AGENDA
LAKEWOOD CITY COUNCIL
STUDY SESSION
CITY OF LAKEWOOD, COLORADO
LAKEWOOD CIVIC CENTER
480 SOUTH ALLISON PARKWAY
JANUARY 6, 2020
7:00 PM
COUNCIL CHAMBERS

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ITEM 1 – CALL TO ORDER

ITEM 2 – ROLL CALL

ITEM 3 – PRESENTATION – GOLF COURSE CAPITAL PLAN

PUBLIC INPUT

ITEM 4 – CONTINUANCE-UPDATE – CHAPTER 14.27 RESIDENTIAL GROWTH LIMITATIONS

PUBLIC INPUT

ITEM 5 – REPORTS

ITEM 6 – ADJOURNMENT
STAFF REPORT

DATE OF STUDY SESSION: JANUARY 6, 2020 / AGENDA ITEM NO. 3

To: Mayor and City Council
From: Kit Newland, Department Director, 303-987-7822
Subject: GOLF COURSE CAPITAL PLAN

SUMMARY STATEMENT: Fox Hollow Golf Course requires the replacement of the irrigation system for all 27 holes.

BACKGROUND INFORMATION: The current irrigation system for Fox Hollow Golf Course is the original system installed when the course was built in 1993. The average life span of the current system is approximately 25 years. Replacing the system will result in more efficient water usage and reduce the amount of money spent on repairs and maintenance.

BUDGETARY IMPACTS: The cost to complete the irrigation system replacement is approximately $4,000,000 - $4,500,000. In order to undertake the replacement of the irrigation system, staff is recommending a new borrowing for the project. In addition to the cost of the irrigation system, $1,300,000 will be financed to pay off the remaining debt of Homestead Golf Course. Staff’s recommendation is a total borrowing of $5,800,000 on a fixed interest rate for 15 years.

STAFF RECOMMENDATIONS: Staff recommends Council support staff in moving forward with securing the necessary funding to complete this project.

ALTERNATIVES: City Council could ask staff to delay the replacement and maintain the existing system as best as possible until enough money is in the Golf Enterprise Fund reserves to pay for the replacement with cash. However, this alternative presents challenges. It would take approximately 12 – 15 years to save enough to replace the system with cash. During that time period, the current system will need ongoing maintenance and repairs. Compounding this issue is that certain parts are no longer available on the market and need to be custom made when they break. This causes delays in the repair process and could result in significant turf loss and unsatisfactory playing conditions.

PUBLIC OUTREACH: N/A

NEXT STEPS: Staff will bring a resolution before Council setting forth Council’s intent to secure a borrowing for the project. Subsequent to the resolution, staff will seek final approval from Council on all borrowing terms and conditions in a future ordinance.

ATTACHMENTS: N/A

REVIEWED BY: Kathleen E. Hodgson, City Manager
Benjamin B. Goldstein, Deputy City Manager
Timothy P. Cox, City Attorney
DATE OF STUDY SESSION: JANUARY 6, 2020 / AGENDA ITEM NO. 4

To: Mayor and City Council

From: Robert Smith, Economic Development Director, 303-987-7732
       Jay N. Hutchison, Public Works Director, 303-987-7901
       Travis Parker, Planning Director, 303-987-7908

Through: Tim Cox, City Attorney, 303-987-7451

Subject: RESIDENTIAL GROWTH LIMITATION ORDINANCE (MUNICIPAL CODE CHAPTER 14.27): STUDY SESSION CONTINUED FROM DECEMBER 16, 2019

SUMMARY STATEMENT:
On December 16, 2019, the City Council held a study session to discuss with City staff several issues pertaining to the Residential Growth Limitation Ordinance. After extensive discussion and significant public input, the City Council was able to provide staff with direction on approximately half of the items presented. By way of review, these are the items on which Council gave staff direction:

Agreement on the definition of “blight” to be used solely for the blight determination referenced in Chapter 14.27 (see below);

Discussion regarding the timeline for allocation application and use;

Affordable housing applications under the ordinance, with a request for staff to provide the language of a recent amendment to the City of Golden’s growth ordinance regarding affordable housing;

Discussion about the “Authority to Continue” clause of the ordinance, with a request for staff to leave multiple options on the table when the ordinance comes up for discussion on second reading; and

Preview of approximate January numbers for total allocations and assignment to pools (information item; no direction needed).

BACKGROUND INFORMATION:
On July 12, 2019, a citizen-initiated, voter-approved ordinance went into effect to limit residential growth in the City of Lakewood. The ordinance, codified at Chapter 14.27 of the Municipal Code, is attached. City Council discussed aspects of implementing the ordinance at meetings in July, August and October, and at the August and October meetings, City Council requested another study session to further discuss issues including those listed above. That study session was held on December 16th.

