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**City of Loveland**  
**Development Services Department**

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**2024 Annual Report**



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Every effort has been made to ensure the information in this report is current and accurate. However, inadvertent errors may occur. The data provided herein has been sourced from Innoprise and is subject to change as additional or updated information becomes available.



# Director's Message



In late 2024, I stepped into the role of Acting Director of the Development Services Department and had the honor of being hired as Director in 2025. Before this, I served as the Current Planning Manager for the City of Loveland for over 18 years. Many great things happened in Loveland in 2024, and opportunities continue to present themselves in 2025.

The past year brought the completion of several exciting developments in Loveland. Notable projects include The Collection at 5th and Cleveland and the mixed-use development at 4th and Garfield—both featuring multi-family housing with ground-floor retail in downtown. Also in 2024, the historic downtown Feed and Grain building was transformed into affordable apartments and artist studios. In the north I-25 corridor, the Northern Colorado Airport Terminal officially opened to travelers. Nearby, the Bass Pro Shops broke ground on a 130,000-square-foot Outdoor World at I-25 and Crossroads Boulevard. Also on the east side, the Kinston residential neighborhood continued to grow, and on the northwest side of town, Hunters Run West began the infrastructure on a housing development that will provide over 450 single-family homes and townhomes.

The Development Services Department underwent several important transitions in 2024. Building staff member Theresa Campbell was appointed as the new Chief Building Official, and Troy Bliss took the Acting Current Planning Manager role, while continuing to lend his expertise to the City's multi-departmental development review team. Although we welcomed several important new team members, we continue to face staffing challenges, with several positions still vacant as shown in the organizational chart on the following page.

Staff from Current Planning, Building, Code Enforcement, and Administration actively participated in evaluating and selecting a new land management software system to enhance our development permitting and code administration processes. The system's full implementation is expected in 2026. Greater review efficiency and enhanced transparency are forthcoming with implementation.

Our Strategic Planning team made significant progress on updates to the sign code, amendments supporting affordable housing, and the incorporation of two state legislative changes related to Residential Occupancy Limits and Accessory Dwelling Units. A summary of these changes can be found on page 14 of this report.

Throughout 2024, we emphasized addressing housing needs for the “missing middle,” working with developers and community advocates. Internal collaboration across department lines helped spark new ideas and strategies to support attainable housing options, including work on residential cottages and other innovative small lot development efforts.

We look forward to building on this momentum and sharing more exciting updates in 2025.

