2014 Planning and Development Services (P&DS) Advisors

Meeting Date	October 22, 2014	August 27, 2014	May 1, 2014
Meeting Attendees	• Steven Wallace • Phil Shull • Ken Hotard • Vince Porreca • Lou Della Cava • Bruce Dierking • Jeff Eckert • Carol Adams • Stephen Tebo • Charlie Hagar • Garth Braun	• Ethan Miley • Steven Wallace • Garth Braun • John Wyatt • John Koval • Jerry Novotney • Jeffrey Wingert • Bill Holickey • Lou Della Cava • Carol Adams • George Russell • Charlie Hagar • Rob Fisher • Alex Cassidy	• Josh Fiester • Lou Della Cava • Carol Adams • John Koval • Charlie Hager • John Wyatt • Mike D'Onofrio • Kevin Knapp • Stephen Tebo • Dale Hubbard
Meeting Agenda	• Update on Planning Policies / Oct. 14 Study Session • Building Excellence Permit Review Update • Staffing Update • Activity Update • Outcomes of 2015 Budget • Activity Update • Customer Feedback Session	• Follow-up Items from May 1, 2014 • Building Excellence permit review update • Staffing Update • Activity Update • Budget Update • Boulder Valley Comprehensive Plan 2015 Major Update • Landlink Replacement Project Update • Customer Feedback Session	• Follow-up Items from December 11, 2013 • Staffing Update • Activity Update • Comprehensive Housing Strategy • Utility Rates • Customer Feedback Session
Meeting Notes	See page 2	See page 4	See page 5

October 22, 2014 P&DS Advisors Meeting Notes

Customer Feedback Session

Community Benefit and Educating on Development

Phil Shull: There is a need for predictability, especially in regards to density and property value.

Bruce Dierking: Developers and councilmembers can have conversations when there is not an ongoing application process. CAO should clarify those rules.

Vince Porreca: Staff and developers should be able to talk, but Planning Board and City Council seem to think otherwise.

Bruce Dierking: The rules need to be clear.

Lou Della Cava: Why isn't Council accountable to understand development issues?

Steven Wallace: The entire community needs to be educated.

David Driskell: We need to consider policy objective, not just the building aesthetic.

Phil Shull: PB/CC said we're not getting enough "community benefit"

David Driskell: There are varying definitions of "community benefit" and we have heard that there is a need for flexibility and predictability.

Bruce Dierking: Uses will change over time. PB/CC need to understand that the building and form are what need to be considered above the use in regards to community benefit.

David Driskell: Our Comprehensive Plan will better communicate the vision. The 2015 update will start mid 2015. The new Council will give us direction. East Arapahoe is a vision plan, not an area plan. The medical offices may be addressed through zoning allowances sooner than the Comprehensive Plan update.

Property Values Code Change to Council

Stephen Tebo: We need to know how to evaluate a property (not using the Assessor). He has been told several times that this issue would be brought before Council, but it never has.

Charles Ferro: This item was companion to the right-of-way density code change. (We try to package code changes together so ther's not a public meeting for one small item). He will add the item to the Council calendar in Dec./Jan.

TECDOC Submittals

Bruce Dierking: The number of items that need to go through TECDOC has increased, which adds 3-4 months to the process.

Edward Stafford: This may just be a perception. Staff can do a better job of messaging through comments, and the applicant needs to submit complete TECDOC applications. We do not want TEC and PMT running concurrently.

Title Policy

Vince Porreca: Title policy shouldn't expire after 30 days when nothing has changed from previous submittal, and shouldn't need to be provided multiple times throughout the project.

Charles Ferro: This will be brought up at PRG and with CAO. He will talk with his team about when the title policy is required, and work with applicants to better manage when the title policy needs to be provided.

Site/Drainage Inspections

Jeff Eckert: Final site/drainage inspections cannot be scheduled through the automated system.

Dave Thacker: Will talk to Coleen Estep and LaDonna Eubanks to ensure this is fixed.

Project Specialists

Jeff Eckert: The Project Specialists are doing a great job and the new hires are getting brought up to speed.