BUDGETARY IMPACTS:
City Staff anticipates a decline in permit and fee revenue over the coming years as a result of this ordinance.
One of the stated purposes of Chapter 14.27 is to encourage redevelopment of blighted and distressed areas in the City. Toward that end, the Ordinance also expressly exempts “structures located, or to be located, upon land that is designated ‘blighted.’” In August, the City Council began the process of defining “blight” as used in the Ordinance by reaching consensus that properties within urban renewal areas (URAs) would be considered as blighted for the purposes of 14.27. This was a logical first step, because an area must be designated as blighted before it can become part of an urban renewal area.

At the December 16, 2019 Study Session, City Council reached consensus that in addition to properties located within a URA, the City Council could use a process similar to that used in the urban renewal context to designate any other property as blighted for purposes of Chapter 14.27. As noted above, obtaining such a designation would allow a property owner to proceed with redevelopment without having to obtain an allocation.

Obtaining such a designation would require all of the following:

A conditions survey would be conducted by an independent consultant for the subject property/properties, with such survey being commissioned at the property owner’s expense;

The conditions survey would be conducted in strict alignment with the criteria and methodology required for a determination of a “Blighted Area” under state law;

The conditions survey report would be presented by the property owner(s) and the independent consultant to City Council at a public hearing;

Upon presentation of the conditions survey report, City Council could determine whether enough of the conditions of blight exist to designate the property as blighted.

If the City Council found the requisite number of blight conditions, the designation would be made by City Council resolution, which would expressly state that the designation is for the purpose of establishing an exemption from the allocation process under Chapter 14.27 and for no other purpose and no other property. The City Council directed staff to draft explicit language so as to leave no doubt that a blight finding under 14.27 has no impact on urban renewal law, and vice-versa. Staff proposes to include the following in any provision referencing blight:

   Council’s 14.27 Blight Determination would sunset in a defined number of years;

   Council’s 14.27 Blight Determination would NOT change tax collection nor change the ability to use the power of Eminent Domain;

   Property(ies) with a 14.27 determination would NOT be under the Lakewood Reinvestment Authority’s (LRA) oversight; and

   A brief explanation that a “blight” determination can be obtained for two different and separate purposes under Lakewood law: for Chapter 14.27 and for urban renewal purposes.

**TIMING AND PROCESS FOR ALLOCATIONS; TIMING FOR AFFORDABLE HOUSING PROJECTS**

On December 16, City Council completed its discussion of the timeline for allocation application and use deciding not to make any changes at this time. The discussion of the material included regarding affordable housing was also concluded. However, city council requested information about the city of Golden’s approach
to encouraging affordability, which is discussed below. Affordable housing projects, specifically those requesting tax credits from the Colorado Housing and Finance Authority (CHFA), have a more complicated path to approval even prior to 14.27. In addition to the three phases of traditional development, they have an additional discretionary review, often a year or more in length, by CHFA. CHFA application and review generally takes place after the concept and discretionary phase of the City because one of the primary factors for CHFA approval is “project readiness.” This means the status of site control and zoning approval among other things. Projects with any discretionary uncertainty remaining in their process cannot compete with those that do not.

It is impractical for developers of affordable housing to invest in the administrative approval phase without approval of CHFA tax credits, but they cannot achieve CHFA approval with the uncertainty of allocation assignments unresolved. The alternatives in the previous section would help this situation, but because of the additional CHFA process, affordable projects would still be at a disadvantage.

In addition, staff has heard from affordable housing providers that the extra required hearing for more than 40 allocations will be a high hurdle for most affordable projects and could prevent Lakewood from meeting affordability goals. This is because most affordable projects work on a very tight pro forma and therefore developers of such projects seek appropriately entitled property to avoid spending time and money on discretionary approvals.

ALTERNATIVES:

Adopting either alternative one or two under the allocation timing section would provide a path forward for affordable housing projects but would still leave affordable projects at a timing disadvantage to market rate because of the additional process required. Strategic use of the pools could mitigate this somewhat, but would require annual and consistent oversight and could result in many wasted allocations.

Another alternative would be to provide a first opportunity to acquire credits to affordable projects. Instead of using pools, affordable projects would have an early opportunity to claim allocations before they become
available to market rate projects. This alternative would take the guesswork out of the pools. All affordable projects (unless their total units in a year exceed total allocations available) would get allocations and market rate projects could apply for what remains. Some allocations could be held back for individual homeowners and very small projects.

Another alternative can work in conjunction with 1 or 2. This alternative would remove the City Council hearing for affordable projects, thus removing discretionary uncertainty that cannot be absorbed by most affordable projects.

No change. Indications are that 14.27, as written, may eliminate development of any affordable housing in the City of Lakewood. The regional need for affordable housing will probably lead developers of affordable housing to seek jurisdictions without the additional costs and uncertainty of 14.27.