Respectfully,

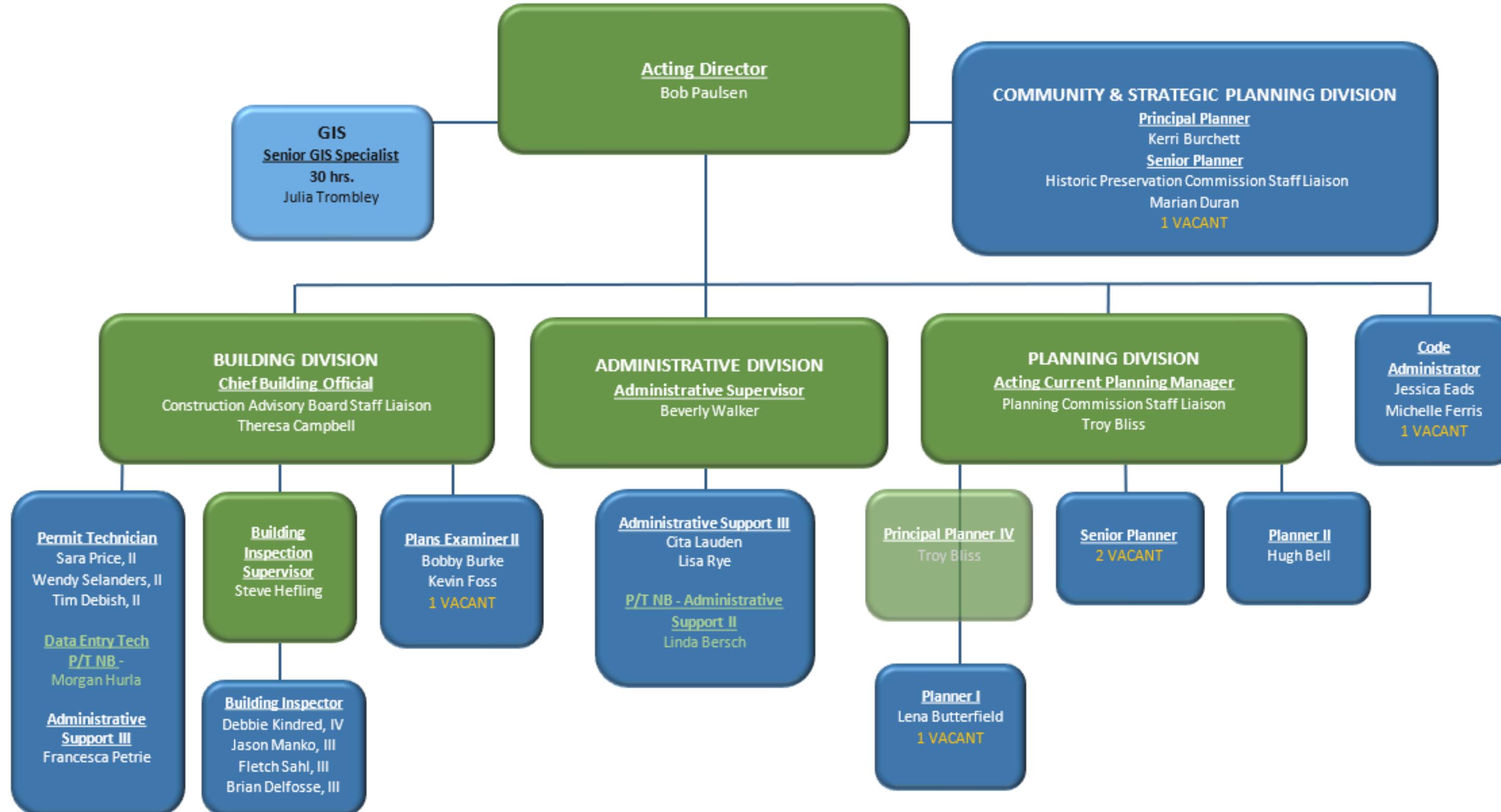
Bob Paulsen  
Director, Development Services Department



# Organizational Chart

## Development Services Department

12/31/2024



Green Boxes = Supervisory Duties  
Blue Boxes = Non-Supervisory Duties

# Administration Division



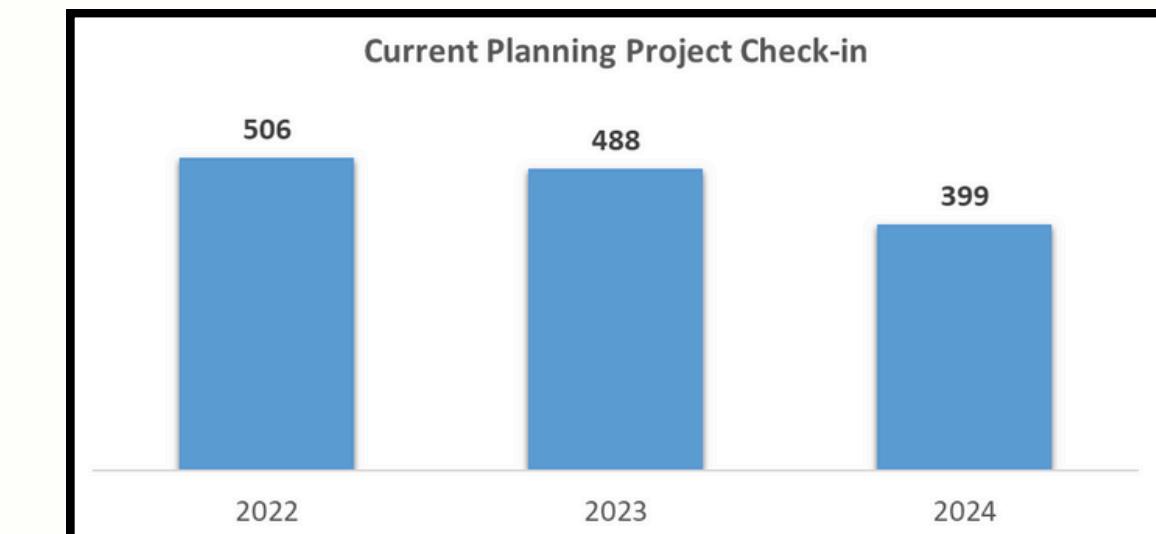
The Administration Division includes the Development Services Director, the Administrative Supervisor, the Administrative Support staff, and a Senior GIS Analyst.

