

CITY OF LOVELAND
PLANNING COMMISSION MINUTES
February 13, 2017

A meeting of the City of Loveland Planning Commission was held in the City Council Chambers on February 13, 2017 at 6:30 p.m. Members present: Chairman Jersvig; and Commissioners Dowding, Molloy, Ray, Roskie, Cloutier and Fleischer. Members absent: Commissioners Forrest and McFall. City Staff present: Bob Paulsen, Current Planning Manager; Moses Garcia, Assistant City Attorney; Linda Bersch, Interim Planning Commission Secretary.

These minutes are a general summary of the meeting. A complete video recording of the meeting is available for two years on the City's web site as follows: <https://loveland.viebit.com/>

CITIZEN REPORTS

There were no citizen reports.

CURRENT PLANNING UPDATES

1. **Mr. Robert Paulsen, Current Planning Manager**, noted that **Laurie Stirman, Assistant City Attorney**, will be the filling in for **Moses Garcia** at the March 13th Planning Commission meeting.
2. **Mr. Paulsen** reported that effective February 8th, **Terry Andrews** retired as City Clerk. **Beverly Walker** is now the **Acting City Clerk**. Some Commissioners may remember Beverly as a former Planning Commission Secretary.
3. **Mr. Paulsen** reported that the February 27th Planning Commission meeting agenda is very full and some items may have to be moved to a later date. The agenda preview includes:
 - a. The site plan for the Foundry Project
 - b. The Anderson Farm 12th Subdivision Vacation. This is related to the County project at 1st Street and Denver Ave.
 - c. Affordable Housing code changes which are part of the amendments to Chapter 16, the Subdivision Code. **Alison Hade** from the Community Partnership office will be at the meeting to explain those amendments. This item, as well as the Foundry Project, will remain on the agenda as City Council is expecting them.
 - d. The Unified Development Code (UDC) – Simplified Procedures (final draft). As previously communicated to the Commissioners, updates to the UDC, Chapter 2 will not be available for consideration tonight. After updated materials were sent to the Commissioners, significant adjustments to those materials were required and are now in progress. This has prompted staff's request to open the public hearing tonight in case there are people in the audience who wish to comment on the proposed updates and then continue this matter until the meeting on the 27th. If there is insufficient time on that agenda, a continuance may again be requested.

4. In regard to the **Housing Tour scheduled for Friday afternoon, March 3rd, Mr. Paulsen** reported that a COLT bus is not available on this date. Once he hears from COLT regarding dates a bus is available on a Friday afternoon later in March, he will contact all participants by e-mail to determine their availability for a reschedule.
5. There were no **Hot Topics** to report. However, **Mr. Paulsen** had the following additional information to share:
 - He provided a copy of an article from the *Fort Collins Coloradoan* regarding narrow sidewalks and commented that this may be of interest in regards to observations made at the recent tour of Eisenhower Boulevard.
 - He also referenced the “Planning Commissioners Guide” that Commissioners have received a copy of, specifically that Chapter 6 and 7 is pertinent to Commissioners recent conversions. If you have any questions or concerns, staff we would be happy to assist you. **Commissioner Ray** commented the he finds that this book provides a lot of very good information and would encourage everyone to read it

CITY ATTORNEY’S OFFICE UPDATES

Moses Garcia, Assistant City Attorney has nothing to report from the City Attorney’s office.

COMMITTEE REPORTS

Commissioner Molloy reported that the next Title 18 meeting is Thursday, February 16th.

COMMISSIONER COMMENTS

There were no Commissioner comments.

APPROVAL OF THE MINUTES

***Commissioner Dowding** made a motion to approve the **January 23, 2017** minutes as corrected; upon a second from **Commissioner Roskie** the minutes were unanimously approved.*

CONSENT AGENDA

1. Vacation of Rights-of-Way Request

This is a public hearing item on a legislative matter concerning the vacation of right-of-way in the downtown area associated with The Foundry redevelopment project. The proposal is to vacate Opera Alley and portions of East Third Street to accommodate this project. The rights-of-way proposed for vacation will no longer be needed. Plans associated with The Foundry project will ensure the provision of adequate vehicular and pedestrian circulation as well as adequate utility provision. The Planning Commission's role is to make a recommendation on the vacation

request to City Council for final action. Staff believes that all key issues have been addressed and staff supports the proposed vacation.

Commissioner Jersvig asked if there were any public, staff or commissioner requests to remove this item from the consent agenda. Seeing none, the following motion was made.

***Commissioner Dowding** moved to approve the Consent Agenda consisting of the Vacation of Rights-of-Way Request. **Commissioner Roskie** seconded the motion and it was unanimously approved.*

REGULAR AGENDA

Commissioner Jersvig reported he has a request for items 2 and 3 to be switched on the agenda.