Code Enforcement

Steven Wallace: Codes need to be written in a way that they're easier to enforce.

Follow up/Action items suggested by Advisors

- None

August 27, 2014 P&DS Advisors Meeting Notes

Customer Feedback Session

Important to communicate to customers where the service center is going when the civic Area Plan is implemented.

We need an enforcement process in place to enforce code issues prior to an issue arising (for example: short-term rentals in low density areas). City could anticipate that problem before the issue arises.

What ROW Enforcement is asking for is impractical. There's a difference in opinion and customers have to guess when to schedule their concrete guys. Phil Schull to follow up with Edward Stafford.

Questions about resiliency across the city and how we're addressing utility rates.

What is the city doing about VRBO? Private companies are buying homes to rent, like "private motels". David answered that this will come up at the CHS Study Session.

Will there be a city-wide moratorium? David and Mo answered that we are working to identify areas of concern and are having discussions with boards, but a city-wide moratorium has not been discussed.

Customers thanked us for working on permit review time, but noted that project specialists are hesitant to make decisions. They can't give a direct answer, which is not efficient for the customer.

Comments for plan review are varied (not enough sometimes and too much sometimes), it makes it difficult to know what to plan for (subject to "field inspection" interpretation). Customers need consistency on building permit inspection. Dave Thacker said we are working on it, and our electrical inspectors will be reviewing the same projects they're inspecting.

Follow up/Action items suggested by Advisors

Building Excellence

May 1, 2014 P&DS Advisors Meeting Notes

TECDOC

Some attendees voiced concern that the TECDOC process takes longer than expected and can go through too many rounds of submittals, which impacts applicants' timing and consultant fees for their customers. Applicants are being required to resubmit for standard review comments, and would like to know how the city can make this process more efficient. Is there a way to integrate the TECDOC process within the construction document process so there are not two competing documents between contractors' "evolved" plan and the city's "red-lined" TECDOC?

Statistics

Several attendees felt as if independent groups should verify the statistics that city staff references prior to submitting it to Council. They would appreciate to have explanations of data and sources, and would like staff to communicate different boards' feedback regarding data to Council, when applicable.

For the specific example of job to population ratio cited in the CHS handout, attendees were encouraged to speak directly to Jay Sugnet about the process of gathering data and qualifying it with independent consultants.

Comprehensive Housing Strategy

One attendee felt as though the Comprehensive Housing Strategy work needed to focus on the senior population more – that they need efficient, economical living. Jay Sugnet responded that there was a senior focus-group, and the perceptions of what seniors' needs are will be covered at the Council Study Session.

Comments about the ADU/OAU saturation and ten percent regulation being extremely restrictive were also stated, and Jay Sugnet and David Driskell encouraged attendees to stay involved in the ongoing public process.

Utility Rates

Attendees appreciated the utility rates graphic and noted that education is key, especially for homeowners, and suggested that the city *give* the information to residents rather than just *offering* it. They would also like the city to help people understand exactly what the utility fees are going toward.

Follow up/Action items suggested by Advisors

1. TECDOC review efficiency – Dave and Edward
2. Data and statistics – how city staff ensures accuracy and reliability
3. Building Excellence permit review update – Charles, Dave, and Edward