The City Council did not have time to discuss the following three issues on December 16th. Staff anticipates that these will be the first topics covered on January 6, 2020:

**CREATION OF 2020 ALLOCATIONS AND POOL ASSIGNMENTS**

Section 14.27.050.C of the Residential Growth Limitation ordinance contains the formula for estimating the number of dwelling units for each year. Based on this formula, and as of the date of this memo, staff estimates that there will be approximately 69,613 dwelling units in Lakewood as of December 31, 2019. Obviously, this number could vary slightly depending on permits issued between now and the end of the year.

The ordinance instructs City Council to create 2020 allocations based on 1% of the final number of dwelling units. That number is anticipated to be approximately 696. Staff will propose a resolution on City Council’s January 13 agenda to set the number of 2020 allocations and to divide those allocations into pools.

As of the date of this memo there are few applications for allocations. Staff would likely be aware of any affordable projects or developments of more than a few units that would be far enough along in the process to develop in the available 2020 allocation windows. The projects that seem most likely to be able to acquire and use allocations before May 31, 2020 would be single-family homes, individually or in small groups.

For this reason, it is recommended to assign all (or the vast majority) of allocations for 2020 into the open pool. Any allocations put in the affordable pool at this date would not be used and not be available for others. It is not anticipated that any project would have reason to apply for hardship allocations.

**PRO-RATA DISTRIBUTION OF ALLOCATIONS**

Staff recently met with one of the initiators of the ordinance and agreed on a recommended area of change in the ordinance. In instances where there are more allocations requested than available, the current language of the ordinance would give one to each applicant and then pro-rate the rest, meaning all applicants that want more than one allocation would get less than they requested. The more logical way to distribute, and the stated intent of one of the initiators, would be like dealing a deck of cards. Each development gets one at a time until their request is met or allocations are exhausted. Smaller projects would get all of their desired allocations and some larger projects may not get all of their request.

**ALTERNATIVES:**

Change the ordinance to a “deck of cards” model for distributing allocations.

No change – allocations are distributed pro-rata. So, if there are allocations equal to 50% of the number requested, after each requester gets one, then each requester gets 50% of what they asked for.
**BANKING PLANS**

Another area of discussion with an initiator of the ordinance was around banking plans. Currently the ordinance requires a public hearing for any use of allocations stretching beyond the calendar year in which they were awarded. The ordinance does not provide any criteria for review of these banking plans and neither staff nor the initiator could think of any reason to require an additional public hearing for these projects. Staff expects that there may be a number of instances each year where projects do not get full allocations and need to hold them into the next calendar year. The public hearing requirement may create additional work for the Planning Commission for what appears to be little additional value and the hearings would be concentrated toward the end of each year. It is recommended that these additional hearing requirements be removed.

**ALTERNATIVES:**

Make all banking plans administrative.

Make banking plans administrative for all projects of 40 units or less and for one additional year on projects over 40 units. This alternative would retain hearings for 3-5 year banking plans on large projects.

No change – Hearings required for all banking plans exceeding the current calendar year.

**ROLLOVER OF UNUSED ALLOCATIONS**

Communities growing at 1% per year do not grow at a constant pace of 1% each and every year. Some years are naturally lower even approaching no growth in down periods. Lakewood has had multiple years in its history when residential growth was less than 1% per annum.

Under 14.27 allocations that are unclaimed disappear. Allocations that are claimed and banked for a project that does not move forward disappear. The result is a ratchet down effect similar to TABOR causing growth over time to be less than 1% per annum.

**ALTERNATIVES:**

Any unused allocations at the end of each year roll over into the following year. Total development over time will comply with the 14.27 intent of not exceeding 1% per annum and projects can hold allocations in banking plans as necessary without ratchet down of available allocations.

No change – Unused allocations disappear at the end of each calendar year.

**VESTED RIGHTS**

After the deadline for inclusion in the packet for the December 16th Study Session, the City received a letter from an attorney representing a real estate developer in Lakewood seeking verification that the developer’s property in the City of Lakewood is protected by vested property rights, and that those rights are not waived, superseded or otherwise affected by the adoption of the growth ordinance. Specifically, attorney Brian Connolly of the Otten Johnson law firm asserted his opinion that the CDN property in the Rooney Valley acquired statutory vested rights pursuant to C.R.S. 24-68-101 et seq., and that the allocation system adopted under the growth initiative cannot be used to restrict or delay development of CDN’s property without violating the previously established vested rights.

On December 23, 2019, the City received a second letter, this one from attorney David Graham of Foster Graham Milstein & Calisher LLP and on behalf of Brookfield Residential, the developer of the Solterra project, asserting a similar opinion and seeking confirmation that his client’s vested rights would not be affected by the growth Limitation ordinance.
Inasmuch as the primary purpose of the study sessions held over the last several months was to clarify ambiguities and resolve conflicts in the language of the growth limitation ordinance with the goal of a smoother implementation of the voter-approved measure, Staff does believe it is appropriate for the City Council to discuss the interplay between the growth limitation ordinance and vested property rights. The City Attorney’s Office is of the opinion that circumstances like these are precisely why the vested property rights statute was adopted – to give forward-thinking developers a tool to protect the entitlements acquired through rezoning and the investment behind those efforts to insulate the project from future zoning changes, whether adopted by Council or approved by the voters. At a minimum, imposition of the allocation requirements on properties with vested rights would likely result in “delay” of development, and would thereby trigger the protections of the vested rights statute.

