed at the Tuesday morning meeting.
 - Opportunity for Planners to communicate decisions made on projects.
 3. Project Tracking:
 - Measure how projects are progressing through the system.
 - Identify and address delays in a proactive manner.
 4. More active involvement in the management of outside review agencies responses:
 - Actively monitor progress of these agencies.
 - Applicant now has ability to work directly with specific review agency earlier in the development review process.
 5. Relationship between internal review process:
 - Build trust between all internal departments
 6. Project check-in:
 - Modifications to the current process include a shift from a review team to the Planning Technicians.
 - a. Planning Technicians complete the initial submittal check-in using the SSID’s checklist.
 - b. Kathy Portner receives complete projects from techs and assigns them to a Planner.
 - c. Planner reviews and issues the final acceptance and begins the initial review.
 7. Consistency review and quality assurance
 - Use of administrative regulations.
 - Tuesday morning meetings.
 - Running list of potential code changes/clarifications for annual review.
 - Propose code revisions to Council at least once per year.

Legal Review

Legal staff has developed a process that would allow applicants to hold an initial meeting with legal/surveying staff prior to actual project submittal. This meeting would be an opportunity to identify red flag issues and when possible, provide applicants with options for resolving these issues. The process is outlined below.

The Real Estate Division of the Public Works and Utilities Department and the City Attorney's office are offering a presubmittal review (before formal submittal to Community Development) of certain development projects. The review is optional.

We have found that many title, legal and survey issues regarding properties delay projects. When

identified early, a project is less likely to be delayed. If the issues are not identified at the presubmittal review they will be dealt with during the normal review process. A representative of the Real Estate Division and the City Attorney's office will meet with the applicant, the applicant's representative, and the person(s) responsible for preparing the projects plats, maps and or plans. The appointment will be limited to one-half hour so the representative(s) must be prepared. If more time is needed, a second meeting may be scheduled. Two (2) presubmittal packages must be submitted at least one (1) week in advance of the appointment. The appointments may be scheduled with Belinda White at (970) 244-1503.

It is **RECOMMENDED** that a title commitment/title policy be provided with the presubmittal package. The more recent in time the title commitment/title policy is the more current information we will have available to assist with the review.

Following are the items to be included in the presubmittal package. The items shall be in compliance with the Submittal Standards for Improvements and Development ("SSID") and are more fully explained in the SSID manual, if you have questions.

Annexation:

- Improvement Survey
- Ownership Statement
- Location Map

Boundary Agreement:

- Ownership Statement
- Location Map
- Draft Boundary Agreement
- Draft Deeds (need not be separate from the Boundary Agreement as long as conveyances of party's interests are included within the Boundary Agreement)

Condominium, Final Plat & Simple Subdivision Plat:

- Improvement Survey
- Ownership Statement
- Location Map
- Draft Plat
- Composite Plan
- Copy of approved Preliminary Subdivision Plan, if applicable
- Proposed Declarations for the common interest communities
- Surveyor Verification
- Closure sheet on legal description
- Monument records for aliquot corners used
- Proposed easements or conveyances by separate instrument

Growth Plan Amendment:

- Improvement Survey
- Ownership Statement
- Location Map

Planned Development (final):

- Improvement Survey
- Ownership Statement
- Location Map
- Draft Plat
- Composite Plan
- Copy of approved Preliminary Plan
- Copy of Zoning Ordinance
- Proposed Declarations for the common interest communities
- Surveyor Verification
- Proposed easements or conveyances by separate instrument

Planned Development (Preliminary Plan):

- Improvement Survey
- Ownership Statement
- Location Map
- Outline Development Plan if one exists
- Proposed Preliminary Subdivision Plan

Preliminary Subdivision Plan:

- Improvement Survey
- Ownership Statement
- Location Map
- Proposed Preliminary Subdivision Plan

Outside Review Agency Comments

The Focus Group and staff have developed an optional process that allows an applicant to meet with outside review agencies prior to project submittal to the city of Grand Junction. This optional process is at the developer's option and provides for an early review of specific development projects by outside review agencies. All outside review agencies have received a letter from the City outlining this new process option.

Non-Conforming Sites

In an effort to encourage the upgrade of existing structures , the group discussed the Code requirements for both remodeling and expansion of existing structures. Specifically, related to section 3.8 B of the Zoning and Development Code, the group recommended the following changes:

1. Reduce the landscaping and screening/buffering require from 100% compliance to a 80% maximum compliance.
2. Develop a committee to evaluate requests from sites (both remodel and expansion projects) that are physically constrained from compliance to determine the maximum extent practicable.
3. Remove the language in section 3.8B3.b - that states "existing landscaping on the site shall be retained or replaced but shall not count toward the required percentage of new landscaping".

Minimum lot sizes and dimensional standards

The focus group discussed bulk standards and the issue of RSF-4 last week. What the group ultimately decided to recommend to staff & policy makers follows, for reference see ZDC Table 3.2.

1. RSF-1 reduce the minimum lot size from one acre (43,560 sq. ft.) to 35,000 sq. ft.
2. Create a new RSF-3 District and use the dimensional standards that are now listed as RSF-4 (Table 3.2).

	Current RSF-4	Proposed RSF-3
Minimum lot size	8,000 sq. ft.	8,000 sq. ft.
Width	75 ft.	75 ft.
Front setback	20 ft.	20 ft.
side setback	7 ft.	7 ft.
Rear setback	25 ft.	25 ft.
he review		

3. Modify the RSF-4 dimensional standards as follows:

	Current RSF-4	Proposed RSF-4
Minimum lot size	8,000 sq. ft.	6,500 sq. ft.
Width	75 ft.	60 ft.
Front setback	20 ft.	20 ft.
side setback	7 ft.	7 ft.
Rear setback	25 ft.	15 ft.

4. Modify the RSF-5 dimensional standards as follows:

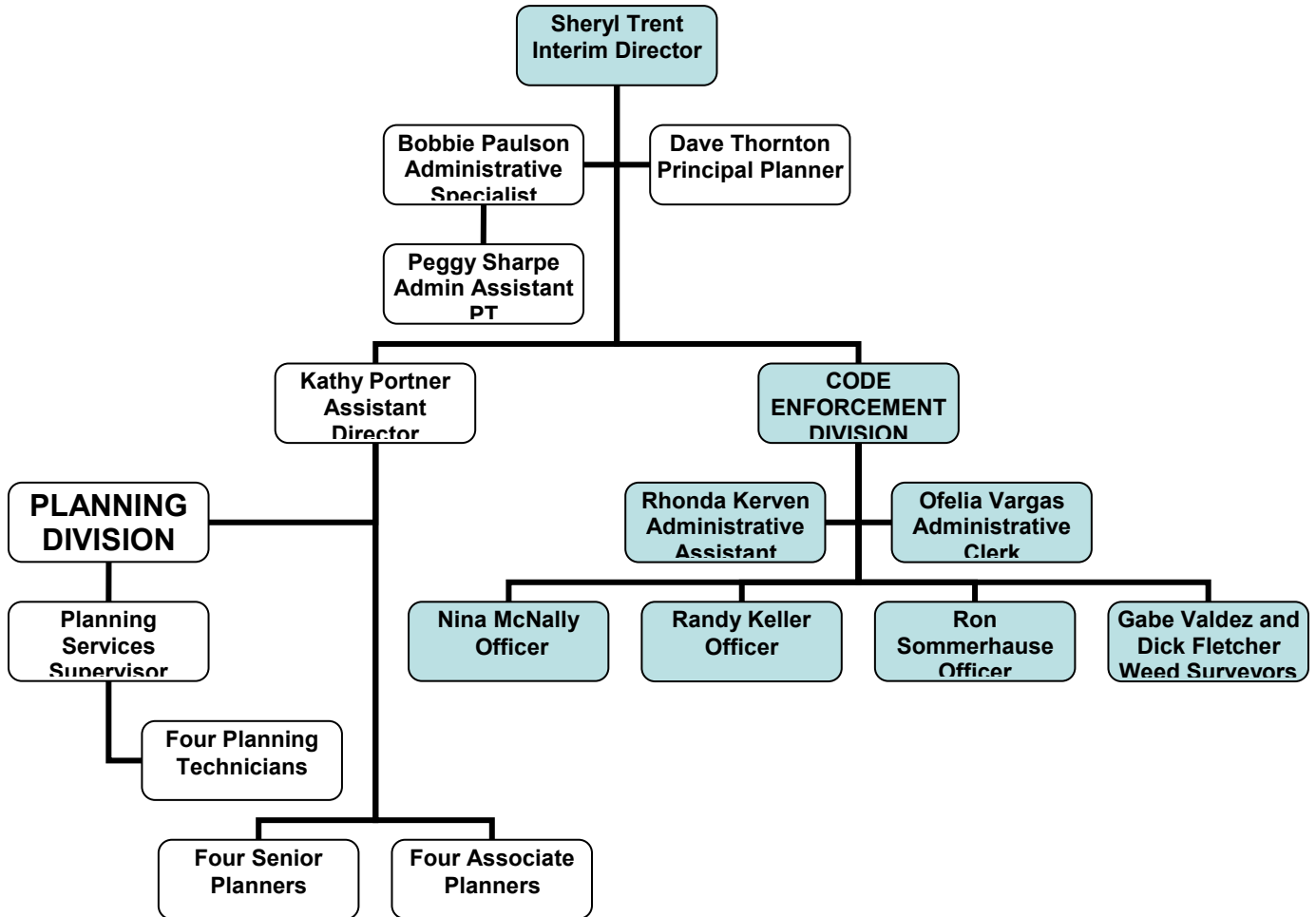
	Current RMF-5	Proposed RMF-5
Minimum lot size	6,500 sq. ft.	5,500 sq. ft.
Width	60 ft.	50 ft.
Front setback	20 ft.	20 ft.
side setback	5 ft.	5 ft.
Rear setback	25 ft.	15 ft.

Code Enforcement Update

July 13, 2006

CODE ENFORCEMENT DIVISION OF COMMUNITY DEVELOPMENT

The Code Enforcement Division continues to manage a maximum capacity workload while maintaining the City's high standard of customer service. The organizational chart below shows how the division fits into the Community Development department.



