

**CITY OF LOVELAND
PLANNING COMMISSION MINUTES
October 23, 2017**

A meeting of the City of Loveland Planning Commission was held in the City Council Chambers on October 23, 2017 at 6:30 pm Members present: Chairman Jersvig; and Commissioners Dowding, Forrest, Roskie, Fleischer, and Hitchcock. Members absent: Commissioners McFall and Molloy. 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

Mr. Robert Paulsen, Current Planning Manager, announced that the UDC study sessions would resume on Monday, November 6th, beginning at 6:00 pm in the Development Center. November 20th, December 4th and 18th are also scheduled as study sessions.

Mr. Paulsen reported that a public hearing item is now scheduled for the November 13th regular meeting. If any Commissioner is unable to attend that meeting, please let him know so a quorum can be assured. There are currently no items scheduled for the November 27th meeting, but he does not wish to cancel it at this time. Since that is the Monday following the Thanksgiving weekend, please let him know if you are not available.

The end of the year dinner was discussed and it was agreed to schedule it on December 4th at the Development Center. Mr. Paulsen also requested a motion be made this evening to cancel the December 25th meeting.

Mr. Paulsen provided an update on the Planning Commission recruitment process. The application deadline is November 20th at 5pm. If the Commissioners or the audience knows of anyone who is interested in serving, please let them know to apply. At this time, he is unsure of the number of vacancies. If anyone is interested, they should apply. Applicants are required to be a resident of the City. An interview process is held to determine the most qualified candidates who are then nominated to the City Council for approval. Notice has been sent to our regular customers as well as graduates of the Chamber's Leadership Loveland classes. **Mr. Jersvig** noted he had seen it on Facebook as well. Mr. Paulsen indicated that would be updated after November 7th.

CITY ATTORNEY'S OFFICE UPDATES

Moses Garcia, Assistant City Attorney, had nothing to report.

COMMITTEE REPORTS

Commissioner Forrest reported that a Zoning Board of Adjustment hearing is scheduled for November 13th at the Development Center.

Commissioner Roskie reported that the Title 18 Committee will resume weekly meetings in November and probably December to continue to work on the Unified Development Code.

COMMISSIONER COMMENTS

Commissioner Forrest reported that she will not be reapplying for her position on the Commission. She appreciates the time she has spent here but needs to focus elsewhere.

Commissioner Dowding made a motion to cancel the Loveland Planning Commission meeting scheduled for December 25, 2017; upon a second from Commissioner Fleischer, the motion was unanimously approved.

APPROVAL OF THE MINUTES

Commissioner Dowding made a motion to approve the October 9, 2017 minutes; upon a second from Commissioner Roskie, the minutes were unanimously approved.

CONSENT AGENDA

There were no items on the Consent Agenda

REGULAR AGENDA

1. Pfeiff Annexation and Millennium GDP Amendment

Noreen Smyth, Senior Planner, noted that this a public hearing on the application for annexation, zoning and amendment to the Millennium General Development Plan (GDP). The Commission's role is to make recommendations to the City Council on the two associated components of this request. The applicant's request is to annex the 31.8 acre triangular-shaped Lot 1 of the Pfeiff Minor Land Development, also known as a portion of Pfeiff Farm, and include it within the boundaries of the Millennium Planned Unit Development, with its future development subject to the standards of Parcel D as described in the Millennium General Development Plan (GDP). A new subparcel designation, D10, is proposed to be added to the GDP for the annexed land. No specific developments are proposed for the land at this time. However, the requested zoning would allow residential uses, light commercial uses, parks and open space uses, and institutional/civic/public uses as a use by right per the GDP amendment. Certain other minor text changes that update the GDP are also included with the amendment.

Prior to any development occurring on the land, further development applications will need to be submitted for administrative review, including subdivision plats, site development plans, and building permits. Staff supports the requested annexation and GDP amendment.

At the neighborhood meeting, concerns were voiced about increased traffic, which will be considered in detail with the future required development applications for the property. Questions were asked about the uses that may develop on the property, but no specific concerns were voiced about the annexation or the GDP amendment.

Ms. Smyth noted that the rezone is from E to HD residential. This fits into the Future Land Use Plan and the staff supports it. The amendment to the General Development Plan aligns with the Comprehensive Plan. The applicant is proposing single family and other residential uses and light commercial. She noted that up to 40% of the units could be single family with the remainder at higher density in order to support a mix of housing types. The annexation meets all our standards for annexation and is within the Intergovernmental Agreement (IGA). She also noted that the stormwater condition listed Section IX of the staff report has already been met.

