

**CITY OF LOVELAND**  
**PLANNING COMMISSION MINUTES**  
**January 26, 2015**

---

A meeting of the City of Loveland Planning Commission was held in the City Council Chambers on January 26, 2015 at 6:30 p.m. Members present: Chairman Crescibene; and Commissioners Middleton, Meyers, Molloy, Dowding, Forrest, Jersvig, and McFall. Members absent: Commissioner Ray. 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, Current Planning Manager**, informed the Commissioners that there would be at least one item on the agenda for the February 9<sup>th</sup> Planning Commission meeting.
2. The Commissioners were invited to attend the City Council Study Session on January 27<sup>th</sup> for the presentation on the Development Center.
3. The code revisions are on the February 3<sup>rd</sup> City Council meeting agenda. **Mr Paulsen**, stated that it is the first step in creating a more consistent code.

**Mr. Paulsen** shared that the new City Attorney is **Tami Yellico** and **Moses Garcia** will remain as the assigned attorney for the Planning Commission.

**COMMITTEE REPORTS**

**Commissioner Molloy** informed the Commissioners that the Title 18 Committee met a couple weeks ago. **Councilor Krenning** attended regarding the No Zone zoning idea, to be used for infill and provide more flexibility. That will brought the Planning Commission when there is more clarity on it.

**Commissioner Forrest** shared with the Commission that the 287 Advisory Committee met two weeks ago. They are working on prioritizing areas, for example, areas that would be a high cost with a high reward, low cost with a high reward, or a high cost with low reward, etc. That will be brought to the Commission for review in the future.

**Commissioner Dowding** shared information on the Stakeholders Committee meeting for Create Loveland to be held on February 3<sup>rd</sup> in the Library's Gertrude Scott Room at 6:00-8:00pm and will include a presentation for the community.

**COMMISSIONER COMMENTS**

**Commissioner Molloy** raised suggestions about the distribution of staff report materials and his interest in reducing the amount of printed and distributed paper materials. He suggested maintaining the distribution of the hard copy versions of the Planning Commission staff report but making electronic versions available as well, especially for smaller meeting agendas that don't require larger copies of plans. There was consensus from all commissioners to get both an electronic version and hard copy version. For small packets, that are 8.5" x 11" pages, we will mail them the hard copy instead of delivering them.

**Commissioner Middleton** suggested two resources for the Commissioners; The Job of the Planning Commission, it explains what commissioners can and cannot talk about or do; staff will order this book for the Commissioners. The second book is Building Codes Illustrated, A Guide to Understanding the International Building Code, this book can be found online if you would like to order it.

**Commissioner Dowding** pointed out an article in the Planning Magazine's December issue on reducing bias on zoning boards. She found it interesting how different states have different requirements for their boards. She indicated that the best way to reduce bias is having a very strong conflict of interest rule. She feels that Loveland and the Commissioners do a very good job abiding by the conflict of interest rule.

**Chair Meyers** stated that this would be his last Planning Commission as the Chair and thanked everyone for their support over the last three years.

### **APPROVAL OF THE MINUTES**

**Commissioner Middleton** made a motion to approve the November 24, 2014 minutes; upon a second from **Commissioner Dowding** the motion passed with 6 ayes and 2 abstentions.

### **REGULAR AGENDA**

#### **1. Election of Officers**

**Commissioner Middleton** made a motion to nominate **Commissioner Crescibene** as Chair. Upon a second by **Commissioner Meyers** the motion was adopted unanimously.

**Commissioner Crescibene** made a motion to nominate **Commissioner Middleton** as Vice Chair. Upon a second by **Commissioner Jersvig** the motion was adopted unanimously.

**Commissioner Meyers** made a motion to nominate **Commissioner Dowding** as ZBA Hearing Officer. Upon a second by **Commissioner Crescibene** the motion was adopted unanimously.

**Commissioner Middleton** made a motion to nominate **Commissioner Forrest** as the alternate ZBA Hearing Officer. Upon a second by **Commissioner McFall** the motion was adopted unanimously.

**Commissioners Meyers and Molloy** will remain the Title 18 Committee members.

**Commissioner Molloy** volunteered to join the 287 Strategic Plan committee.

## **2. 2014 Accomplishments and 2015 Goals**

**Mr. Paulsen** introduced the Accomplishments and Goals discussion. He explained that the annual Boards & Commissions Summit is an event that helps to create a greater understanding between the various boards and commissions. As part of this process, each board and commission submits their accomplishments and goals which are put in a pamphlet and handed out at the event; in addition, several boards and commissions are asked to present their accomplishments and goals at the event. The summit will be held on February 19<sup>th</sup> at the Rialto Theater Center beginning at 5:00pm.

2014 Accomplishments and 2015 Goals in the staff memo were suggestions and the Commissioners were encouraged to make adjustments.

**Commissioner Meyers** asked that the Code Amendment accomplishments have a more detailed list that includes the adjustments to the subdivision and zoning codes.

**Commissioner Middleton** would like to add the accomplishment of the improvement of public outreach on development activity.

**Commissioner Crescibene** would like to add to the accomplishments the projects that were controversial and did not get approval because of the citizen participation that gave the Commission valuable insight.

**Commissioner Meyers** commented that he would like a broader view of what is happening when asked to make a decision on a subject that involves City incentives or other City initiatives.

**Commissioner Middleton** asked about the 402 Corridor project. **Mr. Paulsen** replied that a lot of jurisdictional issues had to be taken care of first, but it is back on the radar.

**Commissioner Molloy** commented that he feels that simplifying the development review process and the website is an accomplishment.

**Commissioner Meyers** suggested having a member on the committee regarding the Downtown Development Authority. **Mr. Paulsen** informed the Commissioners that **Betsey Hale** will be attending a Planning Commission meeting in March to give a status report.

**Commissioner Crescibene** would like **Mike Scholl** come and present on the progress for downtown and would like to know how many businesses have gone to him for help and guidance.

**Mr. Paulsen** will make the suggested changes to the accomplishments and goals and send them out for any additional revisions prior to submitting them for the Summit. He indicated that a final draft version would be provided for Commission review on February 9<sup>th</sup>.

**ADJOURNMENT**

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

Approved by: \_\_\_\_\_

  
John Crescibene, Planning Commission Chair

  
Beverly Walker, Planning Commission Secretary