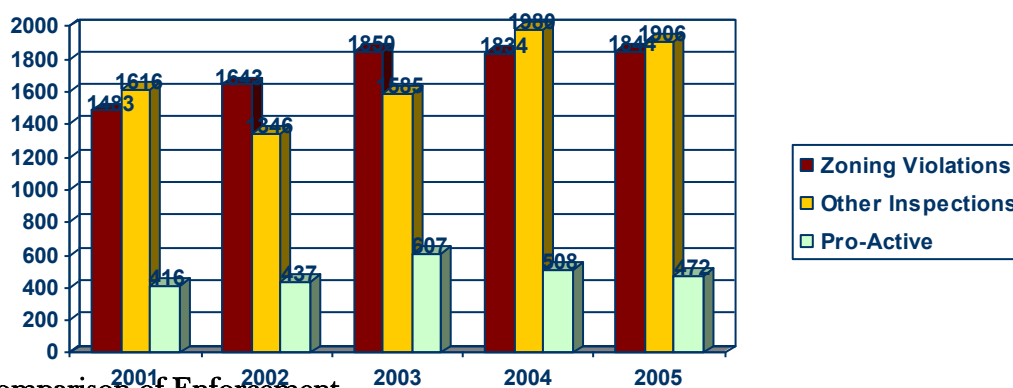
The enforcement activities for the division continue to keep three full time officers busy. The division received more than 6,000 phone calls for service in 2005. With the submission of complaints via phone, FixIt Forum and the web page, there is a continual push to maintain the level of service Code Enforcement has established such as conducting the initial inspection on a complaint within seventy-two business hours (immediately if there is a safety concern). Recent activities in zoning enforcement follow in no particular order.

1. Ordinance 3914 was passed amending the City’s smoking ordinance to mirror the State Statute that became effective on July 1, 2006. Complaints have been minimal and will be managed by Code Enforcement and PD. The majority of the questions have been related to private clubs and the fact that smoking is prohibited in the indoor areas of private clubs.
 - ◆ Education of the changes has been accomplished by:
 - Appearances on television and radio
 - Sending letters containing the changes to all liquor license holders and all bingo halls.
 - Updating the web page and the brochure

2. Staff continues to work with Public Works and Legal staff on procedures for provision of support enforcement for the stormwater management Ordinance No. 3824 that became effective on January 1, 2006. Code Enforcement Officers were asked to assist the Development Engineers, Development Inspectors and the Streets Division in enforcement activities. Code Enforcement’s support role was defined primarily for writing summons or administering fine orders. Discussion has been focused on the fact that additional staff will be needed to enforce this complex ordinance. Eileen List is researching who typically enforces this type of ordinance.
 - ◆ Existing Industrial violations are proving to be too numerous to count and the procedure on enforcement in these matters is in the process with coordination by Eileen List, Streets, Persigo and Code Enforcement.
 - ◆ New construction enforcement is on the way to consistent and set procedures.
 - ◆ There is not enough staff to do any pro-active enforcement at this time.

3. Letters were mailed to all fence contractors and landscapers in mid January to remind them of the required fence permit. The division continues to look for ways to get the homebuilders to obtain proper fence permits as opposed to “busting” a new homeowner because of a fence put up without the required permit. There has been recent discussion about rock walls that are also going up without permits.

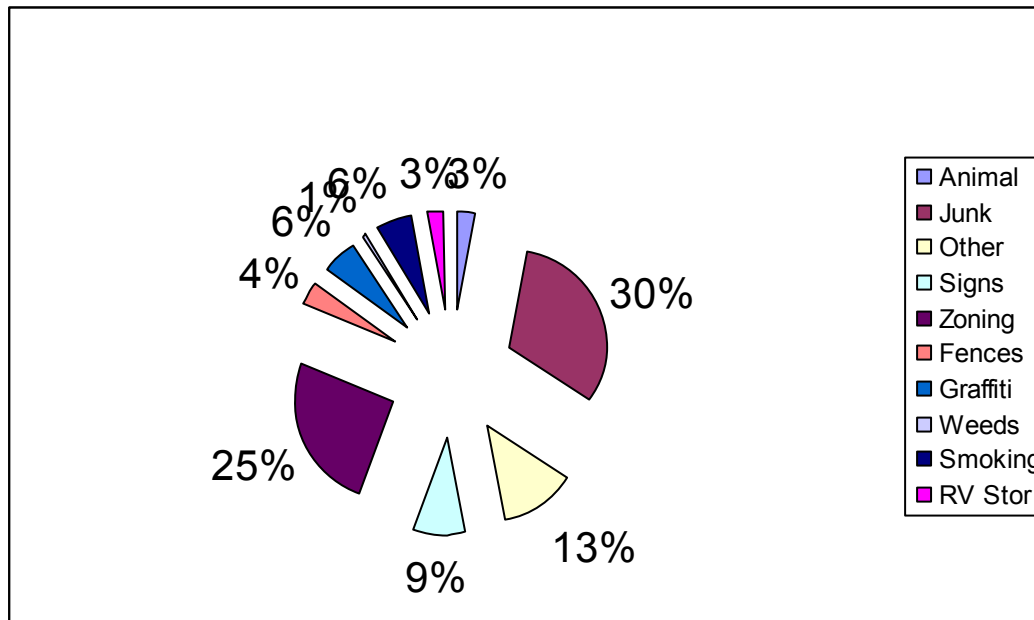
4. Numbers for new enforcement cases opened in 2005 stayed steady with 2004 and 2003. The chart below shows a five year comparison of workload.



Five Year Comparison of Enforcement

- The chart on the previous page also shows that other inspections (signs, fences, zoning and liquor license) for the last two years have remained over 1,900.

- Pro-Active cases seen in the chart above are 26% of the 1,844 cases for 2005.
 - Smoking inspections totaled 21% of the pro-active cases.
 - Fences reflect 8% of the total pro-active cases and result from line of sight inspections of permitted fences.
 - Signs reflect 20% of the total pro-active cases. This number has decreased each year since the division implemented pro-active enforcement in 2001.
 - The remaining pro-active cases were a result of line of sight inspections for junk, zoning, RV storage etc. Line of sight cases are written up while investigating a complaint driven case.
- The pie chart below shows a breakdown of the enforcement cases for 2005 by type.



Enforcement Cases by Type for 2005

5. The 2006 activity is similar to the last three years with number of cases and inspections running close to 2005 through June. The breakdown of case types closely mirrors the chart above.
6. The Division hosted the State Code Enforcement Quarterly Training (CACEO) on June 15th and 16th. Mayor Pro Tem Beckstein welcomed the group to Grand Junction. We used a room at Two Rivers and received high compliments from the CACEO board for the room, food, training agenda and the social activities.
 - ◆ We benefited from the Farmer's Market. The Thursday evening event made it easy for the groups to get scavenger hunt pictures and all commented how friendly everyone was.
 - ◆ Dinner was enjoyed by all at Dolce Vita. We hope to sponsor a quarterly training every other year. The cost was around \$1,500.

WEED ENFORCEMENT UPDATE

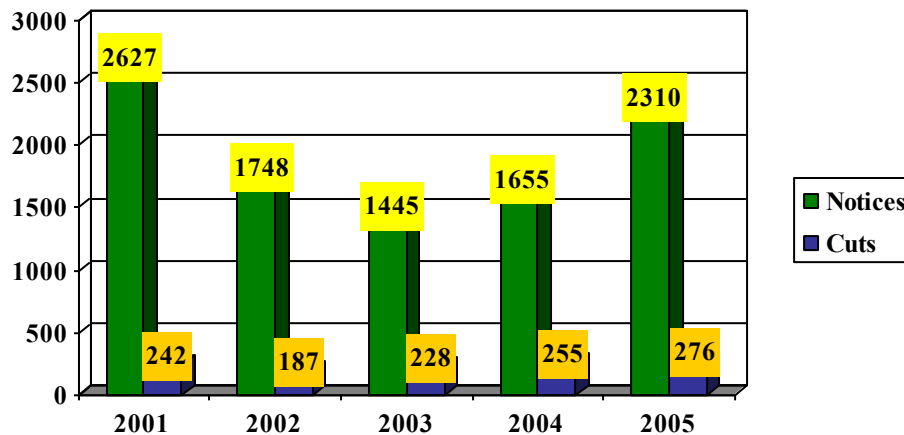
The Division operates a pro-active program that begins on May 1st and ends October 31st. Two surveyors cover the city and then begin again with a sweep taking four to five weeks. We are in the heart of the season and weeds are flourishing this year with the recent rains. Recent activity related to weed enforcement follows.

1. A new Weed Ordinance was adopted by City Council on February 1, 2006. The changes in the ordinance were a result of a recommendation by the team assigned to evaluate weeds under the Strategic Plan Objective 17 A and B. The goal is to get weeds out of the number one spot on the Citizen Complaint Survey. A major education campaign was conducted during April, May and into June spreading the following new rules.
 - Time allowed for voluntary compliance once a Notice of Violation is issued was reduced from ten (10) business days to seven (7) calendar days.
 - All vacant land over one acre (including agricultural zoned land) will be required to keep weeds cut within 20 feet of any adjacent developed lot, tract or parcel and within 40 feet of any adjacent roadway.
 - Properties will continue to be responsible for any area between the property line and the edge of the curb or street and to the centerline of any alleyway. This includes those areas between sidewalks and streets.
 - As an incentive for property owners/renters to take care of weeds and not wait for a Notice, an administrative penalty of \$50 has been added to the charges if the City contractor has to cut weeds on a property. This is in addition to the current charge of \$60/hour plus a 25% administrative charge. The penalty will increase to \$100 for a second cutting and \$150 for a third cutting and any subsequent cutting(s) within five years.
2. Public education for the ordinance changes was accomplished using the following:
 - ◆ Letters were sent out to all 2005 Notice of Violation recipients advising them of the new regulations and encouraging them to avoid a notice of violation in 2006.
 - ◆ Staff appeared on radio and on two of the local television stations along with the Weed Wrangler as a special guest.
 - ◆ The 2005 Public Service Announcement starring the Weed Wrangler was updated and is again playing on KJCT. The audio version is in use by radio.
 - ◆ The web page and brochures were updated.
 - ◆ The Notice of Violation was changed to reflect the ordinance changes.
3. The Strategic Plan weed review team is scheduled to meet in early August to discuss to what degree the objectives have been fulfilled and what steps we can take toward completing Goal 17 which is "Evaluate and redefine the problem and level of effort required to manage weeds. The Public Works management of weeds on City owned properties and major rights-of-way will also be reviewed.
4. The cutting for private properties was again contracted to an outside agent for the 2006 weed season.
5. Two laptop computers were purchased by the division for use by the weed surveyors to improve accuracy and efficiency when issuing notices of violation. The laptops provide access

to the GIS system in the field so that identifying property lines and open space, especially in the large number of new subdivisions that have vacant lots is accomplished in the field instead of 2nd guessing the information. The laptops will be utilized by the Code Enforcement Officers in the winter months.

- The chart below shows a five year comparison of weed activity. The chart reflects an average voluntary compliance rate of eighty-seven percent once a Notice of Violation has been issued. Thirteen percent of the properties issued notices resulted in cutting by the City's contractor.

Five Year Comparison of Weed Activity



- The cutting activity in 2006 is lower than the average stated in number 6 above. Notices through June 30th totaled 1,099 and cuts through June 30th totaled 115 or ten percent of the Notices issued. That observation two months into the weed season suggests (with no absolute basis) that the increased cost in cutting may be having a positive impact on voluntary compliance. The bigger goal is to reduce the number of notices issued because citizens are taking care of their properties on a more regular basis and not waiting for a notice.