Staff encourages the City Council to discuss of vested rights at its next study session and direct staff to add language to the ordinance to the effect that the growth limitation ordinance does not supersede or limit the protections afforded by the vested rights statute.

PUBLIC OUTREACH:

This ordinance was the result of a public vote. Subsequent discussions by City Council have been advertised through the usual channels.

NEXT STEPS:

Based on consensus of City Council, staff will bring forward resolutions for any needed administrative rules and ordinances for any changes to the language of the ordinance.

ATTACHMENTS: Municipal Code Chapter 14.27 – Residential Growth Limitations
Map of the existing Urban Renewal Areas (URAs)
Map of Mixed-Use Zoned Properties in the Opportunity Zone located in Ward 2
Map of Mixed-Use Zoned Properties in Ward 2

REVIEWED BY: Kathleen E. Hodgson, City Manager
Benjamin B. Goldstein, Deputy City Manager
Timothy P. Cox, City Attorney
Chapter 14.27  Residential Growth Limitations

14.27.010  Purpose/Intent
A. Establish a building permit management system that limits residential growth in the City of Lakewood to no greater than one (1) percent per annum, which will assure the preservation of its unique environment and exceptional quality of life;
B. Encourage redevelopment of blighted and distressed areas;
C. Encourage preservation of larger open space parcels;
D. Assure that such growth proceeds in an orderly and timely manner and does not exceed the availability of public facilities and urban services;
E. Avoid degradation in air and water quality;
F. Avoid increases in crime and urban decay associated with unmanaged growth;
G. To allow mitigation of the effects of past and future growth on infrastructure and schools.

14.27.020  Implementation/Exceptions
The provisions of this chapter shall apply to the issuance of building permits for all new dwelling units within the City of Lakewood except:
A. Structures located, or to be located, upon land that is designated “blighted.”
B. Structures located, or to be located, upon land located on a campus owned by a college or university, including, but not limited to, Colorado Christian University and Rocky Mountain College of Art and Design, and which are used to house only college or university students, staff, or faculty.
C. A dwelling unit may be replaced with another dwelling unit without obtaining an allocation, provided that the replacement unit is located on the same parcel, tract, or lot.
D. Mobile homes in operating mobile home parks may be removed and replaced with another mobile home without obtaining an allocation.
E. Industrial or commercial construction, unless such industrial or commercial construction includes structures which, in whole or in part, are to be occupied as a dwelling.

14.27.030  Administration of this Chapter
A. Planning Commission may recommend and City Council may adopt rules as necessary to administer this chapter.
B. Calculations performed in the administration of this chapter shall be rounded downward for all partial numbers.

14.27.040  General Provisions
A system of managing the issuance of residential building permits in the city is established with the following general provisions:
A. Allocation Required for a Building Permit. Except as otherwise provided in this chapter, an allocation is required as a condition precedent to the issuance of a building permit which will result in the creation of a new dwelling unit. For structures containing more than one dwelling unit, one allocation for each dwelling unit in the structure is required as a condition precedent to issuance of a building permit for such structure.
B. Maximum Allocations. The city shall not grant more than forty (40) allocations to a development in a calendar year except upon a finding after hearings held upon reasonable notice to the public - pursuant to the provisions of Lakewood municipal code 17.2.2.3 applicable to initial zoning and rezoning - that such accumulation of allocations will not prejudice the allocation process; and:
   1. That there is an unmet community need for such development; or
   2. That insufficient applications have been submitted to exhaust the allocations available and such allocations are available for distribution in the current calendar year.
C. Residential development projects may be specifically exempted from this chapter according to either of the following procedures:

1. Residential developments may be exempted by the adoption by the electors of the City of Lakewood at a regular or special election of an initiated or referred ordinance enacting such an exemption. Such election shall be held according to the applicable provisions of the Lakewood City Charter, with any expenses covered by the applicant requesting the exemption.

2. City Council may upon a finding of compliance with the below-listed criteria grant an exemption from the specific provisions of this chapter for a residential development within the city. City Council’s action shall be by ordinance, shall include two public hearings, and shall occur following public hearing and recommendation by Planning Commission. Planning Commission's hearing and recommendation, and City Council’s hearing and decision on the requested exemption shall follow the hearing and notice procedures in section 17.2.2.3 of Lakewood municipal code. City Council may grant an exemption from the provisions of this chapter upon a finding that all of the following criteria, as may be applicable, are met:

   a. That the residential project requesting an exemption is a multifamily “senior housing project” which is and will remain housing for individuals over the age of 55; and
   b. That the project requesting an exemption demonstrates compliance with Lakewood Comprehensive Plan and any applicable neighborhood plan(s); and
   c. A senior housing project developed based upon an exemption granted shall not be converted to another residential use without first having secured an allocation for each dwelling to be so converted, according to the provisions of this chapter.

