



AGENDA

Planning Commission Meeting

6:30 PM - June 8, 2020

Zoom Conference

Opportunity for Remote Participation

Email Option: Members of the public may provide public comment or comment on a specific agenda item by sending an email to Lisa.Rye@cityofloveland.org. Emails must be received by 3:00 p.m. on June 8, 2020. If requested by the sender, staff will read the email into the record during public comment or public comment for an agenda item.

Phone Option: Members of the public who wish to provide public comment during the public comment portion or during a specific agenda item may call the number below after 6:15 pm, at which time they will be muted and placed on hold.

To participate, dial the following phone number: 1-669-900-6833

When prompted, enter the following meeting ID, followed by the "#" sign: 915 3181 0477

Press "#" when asked for the participant ID.

To speak to an agenda item when public comment is called for, please press *9 on your phone and wait for the moderator.

The hearing will be livestreamed at <https://loveland.viebit.com> or on Channel 16.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. REPORTS

A. **Citizen Reports**

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

B. **Current Planning Updates**

C. **City Attorney's Office Updates**

D. **Committee Reports**

E. **Commission Comments**

IV. APPROVAL OF MINUTES

A. Review and approval of the March 9, 2020 meeting minutes

[030920 PC Minutes to Sign](#)

V. REGULAR AGENDA

1. **Guide to Downtown Design Standards - Presenter: Senior Planner Troy Bliss**

A brief presentation regarding the completion of this document will be provided. No action by the Planning Commission is required.

2. **Affordable Housing Program Amendments to the Unified Development Code - Presenter: Alison Hade, Community Partnership Administrator**

The Community Partnership office is requesting the Planning Commission's review and recommendation regarding proposed amendments to Section 18.16.05.07(D) of Title 18 of the Loveland Municipal Code. The proposed amendment modifies affordable housing deed restrictions when federal Community Development Grants are used. The deed restrictions prohibit the sale of such properties in a manner inconsistent with the purposes of CDBG program. The proposed code amendments would tie the duration of deed restrictions to the amount of the grant funds used, effectively shortening the restriction duration on smaller projects. The intent is to promote additional affordable housing projects. The Commission's role is to conduct a public hearing and forward a recommendation to the City Council for final action.

[CDBG Code Staff Memo PC](#)

[Att 1 UDC Redline 5 28 2020](#)

[ORD Affordable Housing Title 18 Revision UDC CDBG Duration](#)

[5.28.20 jr + lrs](#)

[PPT CDBG Code Change](#)

3. **Amendments to the Unified Development Code - Presenter: Principal Planner Kerri Burchett**

A collection of amendments to Title 18 of the Loveland Municipal Code have been compiled by Current Planning staff following a series of recent study sessions with the Planning Commission at which the amendments were presented and discussed in detail. The amendments to the Unified Development Code (UDC), which was effective in January of 2019, focus on code sections that have been problematic to both staff and customers. The amendments are intended to accomplish the following:

- Resolve conflicting and difficult to interpret provisions
- Update sections of the code to comply with recent changes to state legislation
- Restore provisions from the previous zoning code that were inadvertently omitted from the UDC
- Correct inconsistencies with other portions of the Municipal Code
- The overall goal of the amendments is to further streamline the

development review process.

The package of amendments is consistent with direction provided by the Planning Commission in the recent series of study session. The Commission's role is to conduct a public hearing and forward a recommendation to the City Council for final action.

[PC Staff Report](#)

[Attachment 1](#)

[Attachment 2](#)

[Attachment 3](#)

VI. ADJOURN TO STUDY SESSION

STUDY SESSION:

1. Review of the revised Nuisance Abatement Ordinance

Following the May 18, 2020 Planning Commission study session, the proposed Nuisance Abatement Ordinance was adjusted to reflect the direction of the Planning Commission on several code provisions. At the study session, staff will review these adjustments and discuss any further adjustments the Planning Commission would like to make prior to the scheduled June 22, 2020 Planning Commission public hearing.

[Memo to PC 6-8-20. BP](#)

[ORD_Nuisance Abatement Redline \(05-26-2020\) lrs](#)

Notice of Non-Discrimination

It is the policy of the City of Loveland to provide equal services, programs and activities without regard to race, color, national origin, creed, religion, sex, sexual orientation, disability, or age and without regard to the exercise of rights guaranteed by state or federal law. It is the policy of the City of Loveland to provide language access services at no charge to populations of persons with limited English proficiency (LEP) and persons with a disability who are served by the City.

For more information on non-discrimination or for translation assistance, please contact the City's Title VI Coordinator at TitleSix@cityofloveland.org or 970-962-2372. The City will make reasonable accommodations for citizens in accordance with the Americans with Disabilities Act (ADA). For more information on ADA or accommodations, please contact the City's ADA Coordinator at ADACoordinator@cityofloveland.org or 970-962-3319.

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Title VI and ADA Grievance Policy and Procedures can be located on the City of Loveland website at: cityofloveland.org
Password to the public wireless network (colguest) is accesswif

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 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

(Citizens should provide their name and mailing address in writing if submitting via email, or verbally if phoning in their comment. 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 criteria as found in adopted City policies and ordinances)

12. PC Chair request that the applicant agrees to any conditions prior to a vote

(When preparing to vote on a motion for approval, the PC Chair will ask if the applicant is willing to accept the proposed conditions. If the applicant is not, the PC may deny the application)

13. Vote

(The decisions of the PC must address relevant findings of fact. These findings respond to criteria specified in adopted plans and codes, and service to guide zoning, annexation and other land use decisions. Relevant criteria and 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.