

**CITY OF LOVELAND
PLANNING COMMISSION MINUTES
March 8, 2010**

A meeting of the City of Loveland Planning Commission was held in the City Council Chambers of the Civic Center on March 8, 2010 at 6:30 p.m. Members present: Chairman Molloy; Commissioners Crescibene, Fancher, Krenning, Leadbetter, Middleton and Walsh. Commissioners Absent: Vice Chairman Ray and Commissioner Meyers. City Staff present: Karl Barton, Current Planning; Mike Scholl, Strategic Planning; Robert Paulsen, Current Planning Manager; Sunita Sharma, Assistant City Attorney.

These minutes are a general summary of the meeting. For more detailed information, audio and videotapes of the meeting are available for review in the Community Services office.

CITIZEN REPORTS

There were no citizen reports.

COMMISSIONER COMMENTS

Commissioner Middleton spoke of a recent webinar he had attended that was sponsored by the City of Fort Collins he stated that he information provided was very informative and thanked the city for providing them the opportunity to attend. Commissioners Crescibene and Walsh concurred with his comments.

STAFF MATTERS

Robert Paulsen, Current Planning Manager, introduced Business Development Manager Betsey Hale to the Commission.

Betsey Hale, Business Development Manager, spoke of her various responsibilities within the organization which involve assisting citizens, community groups and economic development organizations with the creation and retention of sustainable employment. She further commented that she works with the Planning Department regarding potential developments. She stated that she would welcome the opportunity to attend a future meeting to report and discuss City Councils adopted economic development policy.

Ms. Hale reported that the City Council recently made a decision to discontinue offering incentives to companies who want to move jobs from neighboring communities to Loveland.

1 **Commissioner Krenning** expressed the need to be informed of City Councils policies stating it
2 would help the Commission with certain decisions they make and stated that he would also be
3 interested in knowing what direction the City Council is taking regarding growth.

4

5 **Mr. Paulsen** gave a brief report on the findings identified by the consultant, Bob Tipton, regarding
6 the building permit review process. He spoke of issues identified by the development community
7 and clarified that the City's main goals were as follows:

- 8 • be consistent and transparent;
9 • maintain a collaborative environment;
10 • make decisions based on common sense; and
11 • measure and celebrate outcomes.

12

13 **Mr. Paulsen** further stated that overall improvements would include:

- 14 • a clear and consistent process;
15 • address issues after the second review;
16 • electronic reviews; customer feedback;
17 • technological changes (including electronic reviews);
18 • collaborative scheduling; and
19 • move the site plan review process from the building division to the planning division.

20

21 **Mr. Paulsen** stated that the team has identified the need for an applicant to be "shovel ready" after
22 the Planning Commission process is completed. He further stated that the advantages of moving the
23 site plan review process would outweigh the disadvantages and that staff did not foresee that the
24 changes would fully occur until the end of the year. He commented that he would give a more
25 complete result of the consultant's findings at a later meeting.

26

27 **Commissioner Crescibene** stated he attended the meeting with Mr. Tipton and believed that the
28 biggest issue in the process was the need to use common sense.

29

30 **Commissioner Middleton** questioned if fees were going to be raised due to the change in process.

31

32 **Mr. Paulsen** stated that he did not see a need for increased fees for the development review portion,
33 and reported that there is a fee estimator currently on the Building Divisions website.

34

35 **APPROVAL OF AGENDA**

36

37 **Commissioner Crescibene moved to approve the Agenda. Upon a second by Commissioner**
38 **Middleton, the motion passed unanimously.**

1 **APPROVAL OF MINUTES**

2

3 *Commissioner Leadbetter moved to approve the Minutes of the February 8, 2010 Planning*
4 *Commission meeting. Upon a second by Commissioner Crescibene the motion passed*
5 *unanimously.*

6

7 **REGULAR AGENDA**

8

9 **Mike Scholl, Strategic Planning Division**, gave the Commission an update on the downtown
10 strategic plan. He outlined the proposed Rialto Bridge Project reporting that the project would
11 include a retail/restaurant space on the first floor with expanded green room space on the back of
12 the first floor. He stated that the plan identifies public space at the front of the building with the
13 support of the Community Foundation on the second floor and the third floor would primarily be
14 commercial space. He stated that they are still working through the details of how it might be
15 laid out but emphasized that this project would be a core development in the downtown area.
16 He stated that the city has hired a consultant to start the analysis and conceptual planning.