D. Period of Validity. Allocations are only valid and can be used only from the date of issue through the last day of the allocation period for which they are issued, at which time they expire, unless a part of an approved banking plan.

E. Use of Allocations. An allocation is used by applying for and being issued a building permit or setting up a mobile home, as applicable. Unused allocations are those for which a building permit has not been issued, or a mobile home not set up, during the period for which the allocation is valid.

F. Surrender of Allocations. Allocations which a recipient does not expect to use during the period for which they are valid may be voluntarily surrendered without penalty at any time up until 30 days prior to the end of that allocation period. Allocations which are surrendered at least 30 days prior to the expiration of the allocation period shall be added to the number of available allocations for the next allocation period in the same calendar year for the same allocation pool, or to the year-end pool, as appropriate. Allocations in the year end pool may not be surrendered.

G. Transferability. Allocations are site specific and not transferable to other developments. Allocations are issued to a specific building lot, and may only be transferred within a development to other lots which are under the same ownership as the holder of the allocation. Allocations may be transferred with the conveyance of a lot.

14.27.050 Available Allocations

A. In January of each year City Council shall determine by resolution the number of allocations which will be available for issuance and use during that year. The annual resolution shall assign a sufficient number of allocations directly for satisfaction of a previously exempted project(s) whose banking plan(s) included a Planning Commission recommendation for commitment of future allocations, if City Council approves such commitment. The resolution shall then assign those remaining available allocations to the “open pool,” “hardship pool,” “affordable/low income pool,” and “surplus pool,” and determine the number of allocations within each such pool as will be available for the respective allocation periods.
B. The total number of allocations available for issuance and use during each calendar year shall be equal to one percent of the number of dwelling units which are estimated to exist in the city on December 31 of the prior calendar year. The number of allocations available for issuance for 2018 will be based on figures from the City of Lakewood and the US Census statistics (152,590 residents divided by 2.27 = 67,220) and thus 672 allocations for new dwelling units will be available in 2018.

C. The number of dwelling units which exist in the city on December 31 of the prior year shall be estimated as follows:
   1. Begin with the number of dwelling units in the city which existed at the beginning of the previous calendar year.
   2. Add the number of new dwelling units for which building permits were issued during the previous calendar year which required an allocation for issuance.
   3. Add the number of allocations secured by, or assigned to, previously exempted projects or dwellings during the previous calendar year.
   4. Add the number of dwelling units added to the city by reason of annexations during the previous calendar year.
   5. Subtract the number of dwelling units which were destroyed (and not replaced within 12 months), abandoned or otherwise ceased to be used as such during the prior calendar year.
   6. Subtract the number of dwelling units for which building permits had previously been issued, but which expired in the previous year without issuance of a certificate of occupancy.

14.27.060 Establishment of Allocation Pools
For the purpose of administration of this chapter City Council hereby creates the following described allocation pools:
A. Open Pool. The open pool is created for all developments within the city that do not otherwise qualify to request allocations.
B. Hardship Pool. The hardship pool is created for distribution of allocations by City Council upon a finding that a hardship or unusual circumstance exists which merits relief. All developments otherwise eligible to apply for allocation in general may participate in the hardship pool. Allocations are awarded as requests are granted by City Council, and not as of a specified allocation date.
C. Affordable/Low Income Housing Pool. The affordable/low income housing pool is created for distribution of allocations for residential projects creating dwelling units for households earning up to 120 percent of area median income.
D. Surplus Pool. The year-end pool is created for the purpose of distributing unused and excess allocations which are available as of November 1 of each calendar year. All developments otherwise eligible to apply for allocation in general may participate in the surplus pool.

14.27.070 Schedule of Allocation Periods
A. For all calendar years, the open pool will have two allocation periods which occur from January 1 through May 31, and from June 1 through October 31.
B. For all calendar years, the hardship pool will have an allocation period from January 1 to October 31.
C. For all calendar years, the affordable/low income housing pool will have one allocation period from January 1 through May 31. Excess allocations in the pool at the conclusion of the allocation period will be transferred to the open pool for the allocation period beginning on June 1.
D. The surplus pool allocation period will occur from November 1 through December 31.
14.27.080 Applications
A. Applications for allocations shall be on a form provided by the city. A separate application submitted by the property owner is required for each allocation period. Except as provided otherwise, complete applications must be submitted to the city at least seven calendar days prior to the beginning of the allocation period for which the application is made. Applications may not be submitted more than 210 days before the beginning of the applicable allocation period. Applications for excess allocations may be made at any time that excess allocations are available, but prior to the last 30 calendar days of any allocation period.