CONCLUSION

The remainder of 2006 is expected to continue at the current demanding pace. The division will continue to look for ways to manage the workload and to improve procedures where we can. Updates are scheduled for the web page and will be implemented as time permits. We are happy that Ofelia Vargas' position of Administrative Clerk will increase to full time in 2007. As the community continues to grow, we look forward to the challenge of meeting the enforcement needs.

Community Development Block Grant

- The Community Development Block Grant (CDBG) is funded by the U.S. Department of Housing and Urban Development. The program is designed to support economic and cultural development in cities and urban counties.
- Money from CDBG's can be used to benefit people of low or moderate income, help to eliminate slums, or benefit another aspect of community development. The program is specifically focused on improving quality of life in a city by fixing up its neighborhoods.
- In 1996, the City did an analysis of areas most in need of improvement in Mesa County. It was determined that CDBG money would be used primarily to improve roads, sidewalks, and drainage in low- to moderate-income neighborhoods. So far funds have been used as follows:
 - \$330,000 to reconstruct South Avenue from 5th Street to 7th Street;
 - \$151,855 to complete Elm Avenue sidewalk and drainage improvements between 15th Street and 28 Road;
 - \$400,000 for drainage improvements in the Riverside neighborhood.

Summary: The two plans and one study (the City's CDBG 2006 Five-year Consolidated Plan; the 2006 Program Year Action Plan and the 2006 Analysis of Impediments to Fair Housing Choice Study) are required by the Department of Housing and Urban Development (HUD) for the use of CDBG funds. The 2006 Action Plan includes the CDBG projects for the 2006 Program.

Budget: CDBG 2006 budget of \$348,286

Background Information: The City is required by HUD to adopt a Five-Year Consolidated Plan; a One Year Action Plan and an Analysis of Impediments to Fair Housing Study. The Consolidated Plan must be completed every 5 years with the Action Plan occurring each year. When adopted, the 2006 Program Year Action Plan is made a part of the Consolidated Plan. The 2006 CDBG program year begins September 1, 2006. The City of Grand Junction is expecting to receive \$348,286 in CDBG funds for 2006 from the Department of Housing and Urban Development.

CDBG 2006 Five-year Consolidated Plan

The overall goal of the Community Development Block Grant (CDBG) Program is to develop viable urban communities by providing 1) decent housing, 2) a suitable living environment and 3) expanding economic opportunities principally for low and moderate income persons. The primary means towards this end is to extend and strengthen partnerships among all levels of government and the private sector, including for-profit and non-profit organizations, in the production and operation of affordable housing.

The U.S. Department of Housing and Urban Development (HUD) requires the Consolidated Plan submission which requires the City of Grand Junction to state in one document its plan to

pursue these three goals. It is these goals against which the Plan and the City's performance under the Plan will be evaluated by HUD.

2006 One Year Action Plan

For each program year, a new One-year action plan is completed and adopted as part of the five year Consolidated Plan. On May 17, 2006 the Grand Junction City Council approved 2006 CDBG funding requests totaling \$348,286 for the following two projects, which makes up the 2006 Program Year Action Plan.

1. City of Grand Junction CDBG Administration and Neighborhood Program Administration - Funding for Administration, Planning and Implementation. \$69,656
2. City of Grand Junction Affordable Housing Program - Funding for acquisition of property for affordable housing: \$278,630. This activity will address the objectives of "Providing Decent Housing" and will be measured by the outcome of "Affordability".

2006 PROGRAM TOTAL = \$348,286

The 2006 Program Year Action Plan is included in this staff report.

2006 Analysis of Impediments to Fair Housing Choice Study

Purpose. Grand Junction, as a recipient of federal funding through the Department of Housing and Urban Development (HUD), desires to implement the HUD programs to promote fair housing for all of its citizens. However, to determine if fair housing is present, it is necessary to conduct a study to determine what impediments to fair housing exist, what steps have been taken to eliminate the impediments, and what positive actions are being implemented to promote fair housing as well as the documentation showing the positive enforcement. Fair Housing prohibits discrimination in housing because of race or color, national origin, religion, sex, familial status or disability. The City contracted with David Jacops of DJ Consulting to complete the 2006 study.

Conclusions and Recommendations. The study concluded that the following impediments, identified in the 1999 Impediment Study, still exist, some as strongly as in 1999 and some to a lesser extent.

Impediment 1: Land development costs continue to be an impediment to fair housing choice.

Recommendations

- 1A. The City should take steps to develop land banking and land trusts for future projects.
- 1B. The City should establish an affordable housing fund financed through developers making

payments in lieu of providing required affordable housing on-site and from the City's General Fund.

1C. The City should work in conjunction with the Homebuilder's Association and area homebuilders, service providers and other interested groups and organizations to develop joint venture projects.

Impediment 2: The "not in my backyard" (NIMBY) syndrome is still an impediment to fair housing choice to a lesser degree. This remains an impediment not because the City and housing providers have not made efforts to reduce NIMBY feelings. It is agreed that all the actions that were recommended in 1999 have been taken. The City and providers are to be commended on those efforts. It is just that NIMBY is such a strong part of any development, whether it is housing or commercial development. Where one group sees the project as positive and think the project should be placed in a certain location, another group will see the placement of the project as a negative.

Recommendations

2A. The City and housing providers should continue the good efforts to promote awareness of the need of affordable and fair housing through seminars, fair housing forums and public awareness campaigns.

2B. The solicitation of neighborhood input to housing development should be part of the City's Zoning and Development Code.

Impediment 3: A lack of affordable housing units, one-bedroom or larger, particularly for very-low and low-income households, large families with children, seniors and persons with disabilities continues to be an impediment to fair housing choice. Efforts need to be expanded for tenant/landlord mediation and for foreclosure prevention.

Recommendations

3A. The City should continue the usage of CDBG funding to support affordable housing projects.

3B. Encourage usage of the City's local matching funds for affordable housing development.

3C. Revisit the evaluation of goals, objectives, policies, regulations and fees as to their impact on affordable housing and implement the objectives determined from that evaluation, particularly number 22 goal of Grand Junction's Strategic Plan to implement the results of the Affordable Housing Forum.

3D. The City should have a staff person who is involved exclusively in housing projects whose job would consist of being a liaison with public and private housing providers, serve as a member of the Affordable Housing Partnership, a contact for people with fair housing complaints, and a resource for funding of housing projects. This person could also look into additional funding for

security deposits and utility costs.

Impediment 4: The lack of transitional housing units, particularly for homeless families and the mentally ill is still an impediment to fair housing choice. The housing providers are to be commended on all their efforts to supply transitional housing in the community. The same effort needs to be continued to meet future needs.

Recommendations:

4A. The City should continue its support of area housing agencies in the pursuit of additional funding, from public and private sources, for the provision of additional transitional housing units. The staff person recommended in recommendation 3E could be the City contact person to assist in additional funding as well as a resource person on how other cities are handling homelessness.

4B. The area agencies should continue to provide services such as transitional housing, homeless prevention training, health care referrals and housing counseling to homeless person and families, to assist in the prevention of homelessness.

Impediment 5: Low income or wage levels are still an impediment to fair housing choice. While this is an impediment that involves private enterprise even more than the City or public agencies, it is one that will need all the effort from the City and public agencies that can be given.

Recommendations:

5A. The City needs to continue to work with the Grand Junction Economic Partnership and the Business Incubator to promote opportunities to develop new businesses or expand existing ones and to improve wage levels for Grand Junction’s residents.

5B. The City and the Grand Junction Economic Partnership should continue to work with area job training agencies to determine if additional training needs exist in the community and can be met through any potential local, state or federal funding sources.

CDBG 2006 Program Year Action Plan

Summary of CDBG activities for Program Years 2001-2005:

2001 Program Year

- The Energy Office Affordable Housing Acquisition/ Preservation Project - Garden Village Apts. (91 units) permanent affordable rental housing. \$200,000
- Catholic Outreach Transitional Housing Services. \$10,000
- Habitat For Humanity Infrastructure for Camelot Gardens II Subdivision - Infrastructure construction. \$39,000
- Marillac Clinic - Dental Clinic Expansion/Relocation at 2333 North 6th Street. \$200,000
- Mesa Youth Services, Inc., Partners - Parking lot and landscaping construction for Partners
- Activity Center at 12th Street and Colorado Avenue. \$15,000

Mesa Developmental Services - Barrier Free Lift System and an Arjo Tub at an Accessible Group Home at 1444 North 23rd Street. \$40,000

CDBG GRANT TOTAL \$504,000

2002 Program Year

- Grand Valley Catholic Outreach - Equipment/Materials for Soup Kitchen relocation at 245 South First Street. \$50,000
- Western Region Alternative to Placement (WRAP) - Client services. \$10,000

- Homeward Bound of the Grand Valley - Bunk beds for Community Homeless Shelter. \$10,000
- Western Slope Center For Children - Interior remodel/renovation of their facility at 259 Grand Avenue. \$101,280
- Grand Junction Housing Authority - Predevelopment/design/market analysis and engineering cost for an affordable housing project at 276 Linden Avenue. \$41,720
- City of Grand Junction - Bass Street Drainage Improvements Project. \$231,000
- **City of Grand Junction - CDBG program administration. \$50,000**

2002 CDBG GRANT TOTAL \$494,000

2003 Program Year

- City of Grand Junction Neighborhood Program - Neighborhood based CDBG program. \$19,000
- Center For Independence - 14 passenger van (wheel chair accessible). \$20,000
- Western Region Alternative to Placement - Housing support/security deposits, rental assistance and other client services. \$7,500
- The Treehouse - Teen Bistro and americorp volunteer. \$20,000
- Gray Gourmet - Meals on wheels program. \$5,050
- Foster Grand Parents Program - Transportation costs. \$5,000
- Senior Companion Program - Transportation costs. \$5,000

Grand Junction Housing Authority - Linden Point Affordable Housing project infrastructure. \$335,450

2003 CDBG GRANT TOTAL \$417,000

2004 Program Year

- City of Grand Junction CDBG Program - Administration and Neighborhood Program Administration \$20,000
- City of Grand Junction CDBG Planning Budget - Five year Analysis of Impediments of Fair Housing \$15,000
- Gray Gourmet - Meals on wheels program. \$10,000
- Foster Grand Parents Program - Transportation costs. \$7,000
- Senior Companion Program - Transportation costs. \$8,000
- Radio Reading Services of the Rockies - Audio information services for the visually impaired. \$4,500
- Mesa County Health Department - Clinical equipment for children with special needs. \$5,000
- City of Grand Junction Neighborhood Program - City's neighborhood program. \$120,000
- Hilltop Community Resources, Inc. Energy Conservation Project - Replace windows at the Resource Center facility. \$50,000
- Housing Resources of Western Colorado Acquisition of Emergency Transitional Housing - 8-plex for homeless veterans. \$50,000
- Hope Haven Exterior Window Project - Replace roof on Hope Haven facility at 811 Ouray Avenue. \$7,500
- City of Grand Junction Riverside Neighborhood Sidewalk and Street Improvements Project -