COMMISSIONER QUESTIONS AND COMMENTS:

- **Commissioner Fleischer** questioned, in regard to access points shown of map 2 of 10, how this access related to the access to the Sports Park. Ms. Smyth responded that there is no decision as to the location of the access. What is shown is conceptual and access will be determined at the time a detailed development plan is submitted.

Ms. Smyth introduced **Ms. Kim Perry** with PFLVD, LLC (McWhinney), who gave a brief presentation on this request for annexation, rezone and amendment to Millennium GDP. This is being done for consistency within the GDP. She noted that there are no current development plans for the parcel and the farming operation there now will continue. Once the annexation is complete, they will do a study on the best residential design for the property. The property has not yet been marketed.

CITIZEN COMMENTS:

Commissioner Jersvig opened the public hearing at 6:58 p.m.

- **Roger Hartman**, Loveland resident, commented regarding the “up to 40%” single family housing provision. He expressed concern that that could mean 0% single family housing would be allowed and wanted to know the intent of that.
- **Frank Kauffman**, Loveland resident, expressed concern with the added traffic. He is concerned about development that does not take care of the traffic.

Commissioner Jersvig closed the public hearing at 7:03 p.m.

COMMISSIONER COMMENTS:

- Commissioner Jersvig asked **Randy Maizland**, Transportation Development Review, to address the traffic issue. Mr. Maizland indicated that with a GDP amendment and annexation, a traffic study is not required. However, a master level traffic study was completed for this annexation and it shows the development will meet the city of

Loveland standards for this classification of roadway. When a site development plan application is submitted for this subdivision, a complete traffic impact study will be conducted that will analyze the access points and show the full impacts of the traffic. Currently, the impact of this development to the intersection at Eisenhower Boulevard is less than 2% of the existing volume.

- **Commissioner Dowding** asked Mr. Maizland if all the improvements to the intersection of Boyd Lake Avenue and Eisenhower have been completed.
Mr. Maizland indicated that roundabouts are planned at the Boyd Lake Avenue intersection with Mountain Lion Drive and also at 15th Street. There is a plan for Boyd Lake Avenue to be expanded to four lanes. He noted that the access to this development would probably line up with the sports park access. A right in/right out access may also be provided. In response to **Commissioner Jersvig**'s question about a stop light at the sports park, Mr. Maizland suggested a roundabout would probably be used instead of a stop light.
- **Commissioner Hitchcock** expressed concern about the 2% impact on Hwy 34. When traffic is at a standstill that 2% could be significant. Mr. Maizland noted that the traffic study at the time of development would look at that impact.
- **Commissioner Jersvig** asked Ms. Perry to address what the intent of up to 40% of single family housing was. She said that provision was a staff requirement to assure that the development contained multi-family units as well as single family. Ms. Smyth commented that by setting a maximum on the number of single family units, they could be assured that the area would have a variety of housing types. The applicant wanted to have some flexibility to provide what the market demands at the time of development of this parcel.
- **Commissioner Forrest** asked what opportunity for participation the public would have when the development plan for the subdivision is submitted. Ms. Smyth indicated that future development would be a use by right so no public meeting is required; however, the public may comment to the staff.

Commissioner Dowding moved to (1) make the findings listed in Section VIII of the Planning Commission staff report dated October 23, 2017; and, based on those findings, recommend that City Council approve the Pfeiff Addition, subject to the conditions listed in Section IX, as amended on the record, and zone the addition to Millennium Planned Unit Development; and (2) move to make the findings listed in Section VIII of the Planning Commission staff report dated October 23, 2017 and, based on those findings, recommend that City Council approve the Millennium PUD General Development Plan Amendment subject to the conditions listed in Section IX, as amended on the record. Following a second by Commissioner Roskie, the motion was unanimously approved.

2. Centerra Parcel 222 Rezoning and Millennium GDP Amendment

Ms. Noreen Smyth, Senior Planner, indicated that this rezoning and amendment is a public hearing for the purpose of considering the following: 1) a rezoning of 4.6 acres from the Millennium Planned Unit Development to the I Industrial District; 2) rezoning of a 9.3 acre parcel and a 5.3 acre parcel from I Industrial to Millennium Planned Unit Development; and 3) amending the Millennium General Development Plan (GDP) to reflect these boundary changes and to

provide minor updates to the text of the GDP. The subject parcels are located east of N. Boyd Lake Ave, west of Rocky Mountain Ave, and north of E. 37th Street, in an area known as Centerra Parcel 222. The application's proposal is to correct existing split zoning and accommodate future industrial development. These requested zoning changes would have little impact on the allowable land uses available on the respective parcels. The Applicant is Centerra Properties West, LLC. Staff is supporting this request. The Commission's role is to make a recommendation on the applications to City Council for final action.