B. Eligibility. To apply for allocations, a development must have completed all steps otherwise necessary to apply for and receive a building permit including the requisite zoning and subdivision approval, but not including the preparation of building construction plans. Site development review, if necessary, need not be complete prior to applying for allocations, although a pre-submittal conference and review of the site plan by staff must be completed, with an indication that approval of the concept may be achieved.

C. Allocation requests within a development under common ownership shall be combined and treated as a single application. Lots in such developments which are held in separate ownership shall be treated as separate applications.

D. No applicant shall request allocations in excess of the lesser of: The available number of allocations in the appropriate pool in that allocation period, or the available number of lots or units in the subject development.

14.27.090 Issuance of Allocations
A. Open Pool. For each respective allocation period in the open pool, one allocation will automatically be issued to each applicant if sufficient allocations are available. The remainder of requests is then tallied, and available allocations are distributed on a pro-rata basis to applicants based upon their requested number.

B. Hardship Pool. Hardship pool allocations are distributed by the City Council at their discretion upon request from an applicant, and subject to a finding that all of the following conditions exist:
1. That the issuance of an allocation is necessary to prevent undue hardship on the applicant; and
2. That the issuance of an allocation(s) will not adversely affect the public interest or the purposes of this chapter; and
3. Allocations are available in the hardship pool; and
4. That the requested allocation and the resulting building permit would be proper and in accordance with all of the ordinances and regulations of the City of Lakewood, excepting the provisions of this chapter.

C. Affordable/Low Income Housing Pool. Allocations assigned to the “affordable/low income” housing pool shall only be available for use by qualifying projects in the initial allocation period of each year. Any excess allocations in the affordable/low income housing pool at the end of the initial allocation period of the year will be transferred to the open pool for distribution pursuant to subsection (A) above.
1. In addition to the application requirements, allocations from the affordable/low income housing pool will contain documentation in a form acceptable to the city attorney of the provisions that will be put in place to assure that rental units created by affordable/low income housing pool allocations will remain available to households making up to 120 percent of area median income for a period of at least 15 years after completion of construction, or assurances that the initial sale of the dwelling units created by the affordable/low income housing pool allocations will be by a bona fide, “arms-length sale” to individual households making no more than 120 percent of area median income, and at an initial sales price that is reasonably calculated to allow an otherwise
qualified buyer to obtain a loan for the purchase of the dwelling unit with a down payment of no more than 20 percent of the sale price.

2. If the number of affordable/low income housing pool allocations requested does not exceed the number assigned by City Council, the allocations will be distributed in the same manner as the open pool. However, if the number of allocations requested exceeds the number of allocations available in the affordable/low income housing pool, the applications will be presented to Planning Commission for review. The Planning Commission will award the affordable/low income housing pool allocations to those proposed dwelling units serving the households with the lowest area median income. In such circumstances, no building permit shall be issued based upon any preference pool allocations until 16 days after the Planning Commission has issued a decision. Any aggrieved party may appeal the Planning Commission decision to City Council. Applicants for allocations from the affordable/low income housing pool may amend the application submitted to change from the affordable/low housing pool to the open pool, at any time prior to the beginning of the allocation period.

D. Surplus Pool. All unused open pool and hardship pool allocations which remain on November 1 of each year will be available in the surplus allocation pool. One allocation will automatically be issued to each applicant if sufficient allocations are available. The remainder of requests is then tallied, and available allocations are distributed on a pro rata basis to applicants based upon their requested number. Allocations which are unclaimed during the surplus pool or which are due to expire will be assigned by the City Council. Acquisition of the final remaining allocation by a banking plan for a specific project during the surplus pool shall trigger the expiration of the banking plan at the end of the first allocation period in the following year.

E. Insufficient Allocations. Except as noted above, if there are insufficient allocations available to issue at least one allocation to each applicant for a particular allocation period due to demand, a lottery shall be held to determine the recipients of the allocations. Those applicants who are unable to obtain an allocation during that particular allocation period will be given first preference to receive an allocation in the following allocation period in the same pool if a timely application is filed.

F. Following the issuance of allocations, staff shall present a report to Planning Commission and City Council summarizing the results of the allocation period.

14.27.100 Banking of Allocations
Notwithstanding any other provisions of this chapter, the period of validity of an allocation may be extended through, and the allocation may be used in subsequent allocation periods upon approval by the city as provided in this section. The process of extending the period of validity of allocations in this section is as follows:

A. Banking of allocations will be permitted in the following circumstances only:

1. The Director of Planning shall approve an application for banking of allocations for residential projects of forty (40) units or fewer if the number of units to be banked corresponds to that found in an entire building or buildings in the project, and if the allocations are proposed to be used within the same calendar year as the initial award of allocation.

2. The Planning Commission may approve a banking plan for multifamily projects of forty (40) units or fewer for the purpose of banking beyond the end of a calendar year, upon a finding that building configuration, site constraints, or infrastructure phasing reasonably require that a larger increment of the development be built at one time.

