



City of Loveland

**LOVELAND PLANNING COMMISSION MEETING
AGENDA**

**Monday, September 24, 2018
500 E. 3rd Street – Council Chambers
Loveland, CO 80537
6:30 PM**

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“La Ciudad de Loveland está comprometida a proporcionar igualdad de oportunidades para los servicios, programas y actividades y no discriminar en base a discapacidad, raza, edad, color, origen nacional, religión, orientación sexual o género. Para más información sobre la no discriminación o para asistencia en traducción, favor contacte al Coordinador Título VI de la Ciudad al TitleSix@cityofloveland.org o al 970-962-2372. La Ciudad realizará las acomodaciones razonables para los ciudadanos de acuerdo con la Ley de Discapacidades para americanos (ADA). Para más información sobre ADA o acomodaciones, favor contacte al Coordinador de ADA de la Ciudad en ADACoordinator@cityofloveland.org.”

LOVELAND PLANNING COMMISSIONERS: Carol Dowding (Chair), Pat McFall (Vice Chair), Rob Molloy, Jeff Fleischer, Tim Hitchcock, Michael Bears, David Hammond, and Milo Hovland.

CALL TO ORDER

I. PLEDGE OF ALLEGIANCE

II. REPORTS:

a. Citizen Reports

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

b. Current Planning Updates

1. Monday, October 08, 2018 – Regular Meeting Agenda Preview

i. Change to Municipal Code – Tentative - PH

2. Hot Topics: Boards & Commissions Recruitment Period: Oct 1 - Nov 2

c. City Attorney's Office Updates:

d. Committee Reports

e. Commission Comments

III. APPROVAL OF MINUTES

Review and approval of the September 10, 2018 Meeting minutes

IV. 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 requested to be 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.

- Does anyone in the audience wish to remove an item from the Consent Agenda?
- Does any staff member wish to remove an item from the Consent Agenda?
- Does any Commissioner wish to add any item from the Regular Agenda to the Consent Agenda or remove an item from the Consent Agenda?

V. REGULAR AGENDA:

1. BE Rezonings – Public Hearing

This is a public hearing to consider five City-sponsored re-zoning requests. Each of the properties identified for rezoning is currently zoned BE - Established Business District. While the BE zone is associated with the downtown area, there are three areas outside of the downtown boundaries that were assigned BE zoning many years ago. With the pending adoption of the Unified Development Code (UDC), the BE-District is being relabeled the DT - Downtown District--giving the downtown a focused zoning designation intended to guide development. With this change, it is now appropriate to rezone these outlying BE-zoned sites to fit better within the surrounding zoning and development context. The following is a description of the properties identified for rezoning:

West Eisenhower Properties

1. Sprenger-Sycamore Additions: rezoning approx. 10.16 acres from BE to B - Developing Business District
2. Lot 12 Sycamore Addition: rezoning a 1.38-acre split-zoned lot from BE and R1e to B - Developing Business District

Properties west of Downtown

3. Aldon-Burkhard Additions: rezoning approx. 1.44 acres from BE to R3e - Established High-density Residential District
4. Aldon-Stoner Additions: rezoning approx. 0.68 acres from BE to R1e - Established Low-density Residential District

East First Street Properties

5. East First Street Addition: rezoning approx. 3.15 acres from BE to B - Developing Business District

In pursuing the rezoning of the properties identified above, the Current Planning office has made numerous efforts to contact and inform directly-affected property owners and property owners within the surrounding areas. All directly affected property owners have been informed by mail and were invited to attend informational sessions with staff. In addition, separate neighborhood meetings were conducted for the three areas, with rezoning sites clearly posted and letters of notice provided as required to area property owners.. Mailed, posted and newspaper notices were also provided, as required by Code, in advance of the Planning Commission hearing.

The role of the Planning Commission is to conduct a public hearing and make recommendations to the City Council on each of the five rezoning requests. The City Council is scheduled to hear the requests on October 16, 2018.

VI. ADJOURNMENT

SUPPLEMENTARY INFORMATION

Public Hearing Procedures

The purpose of a public hearing is for the Planning Commission (PC as used below) to obtain full information as to the matter under consideration. This includes giving all interested parties the opportunity to speak (provide testimony) at the hearing.

The public hearing is a formal process. Below is the typical hearing sequence to be followed by the Planning Commission.

Annotations have been provided for clarity.

1. **Agenda item is recognized by the Chair**
2. **Public hearing is opened**
3. **Staff presentation***
(May include clarifying questions to staff from Commissioners)
4. **Applicant presentation***
(May include clarifying questions to applicant from Commissioners)
5. **Public comment***
(All public comment should be made from the podium upon the PC Chair acknowledging the citizen speaking. Citizens should provide their name and mailing address in writing at the podium, and introduce themselves. The PC may ask clarifying questions of the citizens. At a public hearing, the PC does not respond to questions from citizens; questions directed to the applicant or staff should be requested through the Chair.)
6. **Applicant response**
(The Chair typically requests that applicants respond to comments and questions raised during public comment)
7. **PC questions to staff, the applicant and possibly to citizens who presented**
(Commissioners may use this step in the process to gain a more detailed understanding of relevant information)
8. **Close public hearing**
(Unless specifically permitted by the Chair, further testimony is not allowed after the public hearing is closed)
9. **Motion**
(Motions are made by a PC member with possible conditions)
10. **Motion is seconded**
(A 2nd is required before the motion can be considered; a motion that fails to obtain a second dies)
11. **PC discussion**
(The PC discusses the application and whether it satisfies the required findings)
12. **PC Chair requests that the applicant agree to any conditions prior to a vote**
(If an applicant does not accept the proposed conditions, the PC may deny the application)
13. **Vote**
(The decisions of the PC must address relevant findings of fact. These findings are specified in adopted plans and codes, and serve to guide zoning and annexation decisions. Relevant findings are itemized in the Staff Report and referred to in the recommended motion.)

* Note that the Planning Commission may place time limits on presenters. All presenters should communicate clearly and concisely, refraining from duplicating detailed information that has been provided by others.

Privacy: Citizens who present to the Commission or provide written materials for Commission review should understand that information provided like email addresses, phone numbers and personal addresses will become part of the public record. Such information may be posted on the City's web site or otherwise made available to the public unless a written request for privacy is provided to the Planning Commission Secretary.