2013 Planning and Development Services (P&DS) Advisors

Meeting Date	December 11, 2013	September 4, 2013	May 15, 2013	Jan. 24, 2013
Meeting Attendees	None recorded	None recorded	None recorded	None recorded
Meeting Agenda	• Flood Update • Follow-up Items from September 4 • Title 9 Code Changes Update • ICC Code Adoption • Fire Suppression Systems • Permit Issuance • Services Center Initiatives • Contractor Licensing • Electronic Plan Submittal • Staffing Update • Activity Level Update • Customer Feedback Session	• Title 9 Code Changes Update & Other Planning Initiatives • Building & Energy Code Update • Activity Levels & Staffing Update • Case Management for Building Permit • Customer Feedback Session	• Services Center Initiative Update • Activity Levels & Staffing Update • Building Code Process Update • Housing Study Session • Customer Feedback Session	• Services Center Initiative Launch • Activity Levels & Staffing Update • Building and Land Use Codes Update • Customer Feedback Session
Meeting Notes	See page 7	See page 9	None recorded	None recorded
P&DS Advisors Invited to 2013 Meetings	• Jack Rudd • Kirsten Snobeck • Nick Rehnberg • Garth Braun • Jeff Dawson • Bill Holicky • Dale Hubbard • Chris Shears • Bruce Dierking • Michelle Bishop	• Phil Shull • John Wyatt • Mark Hageman • Charlie Hager • Lynda Gibbons • Lou Della Cava • Stephen Tebo • Jeff Eckert • Mike Boyers • Doug Parker	• David Packard • David Neiger • George Russell • Ryan Hibbard • Kim Calomino • Kevin Knapp • Carol Adams • Vince Porreca • David Ziegert	• Clarence Crosby • Steve Wallace • Ken Hotard • Kyle McDaniel • John Kovall • Joel Smiley • Mike Onofrio • Josh Feister • Tony Brown

December 11, 2013 P&DS Advisors Meeting Notes

Flood Update

Mo Rait provided statistical information regarding the flood and damage sustained. She noted $43 million was the current estimate of city damage and the city is getting back into operational mode just three months post-flood.

Lou Della Cava questioned how much of the budget is being deferred to flood recovery. Mo stated the numbers are not complete at this time however there are city reserves to fix the major problems and get reimbursed. Ms. Rait stated city projects and funding are all being re-evaluated at this time.

John Wyatt questioned if any code changes in construction will result from the flood. David Driskell stated no new or additional construction requirements were being added to the code adoption process. He confirmed some occupancy allowances may be granted due to displaced housing but nothing in the construction code.

Planning & Development Services Update

Charles Ferro provided an update on the Title 9 changes including a draft change to the value of structures and parking for uses such as restaurants, industrial, and warehouses. Some advisors questioned the delay from presenting in November as indicated in the last advisor's group meeting. Mr. Ferro cited the flood and staff resources needed for recovery efforts.

Dave Thacker informed the group fire suppression was not adopted as part of the 2012 ICC codes this past October.

Terry Stonich provided an update on the software replacement project. He indicated the desire for electronic submittal is hindered by our current platform however assured the group electronic submittal will be part of the new software acquisition. Mr. Stonich stated we currently accept e-submittals on LUR/ADR/and TEC applications. Dale Hubbard cited that Blue Beam is embraced by the building community and hopes the city will research this product for e-plan review. Terry stated that one of the two leading vendors offers Blue Beam and will take the advisement back to the core selection team. Vince Porreca requested the city improve access to records and dispositions on the web. Terry indicated this is being reviewed and will follow up.

Lou requested that aside from the software acquisition we research methods on reducing the review timeline. Phil Shull requested management to review the policy to release comments that do not cross discipline lines. He cited the long review timeline is costly and many of the comments can be addressed while others perform their review. Several members agreed.

Dave Thacker announced that LaDonna Eubanks was hired as the Building Inspection Supervisor/Assistant Building Official. We will also being adding two limited term positions to the Services Center including a Plans Examiner. Phil and Jeff Eckert questioned if the position would be commercial or residential focused. Dave stated he hopes the individual will be well versed and capable to do both.

Mo Rait informed the group Heidi Hanson joined the team as Katie Knapp's replacement. She stated there are vetting a couple candidates for Development Review Manager at this time. Vince noted that Scott Kuhna had been doing an exceptional job as interim.

Charles Ferro stated the Development Review Planning will be hiring an Associate Planner to backfill for Jessica Vaughn's vacancy.

David Driskell informed members interviews for the Civic Area Coordinator will be conducted in the coming weeks.

Follow up/Action items suggested by Advisors:

- Research HERS model related to historic preservation – Dave Thacker
- Research improvement and adherence to plan review timelines - Team
- Create more transparency with release of review comments – Team
- Research online access to records and dispositions - Terry
- With new inspectors, advisors requested more training for consistency with corrections - Dave

September 4, 2013 P&DS Advisors Meeting Notes

Title 9 updates provided by Karl Guiler.