3. The Planning Commission may approve a banking plan for residential projects of forty (40) units or fewer upon a finding that building configuration, site constraints, or infrastructure phasing reasonably require that a larger increment of the development be built at one time.
B. Application for banking of allocations for projects over forty (40) units shall be made at the time of the allocation application. The application shall set forth a banking plan which includes the total number of dwelling units in the project, the number of allocations sought to be banked, the time period during which the validity of allocations is proposed for extension, and the reason therefore.

C. For applications submitted under subsection (A)(2) or (A)(3) of this section, the Planning Commission shall determine at a hearing upon reasonable notice to the public has been posted, whether the requested banking is appropriate as provided in this section.

D. A nonrefundable fee shall be assessed in conjunction with each approved multiyear banking plan to cover the city’s cost of the administrating banking plans. The fee shall be set by City Council by resolution and shall be based upon the number of dwelling units in the approved banking plan. The fee shall be payable on a pro rata (per unit) basis at the time of distribution of allocations to the banking plan. Failure to pay any installment of the fee within 30 days of distribution of allocations to the banking plan shall cause a forfeiture of such allocations.

E. A decision of the Planning Commission or the Director of Planning with respect to an application to bank allocations may be appealed to the City Council.

F. Requests for banking of allocations beyond the end of the calendar year of the application shall be subject to the following conditions:
   1. The maximum number of years in which allocations may be acquired pursuant to any banking plan of allocations shall be five. All allocations acquired within the banking period must be used during this time period.
   2. The maximum number of allocations that may be in the bank at any one time during the banking program shall not exceed the total number of allocations available in the city in the first year of approval of said banking.
   3. Banking plans will be approved only for a number of units which correspond to that found in an entire building or buildings in the project.
   4. Subject to City Council’s annual distribution of allocations, Planning Commission may recommend a commitment of future allocations to an approved banking plan project. Such commitment shall not bind City Council’s action, but shall serve to be an indication of support for a specific project.

G. Surrendered or forfeited allocations distributed to an approved banking plan from calendar years prior to the year during which they are surrendered or forfeited shall be deemed to have expired and shall not be available for distribution. Surrendered or forfeited allocations distributed to an approved banking plan in the same calendar year in which they are surrendered or forfeited shall be made available for redistribution in accordance with the applicable provisions of this chapter.

H. The Planning Commission, may, upon a show of good cause, approve an extension of up to one year to an existing banking plan, to allow use of the banked allocations. The holder of the allocations may not acquire further allocations during the period of such extension.

I. For the purpose of defining the total number of available allocations, the total number of dwelling units in the city shall not include banked allocations which have not received building permits.

J. An applicant banking allocations within the same calendar year, shall notify the Director of Planning in writing within ten days after the allocations are granted of the number of allocations being banked and the reasons therefore.

K. The annual reports to Planning Commission and City Council pertaining to the administration of this chapter shall include information regarding the number of banked allocations approved in the current year, used in the current year, and the total number of banked allocations by individual project.

L. Approval of a “banking plan” shall not constitute a “vested right” to develop the project.
14.27.110  **Excess and Unused Allocations**
A. Excess allocations in the open pools will be used to supplement other approved banking plans.
B. Excess allocations which have not been issued at the end of the allocation period and unused allocations will be added to the available number of allocations for the next allocation period in the same calendar year for the same pool, or to the surplus pool, as appropriate.

14.27.120  **Failure to Use Allocations; Penalties**
A. Failure to use an allocation which is not part of an approved banking plan during the period for which it is issued, without surrendering it at least 30 days prior to the expiration of the allocation period for which it has been issued, shall cause the holder of such allocation to be ineligible to receive allocations for a period of one year from the last day that the unused allocation is valid. This penalty may be waived by the Planning Commission for good cause.
B. Failure to use an allocation which is part of an approved banking plan during the period of the banking plan, without surrendering it at least 60 days prior to the expiration of the period of the banking plan, shall cause the holder of such allocation to be ineligible to receive allocations for a period of two years from the last day that the unused allocation is valid. This penalty may be waived by the Planning Commission for good cause.
C. Use of an dwelling unit constructed by reason of an allocation from the affordable/low income housing pool in a manner inconsistent with the affordability criteria listed in this chapter, or contrary to the assurances provided pursuant to such section, including, without limitation the initial sale of a dwelling unit at a price that exceeds the maximum price contemplated in such section, shall cause the holder of such allocation to be ineligible to receive further allocations for a period of three years from the date of the violation. This penalty may be waived by the Planning Commission for good cause.

14.27.130  **Building Permit Approvals**
All building permit applications will be reviewed within fifteen working days after submission of a complete application. At the end of the building permit review period, either a building permit will be made available for issuance or reasons will be given to the grantee why the permit cannot be issued, in which case the grantee has twenty work days in which to submit all required corrections. If the corrections are not completed in the time and manner required, the building permit application and related allocation are void unless reinstated by the city manager upon a finding that a longer increment of time would be reasonable.