Ms. Kim Perry with Centerra West Properties informed the Commissioners that this rezoning and amendment is to fit together the zoning and the boundaries of these parcels. The land was zoned years ago to attract a large industrial user and that did not happen. There is now much interest in the area and this proposal is to assure lot and track lines align. All existing standards for the Millennium GDP will apply. She went on to illustrate the existing development and roadways and those proposed.

COMMISSIONER QUESTIONS AND COMMENTS:

- **Commissioner Jersvig** asked if the proposed roundabouts would be large enough to accommodate the trucks that will travel the area. **Ms. Perry** indicated that was a lesson learned on previous roundabouts and these will be larger to accommodate trucks.

CITIZEN COMMENTS:

Commissioner Jersvig opened the public hearing at 7:27 p.m.

There were no public comments.

Commissioner Jersvig closed the public hearing at 7:27 p.m.

Commissioner Dowding moved to (1) make the findings listed in Section IX(1) of the Planning Commission staff report dated October 23, 2017; and, based on those findings, recommend that City Council approve the rezoning of the subject area from Millennium PUD to I Industrial, subject to the conditions listed in Section X, as amended on the record; and (2) moved to make the findings listed in Section IX(2) of the Planning Commission staff report dated October 23, 2017; and, based on those findings, recommend that City Council approve the rezoning of the subject areas from I Industrial to Millennium PUD, subject to the conditions listed in Section X, as amended on the record; and (3) Moved to make the findings listed in Section IX(3) of the Planning Commission staff report dated October 23, 2017; and, based on those findings, recommend that City Council approve the Millennium General Development Plan Amendment, subject to the conditions listed in Section X, as amended on the record. Commissioner Roskie seconded the motion which was unanimously carried.

Commissioner Jersvig called for a recess at 7:30 p.m.

Commissioner Jersvig called the meeting to order at 7:40 p.m.

3. Foundry Hotel

Mr. Troy Bliss, Senior Planner with the Current Planning office, presented the Foundry Hotel as a public hearing to consider the second phase of development approval for The Foundry project. A Site Development Plan (SDP) for a 63,000 square foot hotel has been submitted for review by the Planning Commission along with an associated request for vacation of Right-of-Way for a 988 square foot portion of East Second Street. The proposed four-story hotel site is approximately 0.8 acres and located at the southwest portion of The Foundry project site, between Lincoln Avenue and Cleveland Avenue, and between Second and First Streets. The role of the Planning Commission is to review the Site Development Plan for conformance with downtown BE Zoning District standards. Barring appeal, the Planning Commission has final authority on the SDP. The Commission's role on the Right-of-Way vacation request is to make a recommendation to the City Council. Staff is supporting approval of both the SDP and the vacation.

The applicant is Brinkman Partners, represented by Todd Parker. **Mr. Bliss** discussed the public outreach with this project, including Night on the Town events; press releases, the city's website, newsletter, and Facebook. The parking analysis and traffic impact studies are the same data as presented at the Foundry meeting in March. The Commission is to determine if the site development plan conforms to Codes, meets the goals of the Downtown Master Plan, is compatible with surrounding properties, and that infrastructure is adequate. The vacation of right-of way proposal must be appropriate to the proposed use and configuration of the lot; comply with the Municipal Code, and, that the portion of the street to be vacated would continue to afford public use of the street.

Mr. Bliss noted that with the Foundry project as a whole, the expectations going forward are to see some development plans for the theatre in the first quarter of 2018. Information on the facing of the parking garage and an amenity package regarding site furnishings are forthcoming.

Mr. Bliss introduced the applicant, **Mr. Todd Parker** with Brinkman Partners, who said this project is an embodiment of many things important to Loveland. It supports not only the culture and heritage of downtown but the artist community as well. While the franchise agreement is not finalized yet, the hotel will be a Marriott product with a room count of 102. He briefly discussed the amenities and design of the hotel. He stated that to bring the first real hotel to downtown Loveland is exciting to us.

Mr. Roger Sherman with BHA Design (Landscape Architecture), expressed that this has been a collaborative effort with the City staff. He discussed how the design focused on encouraging pedestrian traffic into the paseo and on to downtown and outlined the amenities incorporated into the streetscape for the hotel.