Construction of new sidewalks and other street improvements. \$50,000
**City of Grand Junction Grand Avenue Sidewalk and Street Improvements Project - Construction
of new sidewalks and other street improvements. \$60,000**

2004 CDBG GRANT TOTAL \$407,000

2005 Program Year

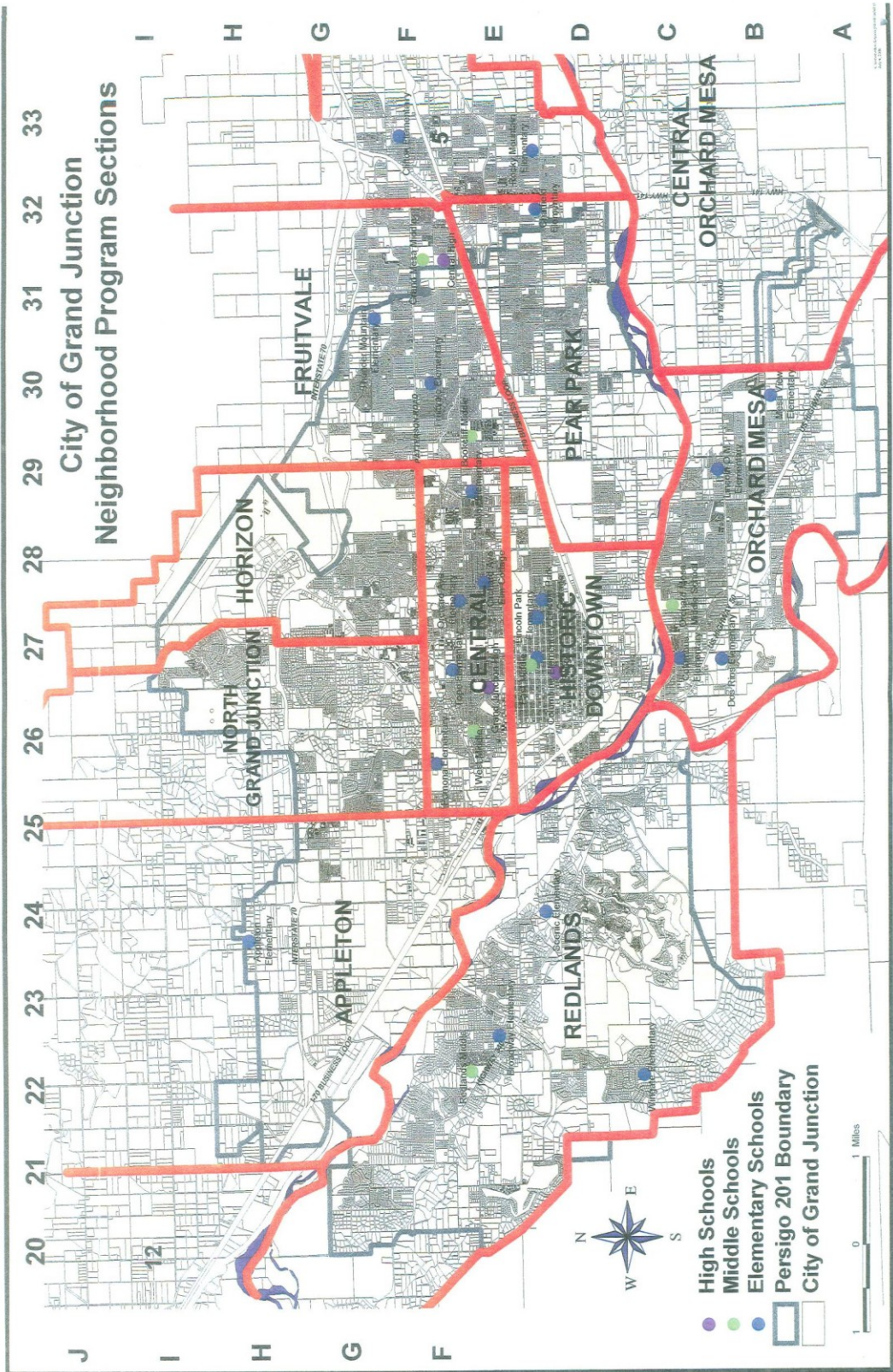
- City of Grand Junction CDBG Program Administration and Neighborhood Program Administration -CDBG Administration program. \$25,000
- The Salvation Army Adult Rehab Program - Operational costs. \$25,000
- Mesa Youth Services (PARTNERS) - 12 passenger van. \$15,000
- City of Grand Junction Neighborhood Program - \$120,000
- Housing Resources of Western Colorado - Handicap access at 8-plex for homeless veterans. \$30,000

City of Grand Junction Ouray Avenue Drain Enlargement - \$172,644

2006 CDBG Funding

1. City of Grand Junction CDBG Administration and Neighborhood Program Administration - Funding for Administration, Planning and Implementation. \$69,656
2. City of Grand Junction Affordable Housing Program - Funding for acquisition of property for affordable housing: \$278,630. This activity will address the objectives of "Providing Decent Housing" and will be measured by the outcome of "Affordability".

2006 PROGRAM TOTAL = \$348,286



Overview of the Program

- The Neighborhood Development Program is a way of building a stronger sense of community in Grand Junction beginning with small groups of motivated people. Creating Neighborhood Associations helps build pride within neighborhoods which will create more involved and concerned citizens in all areas of the city's cultural development.

- Problems within a neighborhood often raise residents' interest, but this program seeks to build a sense of community to promote safety, volunteering, and fun within neighborhoods rather than merely a group that deals with controversy as it arises.



Riding bikes at the Skyler Subdivision Neighborhood

- One of the first steps in the program is encouraging neighborhoods to hold meetings. These provide a setting for residents to discuss positive and negative aspects of their neighborhood, plans for improvement, and a place for them to socialize and get to know their neighbors. The *Handbook for Better Neighborhoods* provides guidelines for how to start neighborhood meetings as well as suggestions for effective meetings.
- Beyond meetings, the program supports all types of activities within neighborhoods, such as block parties, volunteering, working together on a neighborhood garden.
- Without even registering as a formal neighborhood, a group of residents may apply for a Know Your Neighbor Grant for an amount up to \$250 which they can use for events such as an ice cream social or a barbeque.
- Registered neighborhoods must renew their registration annually and hold at least one neighborhood meeting each year. These neighborhoods are eligible to apply for Neighborhood Pride Grants in amounts up to \$5000 which they can put towards volunteer projects or other endeavors to better their community. These grants will benefit the neighborhood as well as the city by improving it physically as well as fostering residents who care about where they live.

Know Your Neighbor

- Neighborhood projects are one of the best way for neighbors to become closer. Often projects are geared toward achieving a goal within the neighborhood, but the best ones cater to the residents' desires whether they accomplish a task or are just opportunities to socialize.



Obstacle course at the Skyler Subdivision

- Some ideas for activities:
 - Communal garage sale
 - Art exhibit
 - Crafts and games
 - Gardening day
 - Pool Party
- Know Your Neighbor Grant applications for funding these activities (amounts up to \$250) are available in the *Handbook for Better Neighbors* and online at www.gjcity.org. The *Handbook* also includes many more ideas for neighborhood parties and projects as well as tips for planning these events.

• Neighborhood Associations

- For neighborhoods that want to become more involved in their community, the next step is to become officially registered as a Neighborhood Association. These neighborhoods enjoy many benefits such as:
 - Annual meetings with other valley neighborhoods to learn what is going on throughout the area. These include presentations on various topics to provide education about neighborhood development;
 - Eligibility to apply for Neighborhood Pride Grants which provide the opportunity for each neighborhood to pursue projects which it values;
- Free printing of newsletters, flyers, and other documents which relate to neighborhood activities and meetings;
- Design and installation of a unique sign for registered neighborhoods.
- Becoming a registered neighborhood is simple. The form to do so is available in the *Handbook* and online at www.gjcity.org.

Neighborhood Associations

INDEPENDENCE RANCH
REDLANDS NEAR F 1/2 ROAD



TRAILS WEST VILLAGE
REDLANDS, EAST OF
SOUTH CAMP ROAD



GRAND VISTA
26 1/2 ROAD AND I ROAD



NIAGARA VILLAGE
28 1/2 ROAD NORTH OF
NORTH AVENUE



CANYON VISTA
WEST OF SOUTH CAMP ROAD



GRAND VISTA
26 1/2 ROAD AND I ROAD



RIVERSIDE
SOUTH OF BROADWAY



PATTERSON GARDEN
PATTERSON BETWEEN
12TH AND 15TH



THE FALLS
2843 1/2 GRAND CASCADE CT.



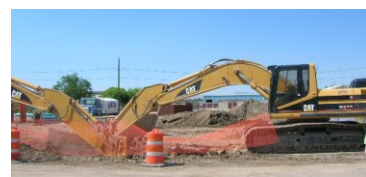
SKYLER SUBDIVISION
D ROAD BETWEEN 28 AND 29
ROADS



CANYON VIEW
WEST OF SOUTH CAMP ROAD



EL POSO
NORTH OF GRAND AVENUE



Neighborhood Pride Grants

- These grants are available to registered neighborhoods which have demonstrated plans for a large project such as landscaping, lighting, historic preservation, or a community service project.
- In order to be considered for a Neighborhood Pride Grant, the group must demonstrate at least one of the following:
 - Matching funds from the neighborhood
 - Donation of volunteer services to the City
 - A majority of the neighborhood actively involved in the project
 - Input from local schools
- After Neighborhood Pride Grants are approved by the Community Development Department, they must also be approved by City Council.



Council.



Several projects have benefited from Neighborhood Pride Grants. **From top:** City crews help with the major cleanup in El Poso; residents worked by cleaning up their yards and planting gardens as shown in this after-picture; Independence Ranch formed a Neighborhood

Before and After. . .

★ Projects achieved with the help of Neighborhood Pride Grants ★



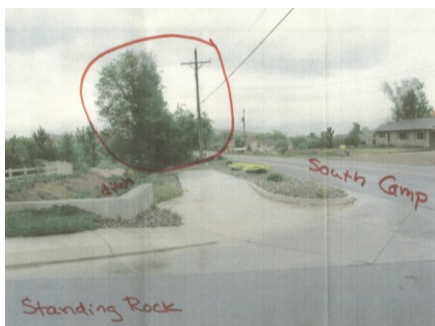
Independence Ranch residents created a drainage path to make their neighborhood more attractive and efficient.



In El Poso, neighbors got together to clean up the area. They planted gardens to make their yards more attractive and city crews worked to help clean up drainage.