14.27.140  **Mandatory Review**
City Council shall review this chapter once every five years or as needed. City Council may temporarily reduce the 1% limit at will. Should City Council determine an increase in allocations is needed, Council must send such requested increase to the voters of Lakewood.

14.27.150  **Severability Clause**
If any part, section, sentence or clause of this chapter shall for any reason be questioned in any court and shall be adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remaining provisions of this chapter. Any such part, section, sentence or clause shall not be taken to affect or prejudice in any way the remaining part or parts of this chapter.

14.27.160  **Authority to Continue**
Any building permit that has gone through the processes necessary to secure a building permit, including, but not limited to, rezoning and subdivision, and was legally and formally applied for prior to adoption of this chapter, may be continued without obtaining an allocation.
14.27.170 Definitions
The following terms are defined for purposes of this chapter:

A. **Allocation.** "Allocation" means a right, granted by the city pursuant to this chapter, to make application for a building permit to build one dwelling unit. An allocation is not a guarantee of receiving approval for a building permit. Approval of the building permit itself will occur through the established building permit review process.

B. **Allocation Pools.** “Allocation pools” mean separate categories of developments as described in this chapter which are created for the purpose of distributing available allocations.

C. **Area Median Income.** “Area median income” (AMI) means the median annual household income for Jefferson County, as adjusted by household size, and published annually by the United States Department of Housing and Urban Development.

D. **Building Permit.** “Building permit” means a permit issued pursuant to the provisions of the Lakewood Municipal Code.
   - Building permits shall be allocated in accordance with the provisions of this chapter such that those issued shall result in no more than a one-percent annual increase in the number of dwelling units.

E. **Development.** “Development” means the entire plan to construct or place one or more dwelling units on a particular parcel or contiguous parcels of land within the city including, but not limited to, a subdivision approval, a planned unit development, and a mobile home park.

F. **Dwelling Unit.** One or more habitable rooms constituting a unit for permanent occupancy, with facilities for eating, sleeping, bathing, that occupies a structure or a portion of a structure.

G. **Excess Allocations.** “Excess allocations” means allocations which are available for issuance from a particular allocation pool and period, but which have not been issued by reason of lack of demand.

H. **Good Cause.** “Good cause,” when used as a basis for relief from timely compliance with specifically referenced provisions of this chapter, means the existence of unanticipated circumstances which are beyond the control of the property owner and which prevented timely compliance with the referenced provisions of this chapter. “Good cause” shall not include delays which are reasonably expected in the development process, including, but not limited to, preparation of plans or a securing of financing. The existence of “good cause”, and availability of relief by reason thereof, shall be determined after a public hearing conducted by the Planning Commission. A party aggrieved by the decision of the Planning Commission on such issue may, within 15 days of the date of the decision thereon by the Planning Commission, apply to the City Council for a review of said decision by filing a request for review with the city clerk. The City Council shall, within 30 days of receipt of the review request, and based upon the record alone as certified to Council by the Planning Commission, decide to uphold, deny, or modify the decision of the Planning Commission.

I. **Lottery.** “Lottery” shall mean a drawing held by the city to select applicants which will receive an allocation through a process based upon random chance. Each applicant in a lottery shall be treated equally regardless of the number of allocation requests.

J. **Pro-rata.** “Pro-rata” means the issuing of allocations to applicants in the same proportion that the total number of available allocations bears to the total number of requested allocations, as modified and elaborated in this chapter. For example, if applications for twice the number of allocations were received than the number available, each applicant would be granted approximately one-half the number requested.

K. **Set-up.** “Set-up”, when used in connection with mobile homes, means the process of setting up a mobile home for the purpose of occupancy as a residence including by way of example, connection to utilities and installation tie-downs.
L. **Unused Allocation.** “Unused allocation” means an allocation which has been issued but for which a building permit has not been issued or a mobile home set-up, as applicable, during the period for which the allocation is valid.
Urban Renewal Areas (URAs)

Urban Renewal Areas are designated through the acceptance, by the LRA, of an independently conducted conditions survey including a determination of the existence of blighting conditions within the area surveyed as defined in C.R.S. § 31-25-101 et seq.

Map rendered 8/15/2019
This map is intended for planning and decision support of administrative and/or intra/inter departmental business and projects conducted by and for the City of Lakewood, Colorado. The City of Lakewood, Colorado assumes no liability for the data represented on the map, or for the uses of this map. This map meets neither National Map Accuracy Standards nor the American Congress of Surveying and Mapping (ACSM) standards.
The area shaded in yellow below represents the Federally designated Opportunity Zone.
Map of Mixed Use Zoning Properties in Ward 2

The areas shaded in blue below include those properties in Ward 2 which also have mixed-use zonings.

Map rendered 11/21/2019
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