

# CONDITIONAL USE PERMIT APPLICATION

## Applicant Narrative

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**Property Address:** 4901 Krameria, Commerce City, Colorado 80022  
**Applicant Name:** CoreCivic  
**Owner Name:** Green Level Realty  
**Representative:** Victoria Longstrom, CoreCivic

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### Summary of Application

Green Level Realty LLC, the owner of the building in which Time to Change Community Corrections operates, was initially granted a Use by Permit to operate a community corrections facility in January 2007 for three years, in 2010 for five years and in 2015 for [insert years]. The current application is for a Conditional Use Permit to continue operations. We have developed excellent working relationships with neighbors and Commerce City Police Department, and there have been no significant issues at the facility. We have worked diligently to be an asset to Commerce City and are involved in several projects, including neighborhood cleanups, volunteering at community events, donation collections, involvement at Mapleton School fundraisers, involvement with the Techno Rescue electronic recycling program, volunteering at the Adams County Food Bank, and donating to Back on Track and the Mapleton School scholarship program.

Any member of the Commerce City Planning Department, Planning Commission or City Council has an open invitation to visit the program at any time. While it will be more informative if set up in advance to have appropriate personnel available at the time to answer questions, any interested party may drop in at his or her convenience. We appreciate your consideration and look forward to the opportunity to discuss our operations and mission.

We are not requesting changes to any of the current conditions of use.

### What is Community Corrections?

Community corrections is a sentencing alternative between probation and prison. Our clients are individuals who are sentenced to community corrections instead of going to prison (“diversion clients”) or making a transition to community corrections after serving a portion of their sentence in Department of Corrections (“transition clients”). Our primary goal is community safety. Requirements of the program include intense monitoring (e.g., random drug testing, whereabouts verification), life and job skills training, basic educational programs, and full-time employment. New arrivals spend time preparing for employment before securing jobs but approximately 85% of our residents are employed in the community at any given time.

Additionally, we provide safe housing with security staff on duty 24/7, case management, individualized treatment plans and therapy that addresses their lifestyle and choices. On average, clients remain in residential treatment for approximately six months. The vast majority of clients have no history of violence. After they earn their way through our level system, they transfer from the residential portion of the program and continue to receive “non-residential” monitoring and treatment services while living in the community at an address we have approved. It is important to note that clients must earn the opportunity to transition to non-residential--this move is not based on time, but only on behavioral performance in the program.

### Why do we need community corrections?

The primary benefits of community corrections are three-fold:

1. Community corrections saves local taxpayers money.
2. Community corrections enhances short-term public safety via monitoring and long-term public safety via treatment and life and cognitive skill development.
3. Community corrections offers an opportunity for individuals to return to their families as better fathers or mothers, husbands or wives, employees and community members.

### What is the acceptance process?

It is important to note that judges cannot sentence anyone to community corrections. All clients must be reviewed and accepted by the Adams County Community Corrections Board Screening Committee and the community corrections program before they can enter our program. Similarly, we do not need a judge’s order or permission from any other entity to decide that a client is no longer an appropriate client. In that case, local law enforcement is called and the client is taken to the local jail, and in most cases, sent to the Department of Corrections to serve out their sentence.

## Who funds community corrections?

The funding for community corrections is allocated at the state level. The Department of Public Safety, Division of Criminal Justice (DCJ), contracts with counties who in turn contract with local providers. Therefore, while funded and evaluated by the state, most decisions, including quality oversight, regarding community corrections are made by local individuals and oversight entities.

## What is CoreCivic Community?

Time to Change, prior to being acquired by CoreCivic began in Adams County in March 2000. In addition to our location in Commerce City, we serve returning residents at a second Adams County facility located at 1450 E. 62nd Ave., Denver, Colorado, 80216. These centers provide a step-down environment for individuals nearing release, easing the transition from incarceration to release.

Residents in CoreCivic Community facilities are either nearing the end of their sentence or have been assigned to the facility in lieu of prison or a jail sentence. Our programs provide a degree of freedom for work and other approved activities, while still providing the support needed to get back on track. When residents are not out searching for employment or at work, they may participate in a range of programs offered by trained professionals including mental health, cognitive behavior health treatment, job readiness, substance use disorder counseling and life skills programs.