Bruce Dierking requested staff review the restaurant parking calculations as he indicated they are difficult at best and should be a high priority.

Building Code update provided by Mo Rait.

The main concern revolved around existing subdivisions and infrastructure having to comply with the fire suppression system in 2014. Jeff Eckert expressed concern than nothing would be grandfathered in and that infrastructure would be ripped out to meet the fire department needs.

Follow up/Action items suggested by Advisors:

- Josh Feister requested information on the critical facilities and flood plain schedule. Heidi indicated she would respond to this request. I believe *Heidi addressed this with Josh.*
- Jeff Eckert requests the city have a discussion regarding existing subdivisions having to remove roadway infrastructure for potential new water lines due to the fire suppression requirement in 2014.
- Jeff Eckert and Jeff Dawson requests the city to continue to work on a process for contractors that have routine or stock plans using a drop off or fast lane of service. *Dave requested Karlin to develop some ideas. A conceptual idea has been formulated to which has not been presented due to the flood and our need to shift focus and priorities.*
- Phil Shull requests the city to review the current business process of holding all corrections on plan reviews until all departments are finished. He said the timeline is extensive and to wait to get a letter for a few items that take a day to compile needs to be evaluated. He suggested staff make more phone calls on corrections and materials to help contractors get to work instead of waiting for a denial letter. Phil and other advisors would like more transparency from P&DS staff.
- Jeff Dawson indicated contractor licensing was requesting ICC certification paperwork again even though it had been provided two years ago. *Research on this concern was completed. The city had the forms and sent them to be scanned. The documents have been scanned however not indexed and released due to an extensive backlog. Administrative staff working now attaches all documents to each license.*
- Phil Shull requested staff not release permits solely on Fridays. *I ran a report and researched this issue and permits are not being held until Fridays. Permits are issued by administrative staff after the last review is completed and they are issued five days a week. Fire permits are issued each morning as well as on an individual based upon calls from the Fire Department.*

2012 Planning and Development Services (P&DS) Advisors

Meeting Date	October 24, 2012	August 22, 2012	June 27, 2012	January 25, 2012
Meeting Attendees	None recorded	None recorded	None recorded	• Jack Rudd • Kurt Nordback • Garth Braun • Dale Hubbard, • Phil Shull • John Wyatt • Joel Price • Lou Della Cava • Jeff Eckert • Michael Markel • Kevin Knapp • Carol Adams • Vince Porreca • Ken Hotard • Josh Feister • Stephen Tebo

Meeting Agenda	• Staffing Update
	• Critical Facilities
	• Pilot Programs (In-Service Day)
	  o Tenant Finish Improvements
	  o Services Center Open Through Noon
	  o Project Specialist Scheduled Meeting Times
	• 2012 Code Updates
	• Timeline & Scheduled Training
	• 2013 Budget
	• Feedback/Questions
		• Staffing Update
		• Pilot Programs (In-Service Day)
		  o Tenant Finish Improvements
		  o Services Center Open Through Noon
		  o Project Specialist Scheduled Meeting Times
		• 2013 Budget
		• Feedback/Questions
			• Customer Feedback Summary – Customer Service Improvements
			• Records Management/Web-site Update/LandLink Replacement
			• 2012 Revised Meeting Schedule
				• Customer Feedback
				• Staffing Update/Changes
				• 2011 Activity Levels
				• 2012 Work Program
				• Building Excellence

Meeting Notes	See page 12	See page 13	See page 16	See page 17
P&DS Advisors Invited to 2012 Meetings	• Jack Rudd • Kurt Nordback • Garth Braun • Jeff Dawson • Bill Holicky • Dale Hubbard • Bruce Dierking • David Packard • Phil Shull	• John Wyatt • Mark Hageman • Charlie Hager • Lynda Gibbons • Lou Della Cava • Stephen Tebo • Jeff Eckert • Mike Boyers • Doug Parker	• David Neiger • George Russell • Ryan Hibbard • Kim Calomino • Kevin Knapp • Carol Adams • Vince Porreca • David Ziegert • Clarence Crosby	• Steve Wallace • Michelle Bishop • Ken Hotard • Kyle McDaniel • John Kovall • Joel Smiley • Mike Onofrio • Josh Feister • Tony Brown

October 24, 2012 P&DS Advisors Meeting Notes

Critical Facilities

Suggestion was made that staff reach out to the Boulder Hotel Association

2012 Code Update

The request was made to include more public outreach for the 2012 code adoption. As a result of this request, the timeline for the code adoption has been revised. Please see attachment A.

