

**CITY OF LOVELAND
PLANNING COMMISSION MINUTES
December 23, 2013**

A meeting of the City of Loveland Planning Commission was held in the City Council Chambers on December 23, 2013 at 6:30 p.m. Members present: Chairman Meyers; and Commissioners Middleton, Massaro, Molloy, Dowding, Ray and Prior. Members absent: Commissioner Crescibene. City Staff present: Bob Paulsen, Current Planning Manager; Judy Schmidt, Deputy City Attorney, Bethany Clark, Community and Strategic Planning.

These minutes are a general summary of the meeting. For more detailed information, audio and videotapes of the meeting are available for review in the Community Services office.

CITIZEN REPORTS

There were no citizen reports.

STAFF MATTERS

1. Highway 287 Strategic Plan

The City is developing an Advisory Committee to provide input on the Highway 287 Strategic Plan process and is requesting one or two Planning Commission members to serve on the committee. Development of the plan will include an extensive public outreach component, market study, and economic analysis.

In January 2012 City Council identified the Highway 287 Strategic Plan as a priority and funding was provided in July 2013. The goals of the plan are to: (i) generate private investment; (ii) create a positive image along the corridor; (iii) facilitate redevelopment; (iv) increase jobs and generate new tax revenue; (v) create a gateway corridor to downtown; (vi) improve public infrastructure, and; (vii) define implementation strategies and recommendations for action.

The timeline for the project is as follows:

Nov 13-Jan 14-Project Initiation

Dec 13-Feb 14-Analysis of Corridor Conditions

Feb 14-Apr 14-Corridor Vision + Alternatives

Apr 14-Jun 14- Development of the Strategic Plan

Ms. Clark explained that Strategic Planning is looking for two planning commissioners who could volunteer their time for the project. The first meeting would most likely be mid-January 2014.

Ms. Clark explained that the plan will include two segments of Highway 287. The 4.5 mile segment north of Downtown and the 3.0 mile segment south of Downtown.

Chair Meyers asked if county businesses would be included in the study or only city businesses. **Ms. Clark** replied that both county and city businesses will be invited to participate in the study.

Commissioner Ray asked what time the meetings would be held. **Ms. Clark** stated the meetings would most likely be around the 4-6 pm timeframe on a weekday.

Ms. Clark explained that the committee would prefer someone from the Planning Commission who has a background in architecture and landscape design. **Mr. Molloy** explained that he has design experience, but would like to have another Commissioner be involved on other committees.

Chair Meyers stated that **Commissioner Prior** would be a good candidate and explained that the new Commissioner who has been nominated might be a good fit.

Commissioner Massaro and Commissioner Dowding also volunteered to participate on the Highway 287 committee; however **Chair Meyers** made the decision to defer a final decision until the next Planning Commission meeting in order for the new Commissioner to be considered for the committee.

Chair Meyers stated that **Ms. Bethany Clark, Strategic Planning**, specifically requested a Commissioner that had an architectural and/or landscaping design background.

Commissioner Massaro agreed that a decision should be made at the next Planning Commission meeting.

Commissioner Molloy asked what other members will be on the committee. **Ms. Clark** responded that the other committee members will include a Transportation Advisory Board member, a Loveland Utilities Commission member, and city/county property owners.

Commissioner Ray commended other Commissioners for stepping up to volunteer given that there were more volunteers than needed.

COMMITTEE REPORTS

Commissioner Molloy stated at the last Title 18 Committee meeting, future projects for 2014 which included landscape standards, and xeric plantings were discussed.

Commissioner Prior questioned if the xeric plants that are being planted along the highways would be killed due to chemicals being used on the roads during snow removal. He questioned if they should be planted only to end up being killed.

Mr. Paulsen responded that the city has not had a concerted review of the use of mag-chloride on the roads and its impact on plantings along streets, and stated that it is an item open for discussion and consideration.

COMMISSIONER COMMENTS

There were no comments.

APPROVAL OF THE MINUTES

Chair Meyers asked if there were any corrections needed in the November 25, 2013 meeting minutes. **Commissioner Massaro** asked for a correction to page 2 paragraph 8 to reflect his title from “Chair of the Larimer County Democratic Party: to “House District 51 Director”. After **Ms. Kreutzer, Planning Commission Secretary** noted the correction, **Commissioner Dowding** moved to approve the minutes. Upon a second by **Commissioner Ray**, the meeting minutes were approved 7-0.

REGULAR AGENDA

1. North Cleveland Sub-Area Code Amendment

This is public hearing on a legislative matter. Staff is proposing an amendment to the Municipal Code to allow limited on-site signage to home occupation businesses located within the North Cleveland Avenue corridor. The Commission’s task is to review the amendment and to make a recommendation for final action to the City Council.

Mr. Paulsen shared that this code amendment is a legislative matter that came about after having conversations with property owners in the North Cleveland Sub-Area corridor. He explained that properties within this district are zoned R3e, and explained that a few years ago, some amendments were put into place making greater allowances for office uses.

Mr. Paulsen communicated that there has been a transition in the area from what was built as a residential district, to an office/business district. To facilitate the transition, zoning was amended to allow office uses more readily. He explained that because there are still residential uses in the corridor, Planning felt at the time that the corridor should respect the existing residential environment.

With the new amendment, **Mr. Paulsen** explained that home occupations would be permitted to have a sign associated with the perspective business. He clarified that the municipal code currently does not allow signs for home occupations. He stated that because of the redeveloping area of the Cleveland corridor, it would be appropriate to allow signs for home occupation businesses.

Mr. Paulsen finished by explaining the sign specifications within the provisions would allow a 20 (twenty) square foot sign.

Commissioner Massaro asked if the signs would only be illuminated externally and asked why internal lighting would not be allowed. **Mr. Paulsen** stated that externally lit signs would be consistent with the policy in the area.

Commissioner Middleton asked Mr. Paulsen to define what a “business” is. **Mr. Paulsen** explained that home occupation applications are processed through Current Planning via the Home Occupation application.

Chair Meyers opened the public hearing.

Commissioner Middleton made a motion to find that the proposed amendments to Title 18, described in the December 23, 2013 Planning Commission staff report, are in substantial compliance with the Loveland Comprehensive Plan; and based on that finding, recommend that City Council approve the amendments to Title 18 as described herein and as amended on the record. Upon a 2nd from **Commissioner Dowding** the motion was unanimously approved.

ADJOURNMENT

Commissioner Molloy, made a motion to adjourn. Upon a second by **Commissioner Ray**, the motion was unanimously approved and the meeting was adjourned.

Approved by: 
Buddy Meyers, Planning Commission Chairman


Kimber Kreutzer, Planning Commission Secretary