Mr. Eduardo Illanes, Oz Architecture, presented the thoughts behind the design elements and use of colors on the building and how placement of certain elements of the building are to provide an entrance to the city and becomes the living room for downtown. The design reflects the Foundry and the building creates an anvil-like appearance that compliments the rest of the buildings in the development. The lighting is designed to provide illumination where needed but not over-illuminate along the residential areas.

COMMISSIONER QUESTIONS AND COMMENTS:

- **Commissioner Hitchcock** asked Mr. Bliss if the vacation requested for 2nd Street is approved, will two cars still be able to pass on the street? **Mr. Bliss** answered affirmatively.
- **Commissioner Jersvig** asked if the ground level facing on the garage remains the same. That also brought an affirmative response from **Mr. Bliss**. He did note that some art may be incorporated on the upper tiers of the garage.
- **Commissioner Jersvig** questioned **Mr. Parker** about naming the hotel simply “The Foundry Hotel.” **Mr. Parker** indicated that there is merit to be associated with the Marriot brand but the name was still under discussion.
- **Commissioner Fleischer** inquired if a realignment on Lincoln Avenue at the south of the development would be needed because of the flare illustrated there and was told that the widening of the sidewalk would cause a slight realignment.
- **Commissioner Jersvig** commented that he was concerned about the grayness of the building but now understood the reason for that design. He asked if the interior would be warmer, less industrial. **Mr. Illanes** explained that the plan was for an interior that was unique to this hotel but the interior design had not be finalized with the hotel operator.
- **Commissioner Jersvig** also expressed concern about the hotel having only two meeting rooms. He had hoped for some large event space in the building. **Mr. Parker** explained that a study was undertaken with City staff and the Economic Development group to size the meeting space and the results indicated the most common need was for spacing for occupancy of 25 or less. This space can accommodate up to 100 or divided to accommodate smaller groups.
- **Commissioner Forrest** questioned if the staging space for the fire department was adequate to cover the entire width of the building. **Ms. Ingrid McMillan-Ernst**, Community Safety, came forward and illustrated the fire safety plans for the building.

CITIZEN COMMENTS:

Commissioner Jersvig opened the public hearing at 8:43 p.m.

There were no public comments.

Commissioner Jersvig closed the public hearing at 8:43 p.m.

COMMISSIONER COMMENTS:

- **Commissioner Forrest** commented that the design is great but she does notice some differences with the HIP Street plans.
- **Commissioner Dowding** echoes that there is a lot of grayness in the development. It seems like an opportunity for a little more color especially on the south side of the building.

- **Commissioner Hitchcock** asked about the plantings on the south side of the building. **Mr. Sherman** indicated those plantings are designed at differing height to create a more hospitable space for the hotel patio and help mitigate the noise from 1st Street.
- **Commissioner Jersvig** expressed that the design and landscaping does make sense to him. He likes the concept and the lighting.
- **Commissioner Forrest** had some concerns about the parking ratios for the whole complex and noted that it was less than the amount that is typically required. With the reduction in parking in the HIP Streets plan, is there adequate parking? **Mr. Bliss** noted that the standard is based on the parking ratio in the zoning code. In addition, because of the shared parking there is a reduction. This property is also in the General Improvement District which does not have a parking requirement.

Commissioner Dowding moved (1) to make the findings listed in Section VIII of the Planning Commission staff report dated October 23, 2017, and based on those findings, approve the Foundry Hotel Site Development Plan, subject to the conditions listed in Section IX, as amended on the record; and, (2) moved to make the findings listed in Section VIII of the Planning Commission staff report dated October 23, 2017 and, based on those findings, recommend that City Council approve the Loveland Eleventh Subdivision – Vacation of Public Right-of-Way, subject to the conditions listed in Section IX, as amended on the record. Commissioner Roskie seconded the motion which passed unanimously.

4. **HIP Streets Modernization Plan**

Mr. David Eisenbraun began this presentation by noting that this is a public hearing to consider an addendum to the 2009 HIP (Heart Improvement Program) Streets Master Plan. The original plan was designed to guide pedestrian and street network improvements in the downtown core. The modernization effort updates the materials, graphics, and parking configurations specified in the 2009 Plan, providing a thematic approach consistent with recent downtown projects including The Foundry. The Plan area includes 19 blocks within the Loveland Downtown core. The Commission's role is to provide a recommendation to the City Council on the updated Plan; this item is scheduled for Council consideration on December 5th. The applicant is the City of Loveland and Stanley Consultants, Inc.