Trails West Village used their "Neighborhood Pride" money to fix their desert trail and to landscape the area around it.



In Canyon Vista, city crews helped the residents by removing an unsightly tree near the entrance of their neighborhood.



Neighborhood Projects

- Projects within a neighborhood promote many positive values such as promotion of the neighborhood association within the community, fundraising for future projects, cleaning up the area, crime prevention, and fun. The picture below features the cleanup of the El Poso neighborhood cleanup which was assisted by city crews.
- As neighbors become closer with each project, more interest will grow in future projects and neighborhood social events creating an even greater sense of community.
- The *Handbook* includes many suggestions for promoting neighborhood events. The Community Development Department is available for providing mailing lists of various neighborhoods as well as some printing services for registered neighborhoods.
- Producing a newsletter can be a neighborhood project in itself and can also serve to promote other events and activities. Although newsletters can be time consuming and somewhat costly to produce, they often greatly improve communication and help get more neighbors involved in projects and meetings.

Website

- The Neighborhood Programs website can be found on the City's homepage. It features many links which are helpful to neighborhood leaders, including the Neighborhood Watch Program, Police Beats, and the Community Mediation Program.
- Additionally, the site provides printable copies of all neighborhood forms such as grant applications, the Neighborhood Association Registration Form, and sample neighborhood surveys. A complete copy of the *Handbook* is also available for online viewing.
- Neighborhood Development Plans are provided on the website so that the community can see what the Community Development Department and the City are working on in certain areas of town. A Neighborhood Map is also on the site so that residents can find out the official name of their larger neighborhood.

Neighborhoods, USA

Since 1975, Neighborhoods, USA (NUSA) has been committed to helping neighborhoods build a strong sense of community by creating a platform for neighborhood leaders to share their success stories with others. NUSA also helps neighborhoods find the support that is available to them from the government as well as the private sector. NUSA operates with the belief that active Neighborhood Associations are crucial to the overall sense of community in a city. With this in mind, one goal of NUSA is to help Neighborhood Associations to attain recognition from government officials. Often residents have the best understanding of local problems and may have the answer to these problems. When Neighborhood Associations can communicate effectively with their local government, they can work together to efficiently address these issues.

NUSA holds a conference each year with the goal of helping neighborhoods communicate with the public and the local government. At the conference the organization also honors a “Neighborhood of the Year” and several neighborhoods receive the honor of “NUSA Notable.” The 2007 conference will be held in Baton Rouge, Louisiana.

The NUSA website www.nusa.org offers many resources to Neighborhood Associations. The site offers contacts for a variety of neighborhood issues such as crime prevention, conflict resolution between residents, and traffic safety. From www.nusa.org neighborhood leaders can contact Elbert Rich, Jr. or Richard Whipple for more information on how to become involved in the organization.

Mediation

- This program was developed by The Resolution Center in coordination with the Neighborhood Program, the Grand Junction Police Department, and the City Attorney with the goal of conflict resolution between a wide variety of community members. The mediation program can help with disputes between:
 - Neighbors
 - Family Members
 - Landlords and tenants
 - Merchants and consumers
- Some of the issues the Mediation Program will deal with include pet complaints, noise violations, and fence disputes, along with threats and harassment problems.
- Trained mediators are available to help community members reach conflict resolution quickly, informally, and free of charge.

Neighborhood Speed Watch Program

INTRODUCTION/ PROGRAM GOAL

The goal of NSWP is to join with the community in an effort to increase our presence and monitor and reduce speeding in residential areas and school zones. It also seeks to increase driver awareness and obtain their cooperation in meeting these goals.

The Grand Junction Police Department implemented and administers this program that uses volunteers in neighborhoods and school areas to identify speeders through the use of a handheld radar unit (obtained with a grant from the Colorado Regional Community Policing Institute) and a portable radar sign purchased with city funds. The violators will then receive a written warning letter issued by the Grand Junction Police Department requesting their cooperation in observing posted speed limits in the complaint area.

PROGRAM STRUCTURE/COORDINATION AND SUPERVISION

Citizens who express an interest in combating speeding issues in neighborhoods are provided training in the use of the radar units. Technical support for the volunteers will be provided by the Community Advocacy Program (CAP) Sergeant. CAP staff compiles and mails out the warning letters. Registered owner information on the violator plates is accessed via CCIC/NCIC by a licensed user in the CAP unit.

TRAINING AND EQUIPMENT

The interested citizens receive public relations, safety, and equipment usage training from the CAP staff. This training will cover how to operate the radar and safely monitor traffic. The radar is checked out from the CAP office at Mesa Mall. Each volunteer will be provided with a log to document the deployment of the radar and any observed violations.

OPERATIONAL PROCEDURES

The volunteers will use the radar in their specific complaint area. They will identify the posted speed limit within the area. They will run the radar gun for a specified period of time. As each violator is identified, they will carefully record on the provided log sheet the violator's license plate number and state, as well as the vehicle description, date and time of the violation. Once the volunteer has completed working their area, they will return the license plate log sheet and the radar unit to CAP and check-in the radar unit. The CAP staff will access CCIC/NCIC to obtain registered owner information. The registered information will be compared to the vehicle description on the log to be sure that the listed plate matches the observed vehicle. The CAP staff will prepare the warning letter and the CAP sergeant will sign it and mail it to the registered owner of the violator vehicle.

National Night Out

This year National Night Out will be held on Tuesday, August 1. The National Night Out program was first started in 1984 in order to raise awareness about crime prevention efforts within neighborhoods and cities. The first years of National Night Out encouraged participants to leave on their front porch lights, but the tradition has evolved to include block parties, barbecues, and even parades in participating cities throughout Canada and the U.S. Each summer the Grand Junction Police Department invites residents to participate in this event because it serves many purposes such as:

- Raising awareness about crime and drug prevention;
- Increasing participation in local anti-crime programs such as Neighborhood Watch;
- Improving the police-community partnership;
- Sending the message to the community that crime will not be tolerated.

Each year police officers ask for volunteers from each neighborhood to help organize this city-wide event.

Neighborhood Forum

One benefit of forming Neighborhood Associations is that neighborhood leaders are then allowed to attend the annual Neighborhood Forum. Many city and community leaders attended the 2005 Neighborhood Forum to learn from the peers' success in various neighborhoods. In years to come, the Neighborhood Forum will continue to provide an opportunity for the increasing number of Neighborhood Associations to discuss successes, problems, and ways in which the City ay help them to achieve their goals.

Neighborhood Signs

Registered Neighborhood Associations may use Neighborhood Pride money to purchase a sign for their neighborhood. Signs help to create recognition of the neighborhood around the city and to foster a sense of pride for the residents. Independence Ranch used grant money to purchase its sign which can be seen on page 73.



Neighborhood Association Registration

Your Association

Tell us about your organization and your neighborhood.

Name of Your Neighborhood: _____

General Area of the City:

(Please attach a map with a drawing of your area)

Estimated Population of Your Neighborhood: _____

Your Issues

Tell us why you wish to form a Neighborhood Association.

Main Concerns:

History of the Neighborhood:

Your Membership

Please list all the names, addresses, and phone numbers of your members. Feel free to attach extra pages if needed.

How Can We Reach You?

Your name _____

Your address _____

Your phone number _____

Your email address _____

Special Notes

Tell us anything else you would like us to know about your association:

Please return this form to:

City of Grand Junction Neighborhood Programs
c/o City Manager's Office
250 North 5th Street
Grand Junction, CO 81501
Or by fax at (970) 244-1456

Call us at (970) 244-1503 or e-mail sheryltr@gjcity.org if you need help or information.



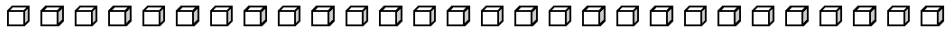
Know Your Neighbor

Small grants of up to \$250 will be awarded to groups of neighbors trying to build a sense of community and ownership in their neighborhood. You may be attempting to organize an association, get to know your neighbors, or just create a social event for fun. Some examples of potential projects for this grant include:

- ❖ BBQ
- ❖ Easter Egg Hunt
- ❖ Pot Luck
- ❖ Ice Cream Social
- ❖ Meet Your Neighbor Day
- ❖ Welcome Baskets for New Neighbors

Applications can be filled out with staff assistance at any time of the year, and there is no application deadline. We will call you with any questions and to let you know that your grant has been funded. All applications will be funded as the budget allows.

Please allow at least fourteen (14) days for all *Know Your Neighbor* applications to be reviewed and for checks to be issued if your grant is approved. Plan ahead! Thanks.



Know Your Neighbor Program Application

City staff can fill this form out with you over the telephone if you prefer, just call 256-4085.

How Can We Reach You?

Today's Date _____

Your name _____

Your address _____

Your phone number _____

Your email address _____

Project Description
Please provide a description of the project.

Project Details
Proposed Date _____
Proposed Time _____
Proposed Location _____
Expected # of Participants _____

How you plan to outreach to your neighborhood about this event?

What grant amount are you requesting? \$ _____

How will you know your event was a success?

How can the City be of assistance?

Please return the completed form to:

City of Grand Junction Neighborhood Programs
c/o City Manager's Office
250 North 5th Street
Grand Junction, CO 81501
Or by fax at (970) 244-1456

Call us at (970) 244-1503 or e-mail sheryltr@gjcity.org if you need help or information.



Neighborhood Pride Grant Application

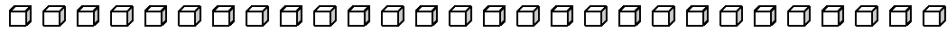
Grants of **up to \$5,000** will be awarded to groups of neighbors with a large project in their neighborhood that also benefits citizens citywide. The project must build both social capital and stewardship. Some examples of potential projects for this grant include:

- ❖ New landscaping
- ❖ Curbs, gutters, or sidewalk
- ❖ Historic preservation
- ❖ Cleaning up blighted areas
- ❖ Beautification
- ❖ Lighting

In order to qualify for a Neighborhood Pride grant, you must be able to demonstrate a combination of the following:

- ❖ Matching funds from the neighborhood;
- ❖ In-kind or donated services from the neighborhood;
- ❖ An active association that is registered with the City of Grand Junction;
- ❖ A majority of your neighborhood actively involved in the project; and
- ❖ The input of local schools.

Neighborhood Pride grants are approved by the City Council after review by staff, so please allow at least thirty (30) days for your grant application. Plan ahead!



Project Support

Today's Date: _____ **Name of Neighborhood:** _____

General location (example 28 Road and Patterson): _____

Main contact person:

Name	Address	Phone	Email

Please list at least five members of your neighborhood that can answer questions about this project and grant application.

	Name	Address	Phone	Email
1.				
2.				
3.				
4.				
5.				

Project Description

Please provide a description of the project.

How do you plan to outreach to your neighborhood about this event?

What grant amount are you requesting? \$ _____

What City services and support will you require?

