



## Development Services Current Planning

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# MEMORANDUM

February 7, 2013

To: Planning Commissioners

From: Bob Paulsen, Current Planning Manager

**RE: 2012 Accomplishments / 2013 Goals**

Each year, the city's boards and commissions are asked to prepare a list of accomplishments from the previous year and to establish goals for the new year. This effort helps to clarify priorities and to maintain focus throughout the year.

The following documents are attached to assist the Commission completing this process:

- 2011 Accomplishments / 2012 Goals document that was reviewed and accepted by the Planning Commission in February of last year.
- Draft: 2012 Accomplishments / 2013 Goals document prepared by Current Planning staff for your consideration. This is being provided as a starting point for your discussion.
- Comprehensive Plan Objectives (11 in number) assigned to the Planning Commission.
- Comprehensive Plan Objectives Status Report—provided by Karl Barton. Karl is recommending that the items he has identified be inserted into the 2013 Goals.

Commissioners will note that the Draft document includes (and works to integrate) Comprehensive Plan objectives into the accomplishments and goals. Please recall the Commission's effort over the summer of 2011 to reduce the 91 objectives originally assigned to the Planning Commission down to a manageable 11.

# PLANNING COMMISSION: 2011 ACCOMPLISHMENTS & 2012 GOALS

*AS REVIEWED & ACCEPTED BY THE PLANNING COMMISSION ON FEBRUARY 13, 2012*

## **2011 Accomplishments**

1. **Completed a review of the 91 objectives** assigned to the Planning Commission in the 2005 Comprehensive Plan and reduced those objectives down to 12 realistic and doable priorities. Over a series of Planning Commission and sub-committee meetings, commissioners and staff arrived at list of measurable objectives that can be accomplished in the next several years.
2. **Recommended several Municipal Code amendments to the City Council:**
  - New Appeals Chapter in Title 18: This chapter provides uniform provisions for land use appeals, including appeal criteria, notice provisions and procedural guidelines. The amendment eliminated the troublesome “merit hearing” process.
  - Off-tracking betting: New provisions were developed to allow, with limitations, off-track betting activities in various commercial zoning districts.
  - Temporary sign provisions: a complete rewrite of the standards for allowing temporary, on-site business signs was completed. The updated standards accommodate current business practices, providing greater clarity and flexibility while improving enforceability.
  - Wind Turbine provisions for residential properties: The City Council, after discussing the provisions in a public hearing, decided not to adopt the regulations.
3. **Supported Downtown Revitalization, approving the Rialto Bridge project.** The Planning Commission approved the Rialto Bridge site development plan, paving the way for development of an important downtown catalyst project.
4. **Supported the preservation of the Medina Family Cemetery** (burial grounds) with approval of the Mariana 25<sup>th</sup> Subdivision / Garden Gate preliminary development plan. Acreage for the Mariano Medina Family plot was preserved from development.

## **2012 Goals:**

1. **Support Hwy. 402 Corridor planning effort.** Staff is anticipating direction to begin research and other preliminary efforts in the development of a corridor plan for East 14<sup>th</sup> Street, from I-25 to Hwy 287. It is expected that the Planning Commission will be involved in guiding the development of this project.
2. **Communication with the City Manager.** The Commission would like to gain a sense of the City Manager’s land use and planning priorities, including those priorities that extend into a multi-year timeframe. To this effect, the Commission would like the City Manager to brief the Commission on his priorities.

3. **Code Amendments.** The Commission expects to review the following amendments to the Municipal Code in 2012:
  - Site Development Performance Standards, Chapters 1, 3 & 4
  - Site Development Plan Process Amendments (code foundation for new procedures)
  - Affordable Housing provisions (new chapter in Title 18)
  - Temporary Use provisions
4. **Monitor City Review Process.** The Commission requests that staff provide an update of the development review process in March, including data indicating the number and type of projects approved and the review timeframes achieved by staff. Staff would provide a quarterly review of relevant data thereafter.
5. **Monitor / Support Downtown Revitalization.** The Commission requests a semi-annual report from staff indicating progress made on the downtown revitalization effort, including information on project approvals and new business start-ups.

# **DRAFT: PLANNING COMMISSION: 2012 ACCOMPLISHMENTS & 2013 GOALS**

## **2012 Accomplishments:**

**Monitor the City's development review process (Objective 15.1.IP1).** The Commission received a report from staff on progress being made on the development review process and requested updated information as it becomes available. Information at the August 27<sup>th</sup> meeting included a discussion of newly created Development Review process flow charts and the Capital Expansion program.

**Monitor and support downtown revitalization.** The Commission received reports from staff regarding downtown revitalization efforts with the Urban Renewal Plan Amendment presentation on February 27<sup>th</sup> and provided input on planning efforts.

**Facilitate clear requirements for public notice (Objective 18.2.IP1).** In an October study session, the Planning Commission provided direction to staff in the development of code amendments that would better assure notice of interested citizens.

**Discuss City development and long-range planning priorities with the City Manager.** The Commission conducted a study session with the City Manager on April 23<sup>rd</sup> to review planning priorities.

## **2013 Goals:**

**Monitor the City's development review process (Objective 15.1.IP1).**

- Review a multi-year development review performance report prepared by staff and provide recommendations for increased effectiveness and efficiency.
- Review proposed code amendments addressing standards for the Site Development Plan process and forward a recommendation to the City Council.