***Commissioner Dowding** made a motion to put item 3 in front of item 2 on our regular agenda. Following a second by **Commissioner Ray**, the motion was unanimously approved.*

3. Unified Development Code, Chapter 2 (Continued from January 23, 2017)

At the January 23, 2017 Planning Commission meeting, the public hearing on Chapter 2 of the Unified Development Code was continued to February 13, 2017. The continuance was needed to provide staff with the opportunity to address Planning Commission comments. Commission comments included a request for the following:

- Further information and justification relating to the recommended public notification process, including some mapped examples of mailed notice radius distances
- Descriptions of the proposed approval procedures
- Specification of "Threshold Review" criteria for determining when neighborhood meetings are required

Staff has responded with information that addresses these and other items of concern. Staff requests that the Commission provide direction on the above items and any other items of concern in order for staff to prepare a final draft of Chapter 2 for the Commission's review on February 27, 2017.

Because this is a continuance of a public hearing item, the Planning Commission should reopen the public hearing on this matter, providing interested parties with the opportunity to address the Commission.

Mr. Paulsen stated that after the updated materials were prepared and sent out, the staff project team revisited the revisions and felt the release was premature. Staff needs another two weeks to adjust them. After hearing from the public and any Commissioner comments tonight, I would ask that this matter be continued to the next meeting on February 27th.

CITIZEN COMMENTS:

Commissioner Jersvig opened the public hearing at 6:43 p.m.

There were no public comments.

Commissioner Jersvig closed the public hearing at 6:43 p.m.

COMMISSIONER COMMENTS:

There were no comments.

Commissioner Dowding moved to continue the Unified Development Code, Chapter 2 until February 27, 2017. After a second by Commissioner Ray, the motion was unanimously approved

2. Mirasol Community General Development Plan Fourth Amendment

Kerri Burchett, Staff Planner reported this is a public hearing to consider a request to amend the General Development Plan (GDP) for the Mirasol Community Planned Unit Development (PUD). The site is located at the southeast corner of 4th Street SE and South Saint Louis Avenue. Amending the GDP is considered a change to the zoning as the request would allow for an additional land use option within the PUD. The amendment would allow the development of three "Green House skilled nursing homes" in GDP Area I. As currently approved, ten single family or duplex units are permitted in this area.

A neighborhood meeting was held to discuss the proposed amendment. There were 22 neighbors who attended. At the meeting, general questions were raised regarding the nature of the Green House homes, inclusion into the Mirasol community, noise, construction timing, buffering from the single family homes, and increased traffic. Generally, the proposal was well received by the neighborhood.

The Planning Commission's role is to make a recommendation on the GDP Amendment to City Council for final action. Staff believes that all key issues have been addressed and staff supports the proposed amendment. A neighborhood meeting has been scheduled on February 23rd for the next step in the development process; the preliminary development plan (PDP). This meeting will focus on the specific site plan, landscape plan, and architectural elevations. The PDP will be scheduled for a future Planning Commission public hearing.

Jeff Feneis with the Loveland Housing Authority of the City of Loveland began by answering **Commissioner Jersvig's** question concerning when ground breaking would begin. He stated that no target has been set yet for the Green House homes but the Housing Authority would like to break ground on the apartments sometime this year. He

went on to state that this change to the GDP is requested because of the need for quality skilled nursing facilities. The wait list for their current Green Houses is over 100 seniors with more added every day. This proposal would add 3 homes with 10 beds each. He explained the name “Green House homes” represents growing healthy, vibrant elders.

CITIZEN COMMENTS:

Commissioner Jersvig opened the public hearing at 6:55 p.m.

Lori Goebel came forward stating that her father is a current resident of a Green House home in Mirasol and that he receives phenomenal care. She is supportive of the GDP Amendment proposal to permit additional Green House homes in Mirasol. She indicated that she is unable to attend the upcoming neighborhood meeting on February 23rd and would like to share some concerns about the usability of the garages for transferring residents to a vehicle. Also, she would like for all trash enclosures to be screened from view.

Commissioner Jersvig closed the public hearing at 6:57 p.m.

Commissioner Jersvig asked Mr. Paulsen where Ms. Goebel could address her concerns since she cannot attend the February 23rd neighborhood meeting. Mr. Paulsen reiterated that this hearing does not concern the site designs of the project but indicated Ms. Goebel’s concerns should be addressed to Kerri Burchett in Current Planning and she would see they are carried forward.

COMMISSIONER COMMENTS:

Commissioner Ray thanked Ms. Goebel for coming forward and assured her that Kerri Burchett would do a good job when it comes to addressing her comments at the upcoming neighborhood and planning commission meetings.

Commissioner Dowding commented that the Green House concept is successful and that there is definitely a need to expand. She indicated that the proposal addresses the needs of the community.

Commissioners Molloy notes that the proposal for Green House homes is a more limited use than what was previously approved and it fits well into the Mirasol development.

***Commissioner Dowding** moved to make the findings listed in Section VII of the Planning Commission staff report dated February 13, 2017 and, based on those findings, recommend that City Council approve the Mirasol Community PUD General Development Plan Fourth Amendment. After a second by **Commissioner Roskie**, the motion was unanimously approved.*

ADJOURNMENT

Commissioner Dowding , made a motion to adjourn. Upon a second by Commissioner Ray, the motion was unanimously adopted.

Commissioner Jersvig adjourned the meeting at 7:02 p.m.

Approved by: _____


Jeremy Jersvig, Planning Commission Chair


Linda Bersch, Interim Planning Commission Secretary.