Further follow-up was requested on the plan for Contractor Licensing testing. With the new code adoption, will contractors be required to re-test at time of renewing their licenses? How will that communication work?

Budget

In looking at Use Tax reconciliation, what is the decided date of project completion? CO?

August 22, 2012 P&DS Advisors Meeting Notes

Update on Primary Employers Study

Question asked about the timing on zoning changes

- Short term and Long Term: dependent on City's work program and Council's input
- Needs to be clear agreement on issues, probably 3, 6, & 9 month phases

Medical zoning in the east: could shift to higher priority, referred to in the June City Council meeting

Rate- Nature of report & survey cautious about confidentiality

- Careful not to skew the results of the survey
- Need to have scientifically fair results
- Outreach programming?

Flexibility & real life experience

- Client to open nutrition bar facility didn't have a zoning use where they fit, how does the city allow for flexibility of use objectively?
- Development review team is evaluating that
- Trying to help with consistent policy, but some uses aren't achieving this policy
- There are uses that didn't exist 15 years ago

There exist code hurdles that keep staff from meeting community goals

Has COB researched other communities who are doing cod simplification processes, like Denver?

- Changes in Denver, process was intense and took a long time, although it's worth talking about
- The City did a code simplification process in 2006, there are broader code change issues suggested

Is there anything about Senior housing being considered in the report or elder care

- It is a primary employer study, which touches on work force housing, which is a broader issue
- Reason there are likely less customers signing into the Project Specialist call log is that they are not using the phone system because response times are so long

- Administrative staff is answering more calls and routing calls to other P&DS staff
- We recognize this is an issue and hoping with the addition of the Project Specialist, this situation will be resolve

Feedback Session

Update on off-site inclusionary housing, will that remain under HHS

- Suggestion that this question needs to be followed up with Karen Rahn
- For off-site housing when it meet requirement, there is a need to create criteria
- There need to be tweaks to how rentals work

Alcohol Land Use question

- A definite priority from Council to proceed full speed ahead although a critical path has not yet been charted out
- The community may be blinded sided as to the timing
- The city will be going back out to the public
- Action likely at the end of 3rd quarter
- Is Council interested in grandfathering or retroactive?

Has there been any progress on streamlining the Tenant Finish process?

- Not yet, but it is high on the list of P&DS priorities

How can we address the conflicts with ROW inspectors being new inspectors and not being empowered to make decisions that have cost impacts?

- There are conditions in the ROW that cannot be changed
- Can the City find a way to work together on it?

Will the 2013 fees increase?

- There will likely be changes in building permit fees with a changes to valuations on basements, lowered from 80% to 50%
- City will be adopting the ICC Table
- DETs will be increased by 3.9% based on inflation
- Impact Fees will be increased by 4.7% based on inflation
- Trish Jimenez will put together a summary of fees email

What is the checks & balance of fees for auditing purposes?

When will an on-line fee calculator be created?

- Part of the LandLink Replacement Project

Outreach to allow for simplification, small remodel cost for homeowner

Customer service feedback should be sent to customers as each permit is released and have an actual person respond to each inquire, or randomly choose

- Suggestion not to do a form survey, so as not to be bombarded like the car dealerships

Happiness about adding more inspectors, not just ROW inspectors that need to be empowered to make decisions and not just look at things by the book

Unable to submit for PMT w/o approved demo permit

- Would be easier if they could submit while the demo process is going on
- Slows down process and creates risk for families

Suggestion made again about adding project specialist up front to allow for scheduled appointments

What's the timeline on 2012 code update

- 4th quarter of this year, would go into effect 1/13
- How will that dovetail with commercial energy? Same as new construction

Are the new hires coming up new positions?

