



## **LOVELAND PLANNING COMMISSION MEETING AGENDA**

**Monday, October 13, 2014  
500 E. 3<sup>rd</sup> Street – Council Chambers  
Loveland, CO 80537**

THE CITY OF LOVELAND DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY, RACE, CREED, COLOR, GENDER, SEXUAL ORIENTATION, RELIGION, AGE, NATIONAL ORIGIN OR ANCESTRY IN THE PROVISION OF SERVICES. FOR DISABLED PERSONS NEEDING REASONABLE ACCOMODATIONS TO ATTEND OR PARTICIPATE IN A CITY SERVICE OR PROGRAM, CALL 962-2523 OR TDD 962-2620 AS FAR IN ADVANCE AS POSSIBLE.

### **I. CALL TO ORDER**

### **II. PLEDGE OF ALLEGIANCE**

### **III. REPORTS:**

#### **a. Citizen Reports**

This is time for citizens to address the Commission on matters not on the published agenda.

#### **b. Staff Matters**

- Code amendments scheduled for Oct 27<sup>th</sup> meeting
- 2 applicants for vacant Planning Commission position

#### **c. Committee Reports**

#### **d. Commission Comments**

### **IV. APPROVAL OF MINUTES**

#### **Review and approval of the September 22, 2014 Meeting minutes**

### **V. CONSENT AGENDA**

The consent agenda includes items for which no discussion is anticipated. However, any Commissioner, staff member or citizen may request removal of an item from the consent agenda for discussion. Items removed from the consent agenda will be heard at the beginning of the regular agenda.

Public hearings remaining on the Consent Agenda are considered to have been opened and closed, with the information furnished in connection with these items considered as the only evidence presented. Adoption of the items remaining on the Consent Agenda is considered as adoption by the Planning Commission and acceptance by the Applicant of the staff recommendation for those items.

**1. Water Fifth Subdivision – Dolomite Place Vacation**

This application proposes to vacate an undeveloped portion of a public street within the Water Fifth Subdivision for property that is adjacent to North Boise Avenue. The street right-of-way to be vacated, named Dolomite Place, was dedicated for a specific development proposal in 2005 that has not been built. Dolomite Place is platted as a stub street that intersected with Boise Avenue to the south of East Fourth Street. A new proposal for the development of duplexes that will be accessed from a private drive off of North Boise makes the right-of-way unnecessary. This is a legislative matter requiring a public hearing. The Planning Commission is requested to make a recommendation to the City Council for final action.

**2. Webster Addition / Water Addition – Alley Vacation**

This application proposes to vacate an unused, undeveloped alley that extends from North Boise to North Madison Avenue. The platted alley right-of-way is south of and parallel to East Fourth Street. This application is associated with Agenda item 1. The vacation action is being requested to accommodate a future development proposal that has not yet been submitted to the City. The right-of-way contains no utilities and the right-of-way serves no purpose. This is a legislative matter requiring a public hearing. The Planning Commission is requested to make a recommendation to the City Council for final action.

**VI. REGULAR AGENDA:**

**3. 2623 5<sup>th</sup> Street SW**

This application requests Special Review approval to remove the owner occupancy requirement associated with an approved accessory dwelling unit. The subject property is zoned R1-UD and is located within the Westwood residential neighborhood. The property includes a single family home and the accessory dwelling unit that is located above an attached garage. Under the zoning provisions of the Municipal Code, when an accessory dwelling unit is permitted, either the primary residence or the accessory unit must be occupied by an owner of the property—unless the property is occupied by one family. As this application has generated significant controversy in the neighborhood, the Current Planning Manager was unable to approve the request and, as specified by the Municipal Code, the application is automatically referred to the Planning Commission for a public hearing. This is a quasi-judicial matter and barring appeal, the Planning Commission has final decision-making authority.

**VII. ADJOURNMENT**

**CITY OF LOVELAND**  
**PLANNING COMMISSION MINUTES**  
**September 22, 2014**

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A meeting of the City of Loveland Planning Commission was held in the City Council Chambers on September 22, 2014 at 6:30 p.m. Members present: Chairman Meyers; and Commissioners Dowding, Crescibene, Forrest, Jersvig, and Ray. Members absent: Middleton and Molloy. City Staff present: Bob Paulsen, Current Planning Manager; Moses Garcia, Assistant City Attorney.

*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 Development Services office.*

**CITIZEN REPORTS**

There were no citizen reports.

**STAFF MATTERS**

1. **Mr. Paulsen**, shared with the Commissioners that the Planning Commission vacancy applications close on October 6<sup>th</sup> at 5:00 pm.
2. **Ms. Kerri Burchett, Principal Planner**, gave a brief report on progress of the Development Review Center, indicating that currently the third and final staff committee is working on space planning. This effort includes design, functionality and technology; thereafter, the City will hire an architect to complete the design. A focus group that includes members from the development and construction communities will meet this Friday the 26<sup>th</sup>.
3. **Mr. Paulsen**, informed the Commissioners of an upcoming joint study session with the Construction Advisory Board that will be scheduled for the end of October or early November. This will be an opportunity for commissioners to give their input in the Development Review Center.

**COMMITTEE REPORTS**

**287 Strategic Plan Committee:** **Commissioner Forrest** shared dates of two upcoming meetings for the public to attend; Sunday, September 28<sup>th</sup> from 9am-1:30pm at the Farmers Market and Tuesday, October 7<sup>th</sup> from 4-7pm at the Police and Courts Building.

**Title 18 Committee:** **Chair Meyers** stated they are working on a different approach to Public Notice signage.

**COMMISSIONER COMMENTS**

There were no comments.

**APPROVAL OF THE MINUTES**

**Commissioner Crescibene** made a motion to approve the August 25, 2014 minutes; upon a second from **Commissioner Ray**, the minutes were approved unanimously.

## **ADJOURNMENT**

**Commissioner Crescibene**, made a motion to adjourn. Upon a second by **Commissioner Forrest**, the motion was unanimously adopted.

Approved by: \_\_\_\_\_  
Buddy Meyers, Planning Commission Chair

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Beverly Walker, Planning Commission Secretary