

## **MEMORANDUM**

TO: City Council  
FROM: Steve Westbay  
DATE: February 24, 2015  
RE: Community Development Department Semi-Annual Report

This semi-annual report highlights the department's accomplishments during the past six months. The list includes, but is not limited to, the following activities:

- Initiating and completing the Community Survey
- Completing the Community Analysis
- Completing the City Hall Remodel
- Household Hazardous Waste Day
- Completing the City Budget
- Being selected as a finalist for the GOCO Paths to Park Grant Cycle

### ***PLANNING***

Since August 2014, current planning applications to the Planning and Zoning Commission (P&Z) have been minimal, but the P&Z has been busy providing input on the comprehensive Plan update to include the work on the community survey and Community Analysis document. The P&Z has also been providing input on the text amendments to the LDC, including the marijuana code.

***Grant Applications.*** In October 2014 the City submitted a concept paper to GOCO for the Paths to Parks special grant cycle. The city is one of nine communities selected by the GOCO board as a finalist for this trails grant. Based on the draft budget, the project value will be approximately \$680,000. Preliminary work for the grant application has included the following tasks:

- Highway 50 underpass engineer plans were completed
- Wetland delineation on the ranch trail alignments was done
- Overall trail segment designs established
- Two wetland permit applications were submitted to the Army Corps of Engineers
- One project permit application was submitted to the US Fish and Wildlife Service
- A Special Use Permit application was submitted to the Colorado Department of Transportation
- Funding partners were contacted

***Comprehensive Plan Update.*** Initiation of the *Comprehensive Plan* update has been a primary departmental focus during the past six months. Public workshops occurred in July, 2014 and then the Community Survey was drafted. The survey went live in October and ended in early December, 2014. The staff spent a substantial amount of time and effort to get the word out about the survey. Approximately 3,000 flyers were mailed to residents, meetings with organizations occurred, and outreach to students and seniors transpired. Nearly 600 surveys were completed which exceeded the staff's expectations. Analyzing the survey results was completed and the public input pieces were integrated into the Community Analysis document that was presented to Council in February 2015.

Focus on the *Comprehensive Plan* update will be shifting into Phase 3, which includes the development of the community vision and developing future scenarios for land use, transportation functions, utilities and economic/fiscal functions.

***Upcoming Projects.*** Focus will remain on the *Comprehensive Plan* update. The future scenario analyses for land use, transportation, and economic impacts will begin in the near future. Staff members from the Colorado Division of Park and Wildlife and the City will begin field work for the Gunnison River restoration project that is funded by a \$450,000 grant from the Colorado Water Conservation Board.

Work in the Highway corridor plan will also be a primary focus in the next few months. The scope of work for this project is complete and the work will begin during the next month. The design project is anticipated to be completed this fall.

### ***BUILDING DEPARTMENT***

The O’Rielly Auto Parts and the new Six-Points projects were completed this past fall and the Courthouse construction continues. Frequent inspections have helped to keep the Courthouse project on schedule. Four new residential building permits were issued this past fall but no new project has started since November.

The City Hall remodel project has also kept Eric busy. The HVAC system replacement started in August and was completed in December. The majority of the interior space remodel work was also completed during this time frame. While there are a few minor outstanding details on the City Hall remodel to complete, the majority of the work is done.

### ***FIRE & HAZ-MAT***

The fall season is a busy time for public outreach by Dennis and the Fire Protection District staff. The annual Fire Prevention Week was held at the local schools and life-safety inspections were conducted on of the related facilities. Dennis and Hugo also held training for WSCU staff members who manage student housing, and fire extinguisher training was held for hospital personnel. A fire drill was also conducted at the new Six-Points building. Staff training for volunteer firefighters also continued during the past six months.

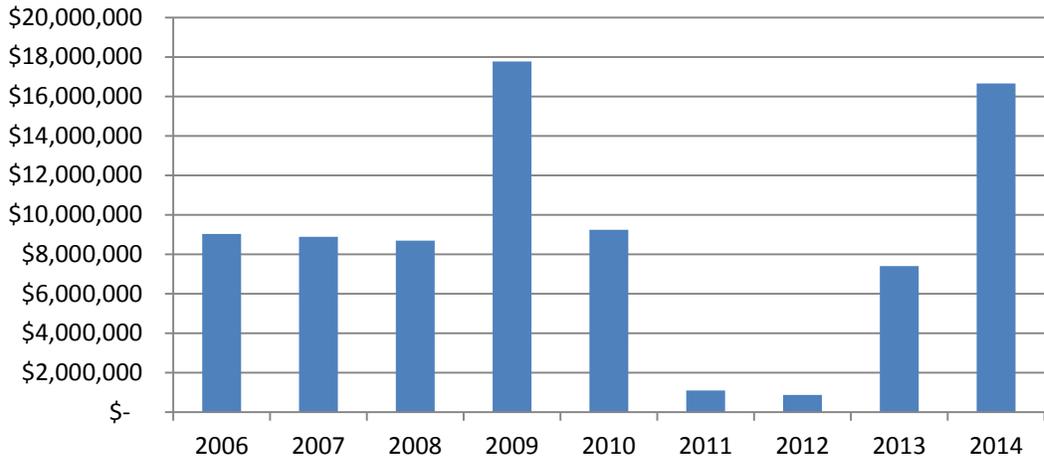
The annual Household Hazardous Waste Collection day went well. Approximately 1,300 gallons of product was collected in Gunnison.

Dennis was also busy with new building construction projects and reviewing the design and installation of fire suppression systems at Six-Points and the Courthouse.

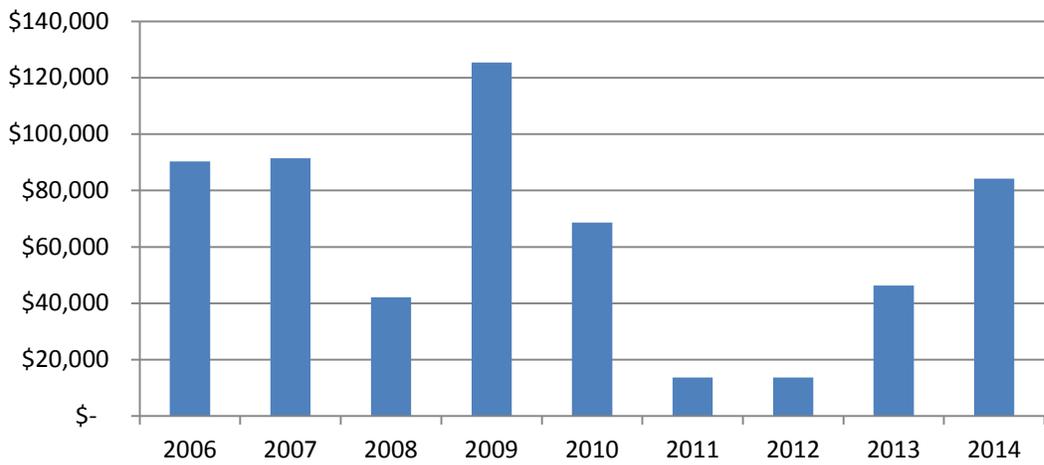
### ***CONCLUSION***

Work on the *Comprehensive Plan* update will continue. The Highway corridor design project will also be a focus for the staff. Drafting the Marijuana regulations will be another focus project in the upcoming months. The springtime usually includes a host of building projects – I believe new construction will remain relatively slow, but there are several remodels in the Central Business District that will be underway in the near future. If you have any questions feel free to contact me.

### Valuation



### Permit Fees Collected



### Use Tax Collected