Additionally, staff members connect residents with outside resources to assist with permanent housing, obtaining proper identification, and other critical needs that can present barriers to their reentry. We have a host of community non-profits that we connect our clients with to help meet current needs and continuing care.

Our centers help residents take the best next steps to rebuilding a life they can be proud of, one anchored by stability and hope.

## Who oversees the Commerce City Transitional Center Community Corrections program?

As with all community corrections programs, CoreCivic's program is monitored by a local community corrections board, in our case the Adams County Community Corrections Board (ACCCB). All members of the ACCCB are appointed by the Adams County Board of County Commissioners and serve as an advisory board to the County Commissioners.

The ACCCB includes the following:

- Adams County Sheriff's Office
- 17th Judicial District Attorney's Office
- 17th Judicial Public Defender's Office
- Broomfield Police Department
- Colorado Department of Corrections
- Adams County Probation
- Chief Judge of the 17th Judicial District
- Multiple local citizens, including at least "one individual who lives near a facility"

The ACCCB's Screening Committee, the group who reviews referrals decides who is and who is not appropriate for community corrections, include similar representation. Per our initial zoning requirement, a representative from the Commerce City Police Department is an active member of this review committee. In addition to the ACCCB functions, it is important to note that there is a local probation liaison for diversion clients and a local parole officer for transition clients. Each of these liaisons play a vital role in oversight and program assistance. CoreCivic's Community Corrections is surrounded by many local experts to ensure that related systems are collaborating and that the internal operations are sound and reliable, resulting in a treatment program that enhanced community safety and effectively treats offenders. In fact, there is no other element of the criminal justice system that involves as much local input and oversight as does community corrections.

## Statement of Operations

1. **Hours and days of operation:** The facility will have multiple staff on-site 365 days a year, 24 hours a day and 7 days a week with no exceptions.
2. **Number of employees:** The facility currently employs a Facility Director, an Assistant Facility Director, and Operations Supervisor, nine monitors, eight case managers, one cook, and three supervisors, for a total of 24 employees. There are three shifts throughout the day.
3. **Number of required parking spaces:** Our previously approved Use by Permit required one parking space for every five offenders. Knowing that, we included 27 off-street parking spaces, enough for a total capacity of 136 offenders.
4. **Average daily peak trips generated:** As our clients are not permitted to drive, our average daily peak trips include only employees and visitors. Weekdays include approximately 17 daily trips for staff, one for the cook and a weekly food delivery. Weekends will have fewer staff trips, but increased resident visitor trips, typically about seven to 10.
5. **Type of equipment of processes used:** Kitchen equipment, computers, and security cameras are the primary equipment utilized at the facility.
6. **Description, location, and quantity of hazardous materials (existing and used):** None
7. **List of regulatory agencies, contact names, phone numbers and their inspection frequency:**

