



City of Loveland

LOVELAND PLANNING COMMISSION MEETING

AGENDA

Monday, June 10, 2019

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: Patrick McFall (Chair), Michael Bears, Jeff Fleischer, Rob Molloy, David Hammond, Milo Hovland, Susan Peterson, and Deborah Tygesen.

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. Kerri Burchett is providing staff support this evening

2. Commissioner Tim Hitchcock has resigned following his appointment to the Human Services Commission

3. Monday, June 24, 2019 Agenda Preview

i. No items on the agenda--motion is requested to cancel this meeting

4. Monday, July 8, 2019 Agenda Preview

i. Taft Rezoning – Emily Tarantini

ii. Wireless Telecommunications & UDC Amendments

- c. **City Attorney's Office Updates**
- d. **Committee Reports**
- e. **Commission Comments**

III. APPROVAL OF MINUTES

Review and approval of the May 13, 2019 meeting minutes

IV. REGULAR AGENDA

1. Camp Bow Wow – Conditional Use - Public Hearing

This is a public hearing for a Conditional Use application. The applicant is proposing the establishment of a 6,000 square foot dog daycare facility at 1227 Des Moines Avenue. The property is zoned I - Developing Industrial, and is developed with a building and associated parking and landscaping. The dog daycare use requires Conditional Use approval from the Planning Commission to operate at this location.

Previously, the site/building had been used by Tharp Cabinets as part of their collection of buildings along N. Denver Avenue and Des Moines Avenue. (Tharp Cabinets has recently relocated to 380 W. 37th Street.)

The proposed dog daycare facility would be known as Camp Bow Wow. Camp Bow Wow is a franchise that operates all over North America with nearby locations in Fort Collins and Longmont. The daycare owner, Kelly Hess, intends to lease the building and use it generally as-is, with the exception of some interior building improvements. Limited site improvements are also proposed, including the addition of more parking along the north side of the site, the installation of an attached sidewalk along the Des Moines Avenue frontage, and the development of a 1,100 square foot outdoor play area with catch pen at the back of the building. Staff believes that the use as proposed is compatible with surrounding uses and supports the applicant's request.

The role of the Planning Commission's is to conduct a public hearing and make a decision on the Conditional Use application based on whether the proposal meets the required findings. Barring appeal, the Planning Commission's decision is final.

2. Mehaffey Enclave Annexation & Zoning – Public Hearing

This is a public hearing to consider annexation and the establishment of zoning for a 42.7-acre property located in Northwest Loveland. The site is located along the south side of W. 29th Street and the west side of N. Wilson Avenue. The property is the remaining portion of the Mehaffey Farm. The City of Loveland Parks and Recreation Department is the applicant and has been working in cooperation with the property owner, Raymond Mehaffey, on the annexation and zoning application.

The property is currently zoned FA-Farming under Larimer County's jurisdiction. The proposed zoning arrangement is to zone the eastern portion of the site (23.7 acres) DR-Developing Resource which will allow the Mehaffey family to continue farming operations for the foreseeable future. Future development would require a zone change. The western portion of the site (18.9 acres) is proposed to be zoned PP-Public Park. The Parks and Recreation Department has arranged to purchase this westerly portion of the property for possible future integration into the adjacent Mehaffey Park complex. However, there are no definite plans for the use of this area at the present time.

While this application has generated interest among nearby residential neighbors, Planning Division staff believes that key issues have been resolved. The City's development review team (DRT) finds that the application is consistent with state statutes and with applicable City policies and regulations, and therefore supports the application.

The Planning Commission's role is to conduct a public hearing and forward a recommendation to the City Council on both the annexation and zoning application.

3. 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.