Staff change over in the middle of application processes needs to be address

- Structure needs to be in place to allow for continuity for applicants

Proposal made to change Advisors' meeting format

- Suggestion made to have more feedback brainstorming ideas for improvements

June 27, 2012 P&DS Advisors Meeting Notes

GIS floodplain maps and .pdf maps do not match. Staff clarified where to find and how to use floodplain available on our website. Also request for city to share contours for flood maps.

LandLink Replacement Project (LRP) request for new system to include the status of a permit on-line (where it is in the review process) and reviewer comments to date.

Services center consider two lines, one for architects and developers and another for general questions and home owners.
LRP requests for paperless plan submittal review and comments.

Request to implement city of Denver “walk through” permit processing.

Make review track time lines available on-line. How long do case-types take to complete (LUR and PMT)?

LRP allow for submission of 3d files (SketchUp).

Need ability for customers to know when inspectors will show up on site (2 hour window?).

Current projects under review website map needs to be updated to include final approved plans.

Payments currently limited for credit cards to $2,000, customers would like us to revisit this (especially when we move to on-line submittal).

Sales and use tax, allow for payment to occur over time and not as a single lump sum payment.

LRP user interface should be user friendly.

More timely reviews and comments have been occurring. However some of the electrical comments could be redline instead of a resubmittal.

Discussion about the level of detail and types of comments for pre-application meetings.

Request to keep and distribute notes of P&DS Advisor meetings.

January 25, 2012 P&DS Advisors Meeting Notes

Request for Future Topics

A request was made at the beginning of the meeting to discuss irrigation PIFs and incentives for water conservation at a future meeting.

Appreciation

Customer Service

Multiple comments were made about the increase in customer service over the past two years. Phone calls were being returned sooner and it was noted that staff is being more proactive in their communication during review cycles. Permit applications were being reviewed on-time more frequently, timeframes are meaningful and 9 out of 10 permits are coming out on time. It was noted that the level of detail required at site review and tech doc now seems more appropriate (to the respective process).

It was noted that the Engineering and Transportation groups are working together more effectively and staff are focused on process efficiencies which help reduce costs to the applicants.

P&DS Services Center Staff also appear more efficient and positive than in the past. Recent hiring decisions were also viewed as positive.

Suggested Improvements

Permitting

Creation of a standard approval track so applicants can work on issues sooner would be helpful. Having the information available on the web was recommended and applicants would appreciate receiving comments sooner to expedite their response and follow up .

Fees

The creation of a useable fee calculator available on-line would allow applicants to better estimate costs. The current fee schedule is considered difficult to follow and often the fees are not calculated by staff until the time of permit pickup. In one example offered, there was an error in the fee calculations and the applicant was requested to pay additional fees of $220,000.00. It was noted that generally, city fees are 20% of a project budget.

Better coordination between tax use staff and permitting staff is needed.

Site Review and Tech Doc

With respect to the Development Review process concept review and, site review seem like mini and major-site review. . Too much detail is being required at process steps that should be more conceptual in nature.

Services Center

The PUD documents/history should be available for Project Specialists in order to access necessary information necessary for customers and clients. . Public access to old PUDs would also be appreciated.

Advisors would like code clarifications or a code application to be "standard" and a staff level position or disposition issued. .

Many applicants rely on staff history of a site and policy interpretation. Clients would like a more in-depth response than just giving the information by reading the code. Would like Project Specialists to be better able to explain the intent of the code rather than recite code language.

Could notes per project (that capture an applicant's discussions with staff) be maintained in the system and accessed at the front desk?

More continuity and consistency is needed at the Project Specialists stations. Customers would also like the ability to book appointments with particular Project Specialists for information gathering and submittals. Having to repeat the same project history to different Project Specialists each visit is counterproductive.

Could Project Specialists or Case Managers be designated or assigned? That would help when customers have multiple projects going through the process at the same time. One point of contact would streamline the process for applicants.

