

# **CITY OF LOVELAND**

## **PLANNING COMMISSION MINUTES**

### **June 12, 2017**

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A meeting of the City of Loveland Planning Commission was held in the City Council Chambers on June 12, 2017 at 6:30 p.m. Members present: Chairman Jersvig; and Commissioners Molloy, Forrest, Ray, McFall, Roskie, and Fleischer. Members absent: Commissioner Dowding. City Staff present: Bob Paulsen, Current Planning Manager; Moses Garcia, Assistant City Attorney; and Jenell Cheever, 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. **Robert Paulsen**, Current Planning Manager, reviewed the agenda items scheduled for the Monday, June 26, 2017 Planning Commission meeting.
2. **Mr. Paulsen** noted that the Unified Development Code Study Session will be held at 6:00 p.m. on June 19, 2017 at the Development Center.
3. **Mr. Paulsen** updated the commissioners on the Planning Commission vacancy and noted that two candidates will be interviewed on June 20, 2017.
4. **Mr. Paulsen** asked the commissioners if they would like to cancel the regular Planning Commission meeting on July 10, 2017 and hold a study session at the Development Center at 6:00 p.m. that evening instead. The commissioners agreed to the schedule change.

### **CITY ATTORNEY'S OFFICE UPDATES**

1. **Moses Garcia**, Assistant City Attorney, informed the commissioners that City Council requested that the employment contract for Interim City Attorney Clay Douglas be reviewed to consider changing his position from the Interim City Attorney to Permanent City Attorney.

### **COMMITTEE REPORTS**

1. **Commissioner Roskie** stated that the Title 18 Committee will meet this week. She also noted that she is unable to attend the next Unified Development Code (UDC) study session so she met with Greg George and Brett Limbaugh to provide her feedback ahead of time.
2. **Commissioner Forrest** stated that there have been no ZBA hearings.

## **COMMISSIONER COMMENTS**

There were no comments.

## **APPROVAL OF THE MINUTES**

*Commissioner McFall made a motion to approve the May 22, 2017 minutes as amended on the record; upon a second from Commissioner Roskie the minutes were unanimously adopted. Commissioner Forrest abstained.*

## **REGULAR AGENDA**

### **1. Plan of Development for the Downtown Development Authority**

**Project Description:** The Plan of Development (DDA Plan) for the Loveland Downtown Development Authority (DDA) is required by State Statute to be reviewed by the Planning Commission and a recommendation then made to the City Council. The DDA Plan is defined as a plan for the development or redevelopment of the DDA District over a thirty to fifty year period. The DDA Plan must go through a review of the Planning Commission review prior to consideration by the City Council.

Upon the Planning Commission's recommendation, the City Council is scheduled to hold a public hearing on July 5, 2017 and consider a resolution approving the DDA Plan. The DDA may not undertake any development project until the City Council has approved the DDA Plan.

**Mike Scholl**, Economic Development Manager, stated that the Downtown Development Authority has updated the DDA Plan of Development in preparation for the upcoming 2017 ballot measure requesting authorization of debt and tax increment financing. **Mr. Scholl** described the DDA Boundary and noted that the DDA Plan of Development has been modified to exclude some residential properties on the edges of the boundary. These properties were unlikely to receive the benefits from future projects but owners would have been required to pay the tax burden.

**Mr. Scholl** noted that the plan identifies potential projects to fund. However, all projects are required to go through Bond Council review for approval prior to receiving any funding.

**Mr. Scholl** also described the methods of financing that will be presented on the ballot during the November election and that the 5 mil property tax increase has been dropped from the ballot.

## **COMMISSIONER QUESTIONS AND COMMENTS:**

- **Mr. Scholl** answered questions regarding railroad quiet zones and the fate of Loveland Urban Renewal Authority if the bond passes.
- **Commissioner Molloy** asked what the Planning Commission's specific role was in recommending the DDA Plan of Development to City Council. **Robert Rogers**, DDA Attorney, and **Moses Garcia**, Assistant City Attorney, confirmed that the requirement for the Planning Commission to make a recommendation to City Council is specified in the state statutes and there are no specified standards by which the plan is to be judged. Discussion ensued and the Planning Commission determined that their appropriate role was to determine if the proposed projects align with the goals of the Comprehensive Plan for the downtown area and that the Commission did not need to endorse or oppose the financing options--which are considerations better left to the City Council.

*Commissioner Forrest* motioned to recommend the City Council adoption of the Plan of Development for the Downtown Development Authority. Upon a second by **Commissioner McFall**, the motion was unanimously adopted.

**Commissioner Jersvig called for a recess at 7:18 p.m.**

**Commissioner Jersvig called the meeting to order at 7:26 p.m.**

## **2. Hydrozone Program and Recent Code Changes**

**Project Description:** Kim Edwards with the Water Resources office of the Water and Power Department will provide an informational overview of the City's Hydrozone program. This voluntary water budget program is designed to provide cost savings to water customers and to conserve water resources by encouraging the use of water-efficient landscaping. To qualify, applicants must submit landscape plans based on hydrozone design that demonstrate water usage that is roughly 25% less than a typical bluegrass lawn. Qualifying landscapes must be irrigated with a dedicated irrigation meter. Most program participants are HOAs and larger commercial properties. The presentation will also include a description of amendments to Title 19 (water rights) adopted by City Council on June 6th that are designed to help participants be successful in meeting program requirements.

**Kim Edwards**, Engineer with Water and Power's Water Resources office, provided an informational presentation on the Title 19 code revisions that were approved by City Council on June 6<sup>th</sup>. The code revisions pertain to the Hydrozone Program that is designed to reduce the cost of water rights paid upfront for customers who install a Hydrozone planting scheme and use an irrigation meter. Customers who participate in the Hydrozone Program have an established water budget and are charged a surcharge if they exceed that budget. In order to meet the water use budget, plants are grouped based on similar water use needs. **Ms. Edwards** described the six Hydrozone Program changes that are designed to help customers remain within their water budget and not accrue surcharges. Commissioners thanked **Ms. Edwards** for the presentation and expressed general support for the program.

## **ADJOURNMENT**

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

**Commissioner Jersvig adjourned the meeting at 7:56 p.m.**

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

  
Jeremy Jersvig, Planning Commission Chair

  
Jenell Cheever, Planning Commission Secretary