17

18 **Mr. Scholl** responded to questions and stated that the City realizes the need to be respectful of
19 private property owners and reported that there is language in the scope of work to strategically
20 engage neighboring property owners in the process if they want to be involved. He stated that
21 maximizing the current assets (purchasing the property in the downtown area) gives the City a
22 better opportunity to create and establish success in the downtown.

23

24 **BE Established Business Zoning District Update**

25

26 **Karl Barton, Strategic Planning Division**, gave a background report on this item. He stated
27 that BE Zone update and the standards were intended to dovetail with the City's downtown
28 revitalization effort. He further clarified that the goal of the update was to establish standards for
29 development and redevelopment that would promote revitalization while protecting
30 neighborhoods and preserving the downtown's unique character. He spoke of the need for
31 quality infill and commented on the extensive public outreach that had been done.

32

33 **Commissioner Crescibene** commented that he felt the revitalization efforts, specifically the
34 Rialto Theatre as shown in the artist's rendering, would take away from the historic nature of
35 downtown.

36

37 **Mr. Scholl** responded to concerns regarding the artist rendering stating that it was only a
38 conceptual look. He spoke of the overall layout of the downtown and noted the lack of historic
39 buildings.

1 **Commissioner Krenning** questioned why staff believed that this attempt at revitalization would
2 succeed when it has failed in the past.

3
4 **Mr. Barton** stated that he believed that the approach this time was more strategic and all
5 encompassing. He stated that it was important to consider the long-term goal for the downtown
6 area and stated that acquiring real estate in the downtown was vital to its success. He further
7 commented on the need to have the framework in place so that when a project is submitted to the
8 City there would be an approved site that was "shovel ready" with the Municipal Code in place
9 that would support it.

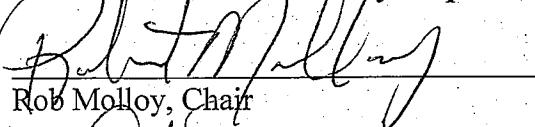
10
11 There was a brief discussion regarding the possibility for property condemnation and it was
12 stated that some of the property owners in the area may benefit from condemnation but there was
13 no definite plan for doing such. **Mr. Scholl** emphasized that the City is acquiring the real estate
14 in downtown in an effort to establish a footprint so that when a serious developer approaches the
15 city with a plan a buildable lot would be available.

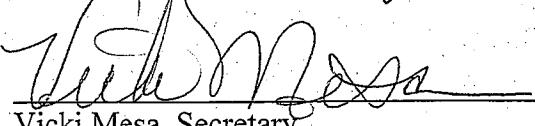
16
17 There was a brief discussion regarding the possibility that the County wanted to move their
18 offices from downtown as well as questions regarding the BE District boundaries. Staff clarified
19 that the Civic Center Campus ("the Campus") was not located within the BE District. **Mr.**
20 **Paulsen** reassured the Commission that the City is committed to keeping the Campus in its
21 current location and reported on the current redevelopment occurring at the Campus at this time.
22 He reported that one of the reasons staff felt that the revitalization efforts would be successful
23 this time is that there is political backing as well as developer interest.

24
25 **Chairman Molloy** stated that it often takes a long time to find a comfortable plan and believed
26 that staff was on the right track and urged them to stick with the plan and not change it.

27
28 **ADJOURNMENT**

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30 *Commissioner Middleton made a motion to adjourn. Upon a second by Commissioner Fancher*
31 *the motion was unanimously adopted.*

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33 
34 Rob Molloy, Chair

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36 
37 Vicki Mesa, Secretary