The walk-in over-the-counter (OTC) process and what's involved is unclear. There is a lack of predictability when customers come in to apply as what's eligible (in terms of type, size and use) doesn't seem to be consistently considered. Investigating the City of Denver's OTC process was recommended.

Permits and approvals timeframes and investments have been in a black hole the last 3 years (due to the bad economy). How much of what has already been paid (value "sunk" in a project) will we get credit for as permits & re-submittals are resurrected?

Issues raised about forms needing to be updated, title work current within 30 days, Project Fact Sheets are annoying and attachments and checklist should reconcile.

"Mineral rights thing." The question was asked, "Why do we have to do this? It requires a title search and an attorney."

Other concerns included the need to update the Land Use Code, Public Notice issues, and Use interpretation don't necessarily fit into compartments (for Industrial uses)

Inspections

Using building inspectors as generalists instead of specialists does not seem helpful. . Is this the right approach to inspection? Is staff trained sufficient?

Code Changes

Adoption of 2012 ICC codes have implications for single family homes. The requirement for fire sprinklers may impact water service lines. Need to give contractors a heads up. Get the word out soon about potential code changes.

County Request

>50% change in value triggers upgrades. There is a major discrepancy between Boulder Assessor's office and land/building values (need to be more equitable). Assessor's baseline is adjusted on building side; they do not adjust the value of the land. Is the city's approach based on construction of building or another system?

Other

Suggested we have name tags available for the next meeting.

2011 Planning and Development Services (P&DS) Advisors

Meeting Date	Cannot be confirmed at this time			
Meeting Attendees	None recorded			
Meeting Agenda	None recorded			
Meeting Notes	None recorded			
P&DS Advisors Invited to 2011 Meetings	• Jack Rudd • Tim Plass • Garth Braun • Jeff Dawson • Bill Holicky • Dale Hubbard • Bruce Dierking • David Packard • Phil Shull	• John Wyatt • Mark Hageman • Charlie Hage • Lynda Gibbons • Lou Della Cava • Stephen Tebo • Jeff Eckert • Doug Parker • David Neiger	• George Russel • Ryan Hibbard • Kim Calomino • Kevin Knapp • Carol Adams • Vince Porreca • David Ziegert • Clarence Crosby • Steve Wallace	• Michelle Bishop • Ken Hotard • Kyle McDaniel • John Kovall • Joel Smiley • Mike Onofrio • Josh Feister • Tony Brown

2010 Planning and Development Services (P&DS) Advisors

Meeting Date	July 28, 2010		February 24, 2010	

Meeting Agenda	• 2010 Activity Levels
	• Construction Use Update
	  o City Manager's Report on Construction Use Tax Process Improvements
	• Service Center Update
	• Electronic Submittals
	Paperless Planning Board Memo
			• 2009 Activity Levels
			• Business Process Improvements Update & Feedback
			  o Electronic Applications
			  o P&DS Applications Database
			  o Project Specialist 5-Day Review
			  o Permit Case Management
			  o Residential and Commercial Checklists
			  o Permit Management
			  o Interactive Voice Response (IVR) System
			• Key Project Updates and Schedules
			  o Boulder Valley Comprehensive Plan
			  o Design and Construction Standards
			  o SmartRegs
			  o Building Codes
			• Staffing Update
			• Construction Use Tax Update	

Meeting Attendees	None recorded			
Meeting Notes	None recorded			
P&DS Advisors Invited to 2010 Meetings	• Bob Fiehweg • Tim Plass • Garth Braun • Jeff Dawson • Bill Holicky • Rob Fisher • Bruce Dierking • David Packard	• Phil Shull • John Wyatt • Mark Hageman • Charlie Hager • Lynda Gibbons • Jerry Lee • Lou Della Cava • Stephen Tebo	• Doug Parker • George Russell • Cindy Brown • Ryan Hibbard • Carol Adams • Vince Porreca • David Ziegert • Clarence Crosby	• Steve Wallace • Michelle Bishop • Ken Hotard • Kyle McDaniel • John Kovall • Joel Smiley • Tony Brown