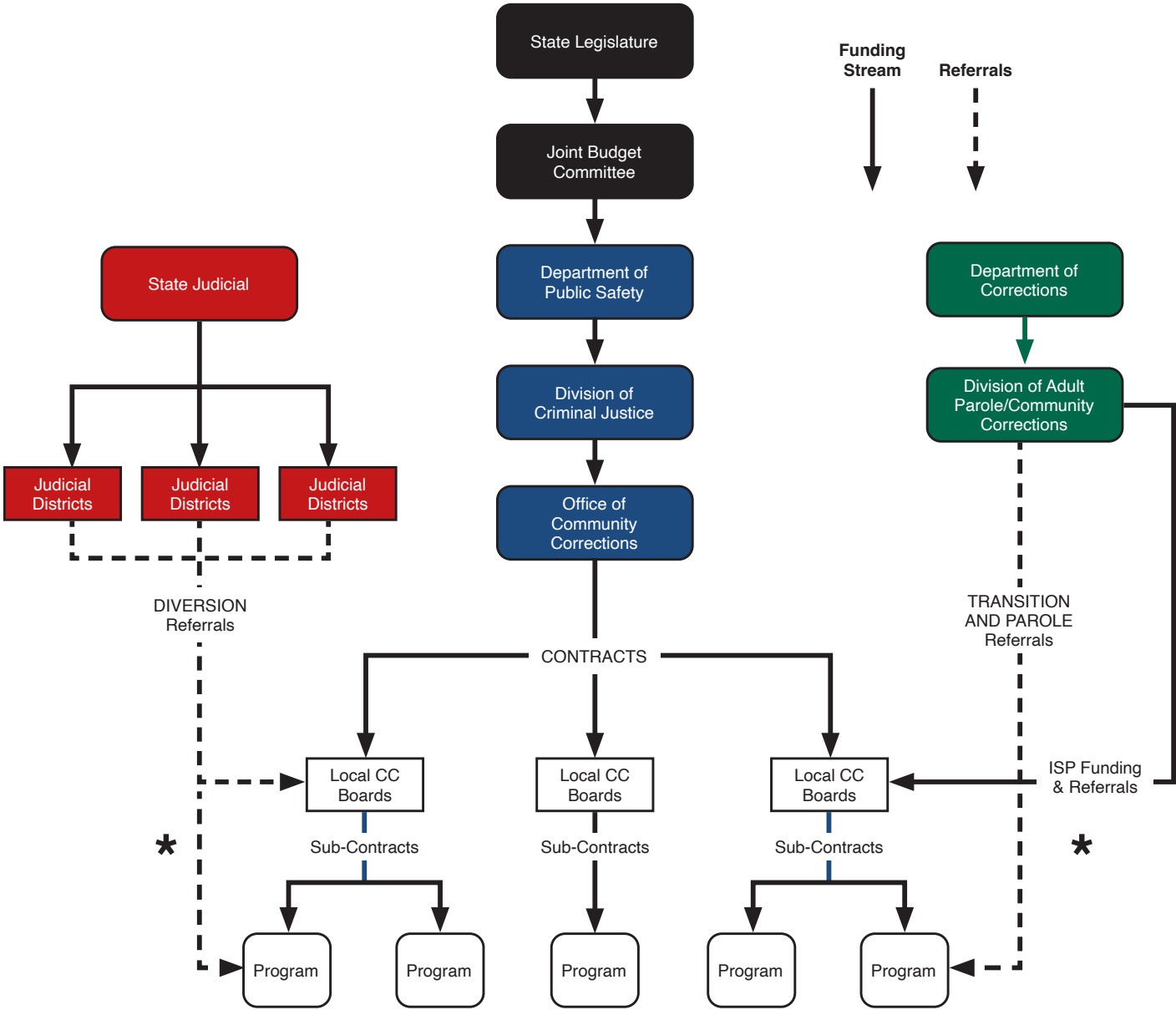
Colorado Department of Public Safety  
Division of Criminal Justice  
Office of Community Corrections  
Director: Katie Ruske, 303-239-4448

Adams County Community Corrections Board  
Chair: Allison Haugen, 303-659-4274  
Board Coordinator: Courtney Jurischk, 720-523-6944  
Annual inspections/evaluations

Colorado Department of Corrections  
Division of Adult Parole  
Director: Susan White, Assistant Director, 303-763-2470

Tri-County Health Department  
Vanessa Gonzales, 720-769-7692

# Colorado Community Corrections Funding and Referral System



\* Some referrals are made directly to programs where boards have developed automatic acceptance criteria

## Is Commerce City Transitional Center consistent with Commerce City's character and goals?

Compliance with the purpose, goals, and objectives of the Comprehensive Plan:

- **Commerce and Economy:** Community corrections has a direct link to economic prosperity and fiscal well-being in multiple ways. A community corrections bed cost less than a jail or prison bed. More directly, the State of Colorado pays for community corrections beds while the Adams County taxpayers' funds, including Commerce City businesses and citizens, pay for jail beds. Many local employers have found our clients to be reliable, hard-working, and affordable employees. By helping provide a ready work force in Commerce City, we are also assisting local businesses in their effort to grow and maintain quality business.
- **Context and Environment:** By focusing on sustainability and energy efficiency, particularly as it related to water usage, during the construction of our facility, CoreCivic Community Corrections has developed an operation that is environmentally sensitive. Similarly, since we typically do not allow our residential clients to drive, we are contributing to the work force of Commerce City without contributing to the pollution and congestion of increased traffic. We also worked collaboratively with our neighbors to encourage the Regional Transportation District to increase routes to Industrial Park area. This expansion of public transportation encourages others to utilize mass transit rather than drive. By adopting and regularly monitoring the cleanliness of the bus stop, we are teaching our clients responsibility while enhancing the neighborhood. Similarly, our bi-monthly litter cleanup program has helped maintain the character and cleanliness of the Industrial Park and community at large. Our clients have also volunteered for a variety of recycling projects, along with our neighbor, Techno Rescue. Some more recent volunteer projects we have participated in involve work with Lola's Rescue, Adams County Food Bank, and Toys for Tots.
- **Community and Social Wellbeing:** By providing structure and treatment for offenders who are going to be citizens of Commerce City and the surrounding areas, we have a direct effect of public safety and community welfare. By providing intense monitoring and by helping coordinate realistic transition plans, we enhance community safety. Our excellent communication with the Commerce City Police Department helps them to be more efficient in doing their job of protecting the public. Annually, the Commerce City Transitional Center sponsors a scholarship for Mapleton School District and assists with scholarship applications. As an active member of the Commerce City Business Professionals Association, we are working in concert with other Commerce City businesses to have a positive impact on Commerce City.

**Harmony with the character of the neighborhood:** We worked collaboratively with our neighbors to build a facility and a parking lot that does not look like a correctional environment. Per our neighbors' request, we have not installed any signage. Additionally, most of our neighbors conduct light industrial business and they benefit from a reliable, sober, and hardworking work force. Our clients need jobs that teach them skills and allow them to stabilize their lives.

**Compatibility with the surrounding area:** While zoned "light industrial," our neighbors take great pride in the aesthetics of their buildings and cleanliness of the surrounding area. Understanding the concern of our neighbors prior to our original Use by Permit, we went to great lengths to develop a lot that is compatible with the surrounding businesses that was landscaped in a manner that it adds value, rather than subtracts from, the existing neighborhood and pride. We have had multiple neighbors state that our renovation "clearly improved the neighborhood" and that our operation has a lesser impact on the neighborhood than did the previous business that occupied the building. We continue to maintain the facility's landscaping and maintenance in order to instill community pride.

**Community need for the proposed use:** Ninety-six percent of offenders who are sentenced to DOC eventually return to their communities. Transitioning through residential community corrections has proved to be the plan that is least likely to result in future crime. Ensuring that clients who live and work in and around Commerce City have the best opportunity to become prosocial citizens is in everyone's best interest. Our current wait list is approximately four to six weeks long.

**Effects on adjacent properties:** As mentioned above, several neighborhoods have indicted their appreciation that we have improved the neighborhood. We have worked closely with our neighbors via our Neighborhood Advisory Board, which has assured excellent communication and cooperation. In response to neighbors' concerns regarding our clients' foot traffic on their lots, we have installed three different fences that have eliminated their concerns. We include our neighbors in problem-solving and are available at all times to address immediately any concerns that arise.

**Effects on public improvements and city services:** We are unaware of any negative impact on public improvements and city services. We have developed a relationship and set of systems with the Commerce City Police Department that assures their working with us is efficient, safe and effective.

Site characteristics such as size, shape, location, topography, and other natural features: The site is of typical size and topography for the area.

**Landscaping and screening that ensures harmony with adjacent uses:** During our construction, we installed landscaping along the public right-of-way, beautifying the street and addressed neighbors' concerns. Additionally, we have installed multiple fences and gates to ensure harmony with our neighbors, and we continue to maintain our landscaping appropriately.

**Noise, dust, vibrations, odor or other nuisances beyond interior buffer yard line:** There are no noise, smoke, odors, fumes, glare, or other.