If your grant is for infrastructure (lights, pavement, etc.) please include a detailed drawing of your idea.

Please return this form to:

City of Grand Junction Neighborhood Programs
c/o City Manager's Office
250 North 5th Street
Grand Junction, CO 81501
Or by fax at (970) 244-1456

Call us at (970) 244-1503 or e-mail sheryltr@gjcity.org if you need help or information.

Infill and Redevelopment Program

Our goals are to make the most efficient use of existing infrastructure including streets, water and sewer lines and other public facilities and services; provide opportunities to reduce commuting distances and automobile dependency; help provide affordable housing, and reduce the demand for and impact from “end of the road” suburban sprawl.

What is infill and redevelopment? Infill can be best thought of as the development of a vacant piece of land within the City that is surrounded by land that has already been developed. Usually these vacant pieces of land have power, water and sewer, and there is a nearby street. Sometimes these lots were left vacant because they weren’t big enough to develop, because other land sites were more cost effective, or because an existing building on the site was demolished and nothing was ever rebuilt.

Redevelopment usually means that there is a piece of land which may be vacant or may have been developed. It may have a house or a commercial building such as an office space, or even an industrial manufacturing building on the land. The key to redevelopment is that the site is an inappropriate use, is not being used, or doesn’t fit into the long range plans for the use of the general area. The actual definition mentions that the area to be redeveloped should be at least two acres. The land or buildings can be rehabilitated, demolished and rebuilt, or reused for another purpose.

The City of Grand Junction wants to make your development project successful. If you have an idea about a project that fits into the infill or redevelopment areas, some potential forms of City involvement include an expedited review process, assistance with review, deferral of fees, density bonuses for housing projects, proactive city improvements (such as infrastructure), financial participation, contributions to enhancements and upgrades that go beyond code requirements, and help with off site improvements. We have maps of both the Infill Area and the Redevelopment Area as well as the Enterprise Zone and any other zoning maps or information you may need.

What do I do?

If you are thinking of a project that would qualify for infill or redevelopment assistance, the City of Grand Junction Community Development Department has a submittal package available that will give you all the information necessary to proceed with your project. You can also obtain a full copy of the program from Community Development. Please ask us more about how the City can help with your project.

Community Development also handles any zoning and development issues, geographic information systems, neighborhood planning, weed and graffiti abatement, and code enforcement issues such as noise, junk, and animal control issues.

Development Review Process Improvements

The City of Grand Junction often gets feedback and comments about our development review process. Based on those suggestions, the Community Development staff has determined that several improvements will be implemented in addition to those that have already been changed. A short list of those are highlighted below. If you have any comments or concerns

please call Sheryl Trent, Assistant to the City Manager at (970) 244-1448.

Approach/attitude of staff

A staff discussion has taken place about professionalism and especially how that relates to staff reports, staff presentations and personal dress. Staff has significantly improved the standard of dress. The public feedback has been that our public has noticed a change in attitude. Ongoing training has been undertaken as necessary.

Offer meetings when there are more than two rounds of review or where there may be misunderstandings

This has been implemented, please review the comment form for where these meetings fit in the review process.

Decrease the time between submittal and determination of completeness

At this time, we have established the Project Manager process (see below) and will be changing the submittal/intake process on June 1. Our intent is to have the Planning Technician's complete a checklist to initially bring the submittal to the Project Manager, who then has the full authority and ability to accept or reject the project based on the SSID's manual. What will change is that through education and the management of the project, more submittals should meet our standards and more consideration given to each individual submittal will be possible. We intend to track these submittals and the time between the front counter intake and the Project Manager determination of completeness in order to determine any remaining issues.

Establish mandatory deadlines for each round of review

At this time the Community Development Department has deadlines that are adopted as a part of the SSID's manual. Those deadlines are followed. The issue of timeliness has been a concern not only of staff but our public and that is a topic that is high on our list to address, mainly through the management of the development review process.

Offer a minimum of two training sessions per year regarding the code

Our first training session will take place in July and will be coordinated with the BIC, offering a class for new or expanding business owners. Peter Krick will provide training on SSID's to the surveying community, and the Public Works staff will provide SSID's training to a wide range of applicants. In addition, we will be coordinating a handbook to help explain development processes and codes.

Format of staff comments

The review comment form has been changed and implemented (please see separate information). It separates code requirements from suggestions, cites the code section in question, and requires the applicant to specify not only what changes have been made but in what part of the documents those changes have been noted for review. In that way staff will only review the noted changes, not the entire documents, and the applicants will be very clear as to what are requirements and what are suggestions. An example of a completed comment form has been finished and will be

distributed for anyone submitting an application.

Certification by applicant of changes

Not only will an applicant need to certify the changes in the comment form, the surveying forms have been amended, per SSID's, to have the applicant's surveyor sign and place their seal on a checklist that is specific to the requirements of the code. In that way a planner can know that the surveying requirements have been met and review them appropriately.

Limiting the number of rounds of reviews

This has not yet been addressed but the concept is that, after the City fully implements the education and training as well as a new development review process, that no more than three rounds of comments should be necessary. It may be appropriate at a later date, should we continue to have problems of poor quality submittals, to indicate that after three rounds of comments the project is rejected and the applicant must resubmit a project for review.

Implementing the Project Manager concept

As of March 27, 2006 the Project Manager concept is implemented and in progress. We intend to continuously review it with the Community Development staff and our applicants to more fully understand the process.

Providing complete and accurate review comments

The Project Manager concept will give full authority and responsibility to the planner assigned to the project, and he or she will be held accountable for the project in total. That includes review comments, all of which are now the responsibility of the Project Manager. If legal has an issue that in the past would have held the project up in the time process, the Project Manager has the ability to indicate to the applicant that further review of certain documents is necessary, but can release the remainder of the comments. Additionally, the Project Manager will review all of the comments for consistency and accuracy, and they will all go out under that Project Manager's name.

Provide notes within 10 working days for over the counter meetings and 5 working days for all other meetings

This has been implemented and is in place. It is being tracked through Impact software.

Establish a technical review team for random reviews of projects

This quality control issue has not yet been addressed, but management staff has been meeting on this specific issue.

Develop handouts and handbook

The process manual is complete and under working review by new staff members. Staff is currently working on the handouts for the first class for business owners with the BIC, and that will be complete in June. Additionally, we will be able to use parts of these handouts for our

handbook process, which is due out late this year.

Schedule informal meetings between staff and consultants/developers

Staff has been requested and informed that more meetings will be necessary to fully explain possible issues with projects. The response to these meetings has been very positive, and has brought to light several areas that we need to help educate our clients.

Infill and Redevelopment Update

Projects under current review

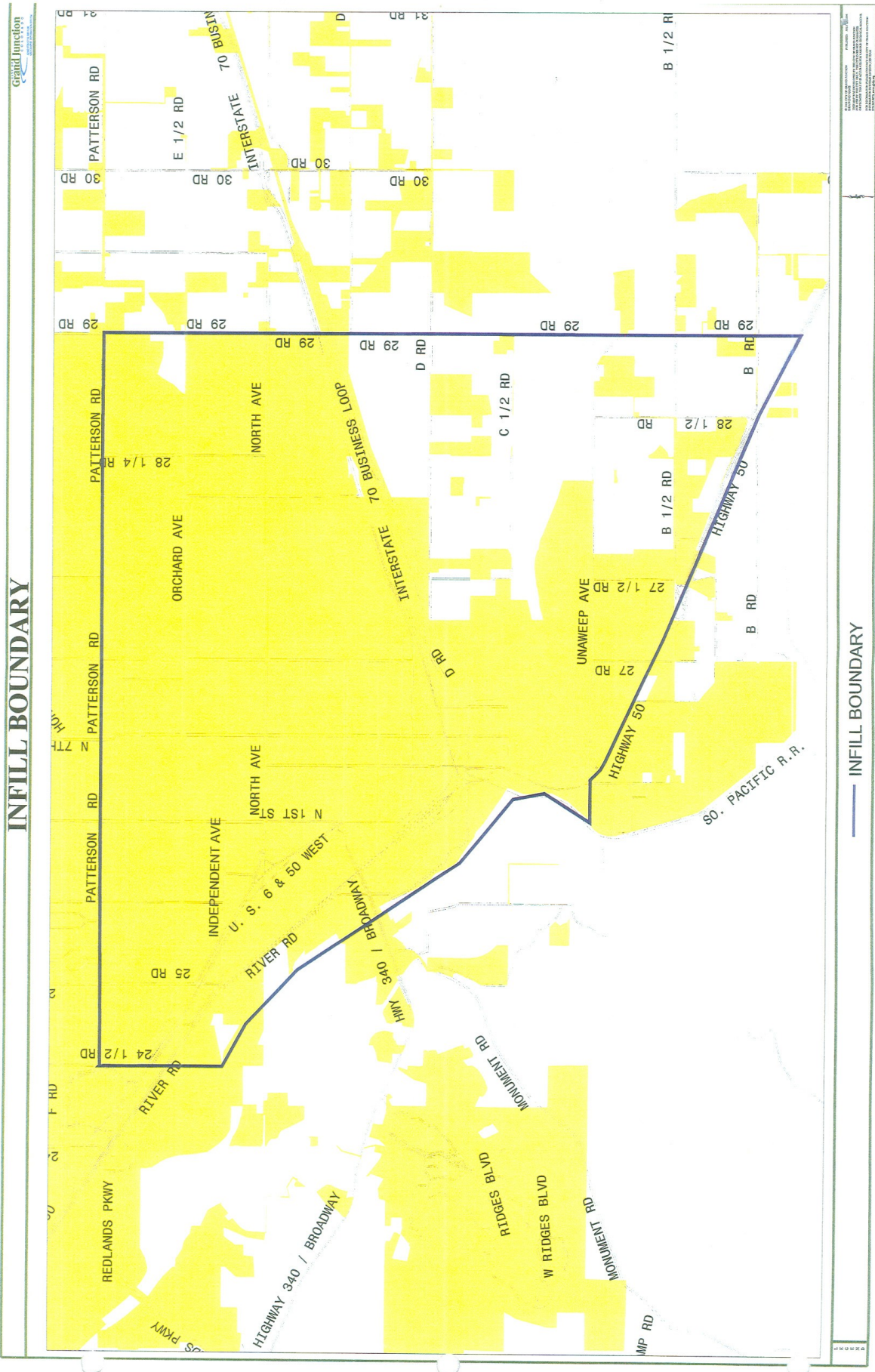
Type	Location	Request	Status	Time line
Infill: Townhomes	Wellington Avenue	Assistance with water tap issues	Applicant refining request	3 months
Infill: Manufactured home	El Poso neighborhood	Assistance with fees	Staff determining cost to City	1 month
Infill: homeless housing	Downtown	Assistance with façade improvements, alley improvements	Applicant refining request	3 months