Mr. Eisenbraun reviewed the original plan and noted that the downtown redevelopment and revitalization created a need for a new look at this plan for modernization and to move to a more realistic plan for implementation and maintenance. Stanley Consultants was contracted to help with this update. Public outreach and a City Hall survey with over 200 responses aided in the development of this update. More formal recommendations from the DDA and LDP and a study session with City Council have helped moved this plan forward. Work is progressing towards another parking study for the entire downtown area.

Randy Duvand presented that the goal of this plan is good economic development, to create safety for pedestrians and bicyclists, provide an environment for art works and also to slow traffic. The plan will be implemented over several years and will become an extension of the Foundry, drawing people to look at other places to shop, stroll, and eat.

The redesign reduces costs by prioritizing levels of finish from one block to another with 4th Street as the heart of downtown. One thing heard a lot was a desire for more outside café dining and display space. ADA requirements with clear zones were also incorporated. Parallel parking will be implemented to achieve added depth on all the sidewalks. A 26 foot wide roadway is a requirement. He showed a cross section of the street to illustrate the street design with the walkways/clear zones, fixtures, parallel parking and travel lanes with a four foot stripped strip in the middle of the road. This strip and the narrower lanes cause drivers to slow down. The travel lanes are eleven foot lanes in each direction. Bicyclists would use the travel lanes. He also explained the proposed materials and other design elements. The next steps will require engineering and surveying.

COMMISSIONER QUESTIONS AND COMMENTS:

- **Commissioner Dowding** asked how many parking spaces would be eliminated with the implementation of this plan. **Mr. Duvand** indicated about 170 out of 500, so about one-third.
- **Commissioner Hitchcock** asked how business owners felt about that reduction and he was informed that business owners were supportive as it created more sidewalk space in front of their business for café seating or sidewalk displays.
- **Commissioner Fleischman** commented that brick inlay is destroyed by snow removal. He also inquired about the placement of the periodic tan bands. Did that relate to door openings? **Mr. Duvand** explained that there was not a survey to provide that information so equal spacing was used. The spacing was set up to mark tree plantings and bench placement.
- **Commissioner Roskie** asked about the absence of bike lanes and was informed that there was not sufficient street width to designate a separate bike lane. She stated the lack of bike lanes was her one concern with the plan but would support it.

CITIZEN COMMENTS:

Commissioner Jersvig opened the public hearing at 9:35 p.m.

There were no public comments.

Commissioner Jersvig closed the public hearing at 9:35 p.m.

COMMISSIONER COMMENTS:

- **Commissioner Forrest** commented that perhaps the drop-off area for the Rialto Theatre be raised like the drop off area for the Foundry Hotel. **Mr. Duvand** indicated that could be implemented in the design phase if needed. She is also concerned about bicycles and cars sharing a narrower travel lane and would rather take a bit of width from businesses to allow for better traffic flow.
- **Commissioner Dowding** had concerns with handicap issues and asked if there would be designated handicap parking on each side of the street in each block. The response was that this is an ongoing issue with parallel parking. A ratio designates how many spaces

are needed in a designated area. A parking study was not part of this project and that will be addressed when that study is funded. Public parking lots could provide those spaces.

- **Commissioner Dowding** also expressed concern that the change in materials along the walks as illustrated in this design can be a barrier to people in wheelchairs and walkers. She hopes that in the next phase these differing material can be eliminated from the clear zones.
- **Commissioner Hitchcock** also expressed concern that a bike lane is not included. One should be established even if the width comes from the expanded sidewalk.
- **Commissioner Jersvig** asked if the plan had been reviewed by the Transportation Advisory Board and it had not. He would encourage a slower speed limit. He also encouraged that the design of bike racks and benches be kept very simple. He suggested that racks and benches could be purchased by local businesses and then be customized to the business. Businesses would pay for the initial cost and perhaps commission a local artist to create. The city would then provide the maintenance.

Mr. Eisenbraun explained that with maintenance being a big issue, they are working with the Parks and Recreation Department to maintain the trees and other amenities. The DDA is also involved as they would be able to issue debt depending on the election outcome. There is money in the 2018 budget to do some infrastructure assessments. All this would impact the implementation of the project.

Commissioner Dowding Moved to approve the HIP Streets Modernization Plan as an update and addendum to the 2009 Heart Improvement Program Streets Master Plan and to recommend adoption of the HIP Streets Modernization Plan by City Council, as amended on the record. The motion was seconded by Commissioner Roskie and unanimously approved.

ADJOURNMENT

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

Commissioner Jersvig adjourned the meeting at 9:57 p.m.

Approved by:



Jeremy Jersvig, Planning Commission Chair



Linda Bersch, Interim Planning Commission Secretary.