2009 Planning and Development Services (P&DS) Advisors

Meeting Date	May 27, 2009		March 4, 2009	

Meeting Agenda	• Community Planning Strategic Plan
	• 2009 Budget Update
	  o City Reductions
	  o Assessment of Valuation for Use Tax and Permit Fees
	  o Fee Update (Excise Taxes/Impact Fees)
	• Update on Site Review Standard Conditions/Revisions
	• Commercial Checklist
	• Compatible Development Update
			• Proposed Changes to Work Zone Traffic Control
			• Staffing Update
			• 2009 Budget Update
			  o Fee Update (Development Review, Building Permit, PIF)
			  o Fee Update (Excise Taxes/Impact Fees)
			  o City Reductions
			  o CAP Tax Proposal
			• Building Permit Process Update
			• Electronic Application Submittal Update
			• Compatible Development Update
			• Call-Up Debrief	

Meeting Attendees	None recorded			
Meeting Notes	None recorded			
P&DS Advisors Invited to 2009 Meetings	• Bob Fiehweg • Tim Plass • Garth Braun • Jeff Dawson • Bill Holicky • Rob Fisher • Bruce Dierking • David Packard	• Phil Shull • John Wyatt • Mark Hageman • Charlie Hager • Lynda Gibbons • Jerry Lee • Lou Della Cava • Stephen Tebo	• Doug Parker • George Russell • Cindy Brown • Ryan Hibbard • Carol Adams • Vince Porreca • David Ziegert • Clarence Crosby	• Steve Wallace • Michelle Bishop • Ken Hotard • Kyle McDaniel • John Kovall • Joel Smiley • Tony Brown

2008 Planning and Development Services (P&DS) Advisors

P&DS Advisors Invited to 2008 Meetings	1. Bob Fiehweg 2. Tim Plass 3. Garth Braun 4. Jeff Dawson 5. Bill Holicky 6. Bruce Dierking 7. David Packard 8. Phil Shull 9. John Wyatt 10. Mark Hageman 11. Charlie Hager 12. Lynda Gibbons 13. Jerry Lee 14. Lou Della Cava 15. Doug Parker	16. George Russell 17. Cindy Brown 18. Ryan Hibbard 19. Carol Adams 20. Vince Porreca 21. David Ziegert 22. Clarence Crosby 23. Steve Wallace 24. Michelle Bishop 25. Ken Hotard 26. Kyle McDaniel 27. John Kovall 28. Joel Smiley 29. Tony Brown

2007 Planning and Development Services (P&DS) Advisors

P&DS Advisors Invited to 2007 Meetings	1. Bob Fiehweg 2. Tim Plass 3. Garth Braun 4. Jeff Dawson 5. Bill Holicky 6. Bruce Dierking 7. David Packard 8. Phil Shull 9. John Wyatt 10. Mark Hageman 11. Charlie Hager 12. Lynda Gibbons 13. Jerry Lee 14. Lou Della Cava	15. Doug Parker 16. George Russell 17. Cindy Brown 18. Carol Adams 19. Vince Porrec 20. David Ziegert 21. Clarence Crosby 22. Steve Wallace 23. Michelle Bishop 24. Ken Hotard 25. Kyle McDaniel 26. John Kovall 27. Joel Smiley 28. Tony Brown

2006 Planning and Development Services (P&DS) Advisors

P&DS Advisors Invited to 2006 Meetings	1. Jerry Lee 2. Lou Della Cava 3. John Kovall 4. Joel Smiley 5. Phil Shull 6. John Wyatt 7. Tony Brown 8. Kathryn Schumacher 9. George Russell 10. Rob Fisher 11. Bill Holicky 12. Carol Adams	13. Barbara Weiss 14. Charlie Hager 15. Bruce Dierking 16. David Packard 17. Lynda Gibbons 18. Ken Hotard 19. Clarence Crosby 20. Steve Wallace 21. Michelle Bishop 22. Bob Fiehweg 23. Tim Plass 24. Doug Parker