**Amend City development codes (Objective 1.2.IP2).** Review proposed amendments to the Site Development Performance Standards and Guidelines relating to landscaping and site standards. The standards should promote functional and aesthetically pleasing development yet provide developers with flexible means of achieving these goals.

**Facilitate clear requirements for public notice (Objective 18.2.IP1).** Review and recommend proposed code amendments that clarify and simplify the public notice process, helping to promote public involvement in the development review process.

***\*The Commission should review the list of items provided by Karl Barton for possible insertion into this listing.***

## **Evaluation of specified Comprehensive Plan Objectives Provided by Karl Barton**

**---February 7, 2012**

### **Objective 1.1.IP1:**

No action has been taken on this objective. At this point it is expected that the update to the Community Design Element will be undertaken as part of the development of the 2015 Comprehensive Plan.

### **Objective 12.3.IP1:**

Work on this objective is underway. As a first step in working with Larimer County, an intergovernmental agreement with Johnstown to address the overlap of our two Growth Management Area Boundaries is being drafted. It is the uncertainty caused by this area of overlap that has in the past made Larimer County reluctant to extend the GMA Overlay Zoning District. The intergovernmental agreement contains language whereby Loveland and Johnstown agree to cooperate with each other in working with Larimer County.

### **Objective 15.2.IP1:**

Work on this objective is to be undertaken in 2013 with expected work on scoping the new Comprehensive plan, developing a work plan, and pursuing the possibility of funding for hiring a consultant to assist City staff with the drafting of the plan.

### **Objective 3.2.IP1:**

No action has been taken on this objective.

### **Objective 3.3.IP1:**

Work has begun on a corridor Plan for State Highway 402. The corridor plan has been scoped and a work plan has been created. The intergovernmental agreement discussed in Objective 12.3.IP1 is the first step in the creation of the corridor plan as it is necessary to clear up growth management related issues before commencing with the public outreach and plan drafting.

### **Objective 9.4.IP1:**

The Community Sustainability Plan is being drafted by Public Works. At this time, Community & Strategic Planning have not been asked to draft any piece of the Plan. However, C&SP staff had have the opportunity to comment on the draft plan and have participated in public open houses.

Implementation Plan Objectives  
Evaluation Template

Objectives	Lead Role	Accomplished	In Progress	Expected Completion	Future Effort	Expected Start Date	Explanation of Status
<b>Objective 1.1 (P1):</b> Update the Community Design Element Chapter of the Comprehensive Plan to be an inclusive document that examines all of the City codes and standards that shape the look, feel and functionality of Loveland neighborhoods. The updated Design Element will connect these elements and look at them through a more practical and fiscal sustainability lens to result in an updated Comprehensive Plan chapter that will provide guidance in the design of new neighborhoods and the redevelopment of existing neighborhoods as well as for future code revisions governing community design.	PC						
<b>Objective 1.2 (P2):</b> Amend City codes to improve community functionality and aesthetics while fostering a business-friendly development climate. Major amendments should include improvements to site design and landscaping standards; addition of design elements to the residential zone districts; development of east/infill and redevelopment standards; and, streamlining of the special review provisions.	PC						
<b>Objective 2.3 (P1):</b> Work with Larimer County to establish the Loveland Growth Management Area Overlay zoning district on properties in the State Highway 402 Corridor.	PC						
<b>Objective 3.5.1 (P1):</b> Complete the 5 Year Comprehensive Plan Update, creating an Implementation Plan that lists Comprehensive Plan objectives to work plans, gives the objectives a consistent format, and creates a tool for decision making by City Council as well as Boards and Commissions.	PC						
<b>Objective 3.5.1 (P2):</b> Monitor and improve the building permit and development review processes in order to provide clarity, reduce timelines and facilitate development.	PC						
<b>Objective 3.5.2 (P1):</b> Complete the City of Loveland 2015 Comprehensive Plan with the focus on making it an inclusive and useful document that is the guiding document for City operations and staff actions. The Plan should be adopted by City Council no later than the end of 2015.	PC						
<b>Objective 3.6.1 (P1):</b> Assist Canby (the Coalition for Activity and Nutrition to Defeat Obesity) as they work on the Neighborhood HEAL project. This project should include the completion of neighborhood specific reports and a presentation of the results to City Council.	PC						
<b>Objective 3.6.2 (P2):</b> Develop a community outreach strategy which establishes practices that promote citizen and business input the development of code amendments and planning policies.	PC						
<b>Objective 3.7 (P1):</b> Prepare a report evaluating the physical condition of the West Elmhower Boulevard corridor that determines whether conditions exist that would make it appropriate to prepare an urban renewal plan for said area.	PC						
<b>Objective 3.8 (P1):</b> Prepare a corridor plan for the West Elmhower Boulevard corridor that considers land use, urban design, and transportation. Alternatively, prepare a corridor plan for the State Highway 402 corridor that considers land use, urban design, transportation, and utility provision.	PC						

Objectives	Lead Role	Accomplished	In Progress	Expected Completion	Future Effort	Expected Start Date	Explanation of Status
<b>Objective 9.4 (P1):</b> Prepare a plan that addresses the City's current and future land use pattern and urban design standards and their impact on environmental and fiscal sustainability or contribute to the Community Sustainability Plan a section covering this topic.	PC						