Projects Approved

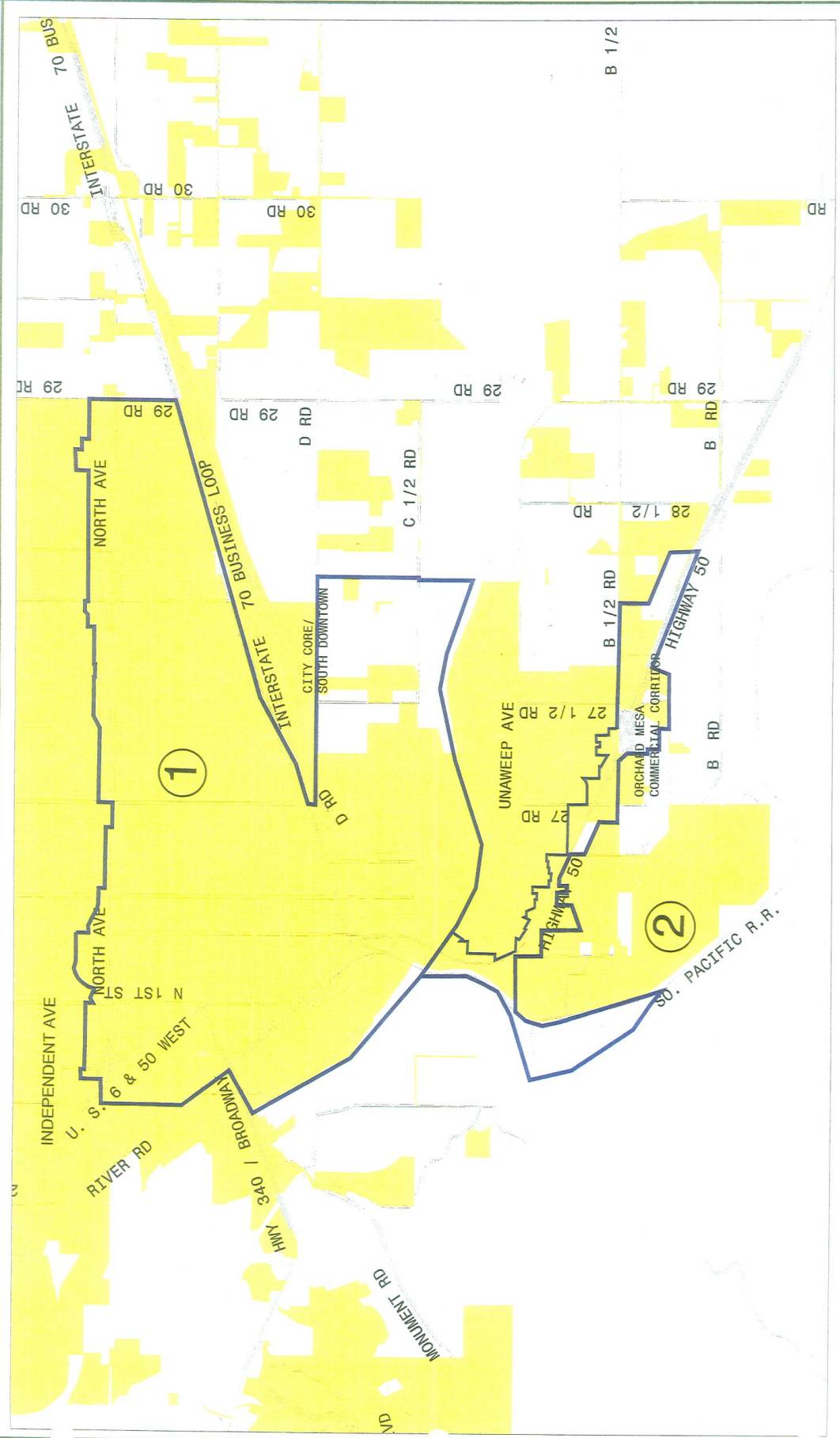
Type	Location	Request	Status	Timeline
Infill: office building	Downtown	Landscaping assistance at \$30,000 Undergrounding of utilities in the alley	Approved, total cost to be \$115,000	Construction will begin in spring 2007
Infill, duplex	Downtown	Upgraded water tap	Approved, total costs to be \$3,000	Applicant waiting for additional funding
Infill, multifamily	12 th and Walnut	Undergrounding of utilities, deferral of fees	Approved, cost to be \$43,000	Construction under way of phased project

In addition, there have been eight additional applications that were submitted that did not continue through the full process. Five of those applications did not meet the guidelines established for infill and redevelopment. Some were outside the boundary lines, but most were not large enough in lot size to qualify for redevelopment (the 2 acre minimum applies to a redevelopment project, while an infill project can be of any size but must be vacant). Additionally, three have started in the process but have not been completed because the project itself was not viable for the developer, or the project was placed on hold.

Staff will undertake a thorough review of the program to determine if we need to make changes in the boundary or in the qualifications for a project.



REDEVELOPMENT BOUNDARY



PREPARED BY: GRAND JUNCTION PLANNING DEPARTMENT
DATE: 10/2011
PROJECT: GRAND JUNCTION CITY PLAN
DRAWN BY: [Name]
CHECKED BY: [Name]

PROPOSED REDEVELOPMENT BOUNDARY

Affordable Housing

As the Council is aware, David Thorton, Principal Planner, has worked with the affordable housing community and is the main staff person at this point working with the various committees. The Housing Partnership formed by the City of Grand Junction last year has merged with the Housing Coalition, and the committee is called the Housing Partnership. They continue to meet monthly and are working on various affordable housing partnerships, including the possibility of a revolving loan fund or trust fund for housing. Another project would include an update of the needs study for affordable housing.

Planning Commission

The Planning Commission had a retreat earlier this year and reviewed their role, their legal responsibilities and issues that they wanted to plan for in the future. As a result of that retreat, Planning Commission workshops are more educational in nature and more complex discussions are ensuing about the future of Grand Junction.

A Road Tour was undertaken on July 12, 2006 and the Planning Commission viewed several areas of the City for both current development updates and our long range planning efforts.

GRAND JUNCTION PLANNING COMMISSION
(Four-Year Term)
(7 Members plus 2 Alternates)

		<u>START</u>	<u>EXPIRES</u>
Dr. Paul A. Dibble (Chairman) 4001 Ptarmigan Piazza Grand Junction CO 81506 WORK: Retired / Business Owner	(home) 242-0722 (work) none (fax) 245-5899 (cell) none (email) dibson@gvii.net	12/15/1999	10/31/2008
Roland E. Cole (Vice-Chairman) 659 Grandview Drive Grand Junction CO 81506 WORK: Retired	(home) 254-9704 (work) none (fax) none (cell) 261-6807 (email) rcole16594@bresnan.net	12/5/2001	10/31/2009
William E. Putnam 2270 Cortina Court Grand Junction CO 81506 WORK: Retired	(home) 242-8164 (work) none (fax) none (cell) none (email) wwputnam@bresnan.com	11/1/2000	10/31/2009
Bill Pitts 2626 H Road Grand Junction CO 81506 WORK: Broker, Right Realty Co.	(home) 242-7342 (work) none (fax) 243-6903 (cell) none (email) bbrpitts@bresnan.com	12/5/2001	10/31/2009
Thomas Lowrey 658 Tamarron Drive Grand Junction CO 81506 WORK: Attorney At Law, Self-Employed 619 Main Street Grand Junction CO 81501	(home) 256-9307 (work) 256-9570 (fax) 256-9570 (cell) none (email) thlowrey@aol.com	2/4/2004	10/31/2008
Lynn Pavelka-Zarkesh 422 Ridgeway Drive Grand Junction CO 81503 WORK: LPavelka Photos (owner) 613 Mesa Valley Drive Grand Junction CO 81504	(home) 241-2395 (work) 210-0729 (fax) none (cell) none (email) lpavelkaphotos@earthlink.net	8/18/2004	10/31/2008
Reginald L. Wall 2040 Wrangler Way Grand Junction CO 81503 WORK: Target Stores (Store Manager) Address: 2424 Hwy 6 & 50 Grand Junction CO 81506	(home) 256-9674 (work) 245-8056 (fax) none (cell) 433-2732 (email) wall41092@bresnan.net	8/18/2004	10/31/2009
Patrick J. Carlow (1st Alternate) 2434 Cortland Avenue Grand Junction CO 81506 WORK: B & H Sports Address: 599 Northgate Dr Grand Junction CO 81505	(home) 245-3804 (work) 245-6605 (fax) none (cell) none (email) pcarlow@focalconcepts.com	11/17/2004	10/31/2008
Ken Sublett (2nd Alternate) 413 Montero Street Grand Junction CO 81503 WORK: Colorado State Univ Extension Office (Master Gardner)	(home) 985-0368 (work) none (fax) none (cell) none (email) sublett@coloradomtn.edu	1/18/2006	10/31/2008

5/25/2006

GRAND JUNCTION BOARD OF APPEALS
(Three-Year Term)
(5 Members)

		<u>START</u>	<u>EXPIRES</u>
Dr. Paul A. Dibble (Chairman) 4001 Ptarmigan Piazza Grand Junction CO 81506 WORK: Retired / Business Owner	(home) 242-0722 (work) none (fax) 245-5899 (cell) none (email) dibson@gvii.net	12/15/1999	10/31/2008
Mark Williams (Vice-Chairman) 3137 Cloverdale Ct Grand Junction CO 81506 WORK: Attorney 326 Main Street, Suite 205 Grand Junction CO 81501	(home) (work) 242-2111 (fax) 242-8466 (cell) none (email) none	7/19/2000	10/31/2006
Travis Cox 140 Chipeta Avenue Grand Junction CO 81501 WORK: Address Grand Junction CO	(home) 257-7291 (work) (fax) none (cell) 216-4534 (email)	9/4/2002	10/31/2007
Patrick J. Carlow (PC 1st Alternate) 2434 Cortland Avenue Grand Junction CO 81506 WORK: B & H Sports Address: 599 Northgate Dr Grand Junction CO 81505	(home) 245-3804 (work) 245-6605 (fax) none (cell) none (email) pcarlow@focalconcepts.com	11/17/2004	10/31/2008
Ken Sublett (PC 2nd Alternate) 413 Montero Street Grand Junction CO 81503 WORK: Colorado State Univ Extension Office (Master Gardner)	(home) 985-0368 (work) none (fax) none (cell) none (email) sublett@coloradomtn.edu	1/18/2006	10/31/2008

5/25/2006

**Attach 2
Strategic Plan Team #1 Report**

**Report
Strategic Plan Team #1**

Assignments: To evaluate zoning and infrastructure as tools to encourage development along major corridors; and to explore citizen based planning.

Team Members: Jim Spehar, Gregg Palmer, and Lynn Pavelka-Zarkesh
Staff Support: Sheryl Trent, John Shaver, Tim Moore, and Kathy Portner

PAST MEETINGS

In the quick review of previous meetings it was determined that the 10 year CIP had been reviewed but that there were no significant opportunities identified for the use of zoning and infrastructure to assist development. The infill and redevelopment program was also reviewed.

GOALS

The team determined that we had three goals:

1. Short term goal is to continue our infill/redevelopment program and focus in our core area for infrastructure improvements and financial assistance
2. Mid term goal is to work with appropriate entities in the County through our economic development process to continue to provide infrastructure and therefore industrial land for development.
3. Long term goal is to work with the impact of growth and annexation study and the comprehensive plan to identify issues and solutions

MAJOR ISSUES

- Persigo Agreement This will be a part of both the annexation study and the comprehensive plan.
- Availability of Industrial Land Staff still needs to identify what industrial land we have.
- Zoning of Industrial Land This was an issue the team felt was best addressed in the comprehensive plan process.
- Code Changes to Promote Goals This was embraced by the team and they agreed to be a part of the review process for regulatory and code issues.
- Comprehensive Plan The team would like to be involved in this plan and requested that staff provide a scope and budget for this project in conjunction with the annexation study. The team indicated that the entire Grand Valley, including the buffer zone, should be contemplated in a partnership with the County, Fruita, and Palisade.

- 2006 Area and Corridor Plans/Citizen Involvement
- The North Avenue Corridor Plan will commence under consultant leadership in July of this year. The South Downtown Plan will start at the end of 2006 and finish in July of 2007
- Annexation Impact/Cost of Services Study The team realized this will have to be a part of any comprehensive plan and that we did not want to delay the process. The team suggested that we roll this into the comprehensive plan overall process and apply for a DOLA grant in the next cycle (December of 2006) to help fund this approach.

TIME LINE FOR ACCOMPLISHMENTS

- ✓ Report to City Council The team felt strongly that the City Council needed an update in a workshop, at the earliest possible date in order to reach consensus about the stated goals and the financial aspects of this approach.
- ✓ Comprehensive Plan in 2007-2008

Comprehensive Plan Information

A comprehensive plan is a written document that identifies the goals, objectives, principles, guidelines, policies, standards, and strategies for the growth and development of the community. It could be considered the umbrella plan over all the other plans the City has developed and implemented. The land use plan (often referred to as the Growth Plan in the City of Grand Junction) is one element of a comprehensive plan, as is our Urban Trails Master Plan, our Parks Master Plans, and our Transportation Plan. Every policy decision is driven by the comprehensive plan, as is our long term Capital Improvement Plan.

A comprehensive plan provides a broad, general overview of the physical development of our area. In this sense, it reviews past development patterns that have led to our present conditions, and then provides a long range, futuristic view (usually 15 -25 years) of how we should develop or redevelop. In simple language, a comprehensive plan is the policy that tells where we have been, where we are now, where we want to go, and how we are going to get there. However, it is not an end product and should be considered a flexible, evolutionary guide that is able to accommodate change as necessary.

The following is a statement of purpose from Benton County, Washington and their comprehensive plan:

“This Plan seeks to preserve those elements of the natural environment and the local custom and culture that are the essence of the quality of life for county residents. Simultaneously, it seeks to facilitate, even encourage economically productive use of the land/resources base in order to provide the prosperity which enables the enjoyment of a quality life.”

[History of Comprehensive Planning in the United States](#) The comprehensive plan has its roots in the governmental reforms of the late 19th and early 20th centuries. The U.S. Department of Commerce Advisory Committee on Planning and Zoning institutionalized comprehensive planning in the Standard Zoning Enabling Act of 1926 and the Standard City Planning Enabling Act of 1928. Since the 1920s, the Judicial System had consistently affirmed government’s right to plan in order to provide for the public good and that the overall public good takes priority over individual desires.

[Elements of a Comprehensive Plan](#) Usually comprehensive plans address the following elements, and while the overall plan has a view of 15 – 25 years, the elements (especially the Land Use element) may have much shorter time frames, such as 5 – 10 years:

- Issues and opportunities

- Economic development
- Intergovernmental cooperation (including the Persigo agreement)
- Land use
- Housing
- Transportation
- Utilities and community/public facilities
- Agricultural, natural and cultural resources

May address:

- ✓ Goals, objectives and policies for the immediate and long term enhancement, growth and development of the community;
- ✓ Existing and proposed land uses and their intensity;
- ✓ Natural resources;
- ✓ Sensitive environmental areas;
- ✓ Population, demographic, and socio economic trends;
- ✓ Transportation facilities (including airports);
- ✓ Infrastructure;
- ✓ Parks and recreation;
- ✓ Other governmental plans and regional needs;
- ✓ Proposed means to implement goals.

Benefits of a Comprehensive Plan Possible benefits of a comprehensive plan:

- Provides a process for identifying community resources, long range community needs, and commonly held goals;
- Provides a process for developing community consensus;
- Provides a blueprint for future governmental actions.

Persigo Agreement The 201 Sewer System was created in 1979 by agreement between the City of Grand Junction and Mesa County and later supplemented by agreement in 1980. In these contracts, the City was given complete authority to manage the sewer system. Since the City was the historical provider of sewer collection and treatment services in the urban area, this assignment of authority was logical. The sewer service area was defined in the late 1970's. At that time the Persigo Wastewater Treatment Plant was under design. The 201 Sewer Service Areas include most of the urbanizing area in the central part of the Grand Valley. The City provides sewer service, which collects sewage for delivery to Persigo. System users inside of special district boundaries pay an additional charge to the sanitation districts for these sewer services. The City and the County, in 1998, renegotiated the 1980 agreement concerning growth and joint policy-making for the Persigo Sewer System.

The comprehensive plan could integrate the agreement known as the Persigo agreement into the overall planning process for the Grand Valley. It is clear that the

Persigo agreement, adopted in 1998, needs to be updated and reviewed with our growth patterns and land use development re-evaluated and addressed.

Sample Objectives Each element of the comprehensive plan would have specific objectives. Some sample objectives of the Land Use Element of the Plan could be:

- To examine past, present, and anticipated future land use trends,
- To make efficient use of available land and proper re-use and expansion of existing land uses (this means to discourage expansion of those uses which are seen as being detrimental to the plan's recommended pattern of development, i.e. high density residential development would be discouraged in certain areas and in areas lacking public sewers and poor soils),
- To protect, preserve and enhance residential neighborhoods and environmentally sensitive areas,
- To rationally accommodate new industrial, commercial, residential and other development,
- To avoid land use mistakes of the past,
- To encourage and promote past, desirable land use practices,
- To stimulate and provide new policy direction and land use techniques,
- To strike a balance between a pro-development policy and an anti- growth policy, and
- To provide a policy statement to serve as a guide and reference for land use issues.

Timeframe and Budget If the City Council were to determine a comprehensive plan were appropriate for the City of Grand Junction, it would be an opportunity to partner with other governmental agencies throughout the Grand Valley. If we pursue an impact of growth study that would be a good base of information to then begin the comprehensive plan. The timing would be 18 – 24 months, and the cost may be in the \$250,000 range, depending upon the elements included and how much of the work can be done by staff. We would want to bid the process, possibly bringing in sub bidders to work on the specific elements.

**Attach 3
Future Workshop Agendas**

FUTURE CITY COUNCIL WORKSHOP AGENDAS

(12 July 2006)

↪ **JULY 31, MONDAY 11:30 AM** at **TWO RIVERS CONVENTION CENTER**

11:30 PLANNING UPDATE

12:10 STRATEGIC PLAN UPDATE REPORT FROM TEAM #1: (Evaluate zoning & infrastructure as tools to encourage development along major corridors)

↪ **JULY 31, MONDAY 7:00PM** in the City Hall Auditorium

7:30 ANNUAL PERSIGO MEETING WITH THE
MESA COUNTY BOARD OF COUNTY
COMMISSIONERS



AUGUST 2006

↪ **AUGUST 14, MONDAY 11:30 AM** at **Hilltop**

11:30 HILLTOP: Meet with Hilltop Board at their new Life Center

↪ **AUGUST 14, MONDAY 7:00PM** in the City Hall Auditorium

7:00 COUNCIL REPORTS, REVIEW WEDNESDAY AGENDA AND FUTURE
WORKSHOP AGENDAS

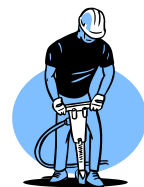
7:25 CITY MANAGER'S REPORT

7:30 DISCUSS BOUNDARY ADJUSTMENTS FOR CITY COUNCIL DISTRICTS

SEPTEMBER 2006

↪ ~~SEPTEMBER 4, MONDAY 11:30 AM~~ CANCELED for LABOR DAY

↪ ~~SEPTEMBER 4, MONDAY 7:00PM~~ CANCELED for LABOR DAY



↪ **SEPTEMBER 18, MONDAY 11:30 AM** at **Two Rivers Convention Center**

11:30 MEET WITH VISITOR & CONVENTION BUREAU BOARD

GRAND JUNCTION
Colorado's Wine Country

↪ **SEPTEMBER 18, MONDAY 7:00PM** in the City Hall Auditorium

7:00 COUNCIL REPORTS, REVIEW WEDNESDAY AGENDA AND FUTURE
WORKSHOP AGENDAS

7:25 CITY MANAGER'S REPORT

7:30 RIVERSIDE PARKWAY: Phase III Update



OCTOBER 2006

↳ **OCTOBER 2, MONDAY 11:30 AM** in the Administration Conference Room
11:30 OPEN

↳ **OCTOBER 2, MONDAY 7:00PM** in the City Hall Auditorium
7:00 COUNCIL REPORTS, REVIEW WEDNESDAY AGENDA AND FUTURE
WORKSHOP AGENDAS
7:25 CITY MANAGER'S REPORT
7:30 APPOINTMENTS TO BOARDS & COMMISSIONS
7:35 OPEN

↳ **OCTOBER 16, MONDAY 11:30 AM** in the Administration Conference Room
11:30 OPEN

↳ **OCTOBER 16, MONDAY 7:00PM** in the City Hall Auditorium
7:00 COUNCIL REPORTS, REVIEW WEDNESDAY AGENDA AND FUTURE
WORKSHOP AGENDAS
7:25 CITY MANAGER'S REPORT
7:30 OPEN

↳ **OCTOBER 30, MONDAY 7:00PM** in the City Hall Auditorium
7:00 COUNCIL REPORTS, REVIEW WEDNESDAY AGENDA AND FUTURE
WORKSHOP AGENDAS
7:25 CITY MANAGER'S REPORT
7:30 APPOINTMENTS TO BOARDS & COMMISSIONS
7:35 OPEN

↻ BIN LIST ↻

1. Code Text Amendments (August 14, evening workshop?)
2. TIF Bond Issue (October 16?)
3. Jim Lochhead water issues update (Fall)

2006 Department Presentations to City Council

1. Administrative Services? (GIS)

Geographic Information System _____