The Administrative Support staff provides a wide variety of support services to the department and high-quality customer service to our patrons. They receive payments for building permits, planning applications, and landscape escrows. They also check-in hundreds of planning projects and concept reviews, including a new process for accessory dwelling unit (ADU) consultations. There were twenty-two consults in 2024 due, in part, to the change in state legislation (HB 24-1152) removing barriers to the construction of ADUs.

The support staff also serve as Secretaries to the Construction Advisory Board, the Historic Preservation Commission, and the Planning Commission.

## Current Planning Project and Concept Review Check-ins comprise of:

- New Development Projects
- Resubmittals
- Concept Reviews
- Final Documents
- Site Work Permits
- Over Lot Grading
- County/Town referrals
- Accessory Dwelling Unit Consultations (new in 2024)



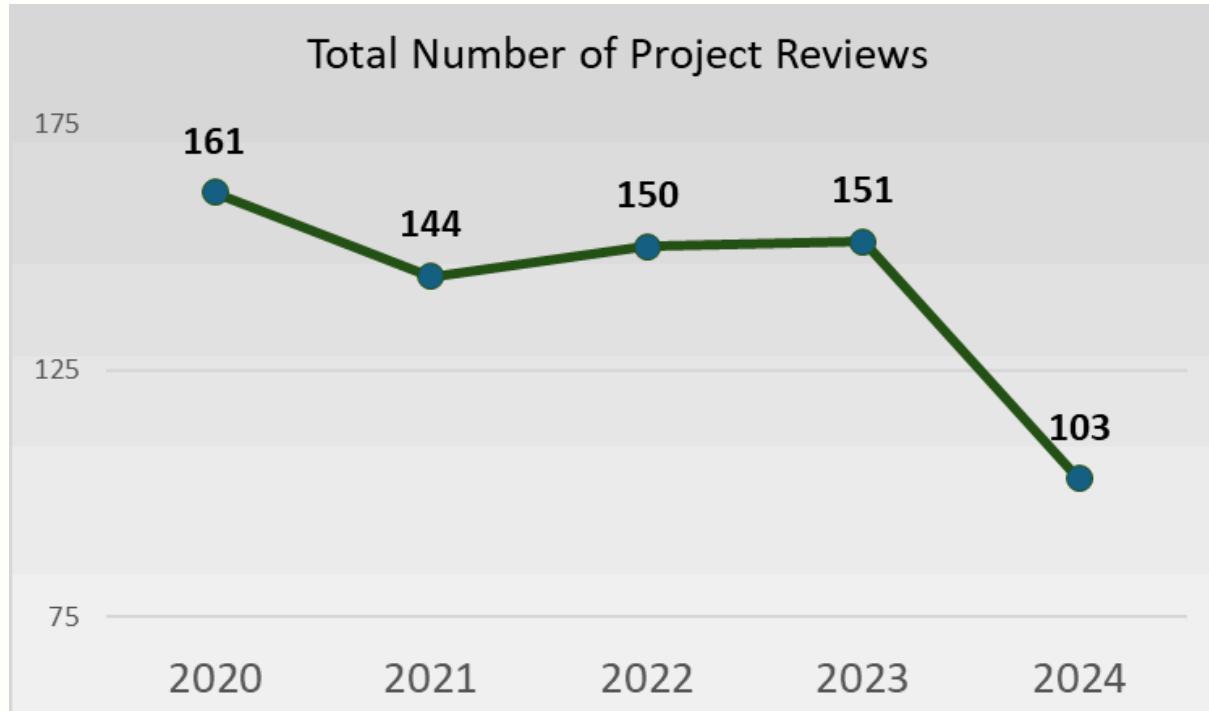
Note: The number of check-ins does not correlate with the number of project or concept reviews on the following pages. Some are unaccepted upon initial planning review due to insufficient information.

# Current Planning Division

## Development Review Projects and Efficiency

The Current Planning Division coordinates the City's development review process, working with the multi-departmental Development Review Team (DRT) on applications that include annexations, rezoning, site development plans, subdivision plats, utility design, and related development requests.

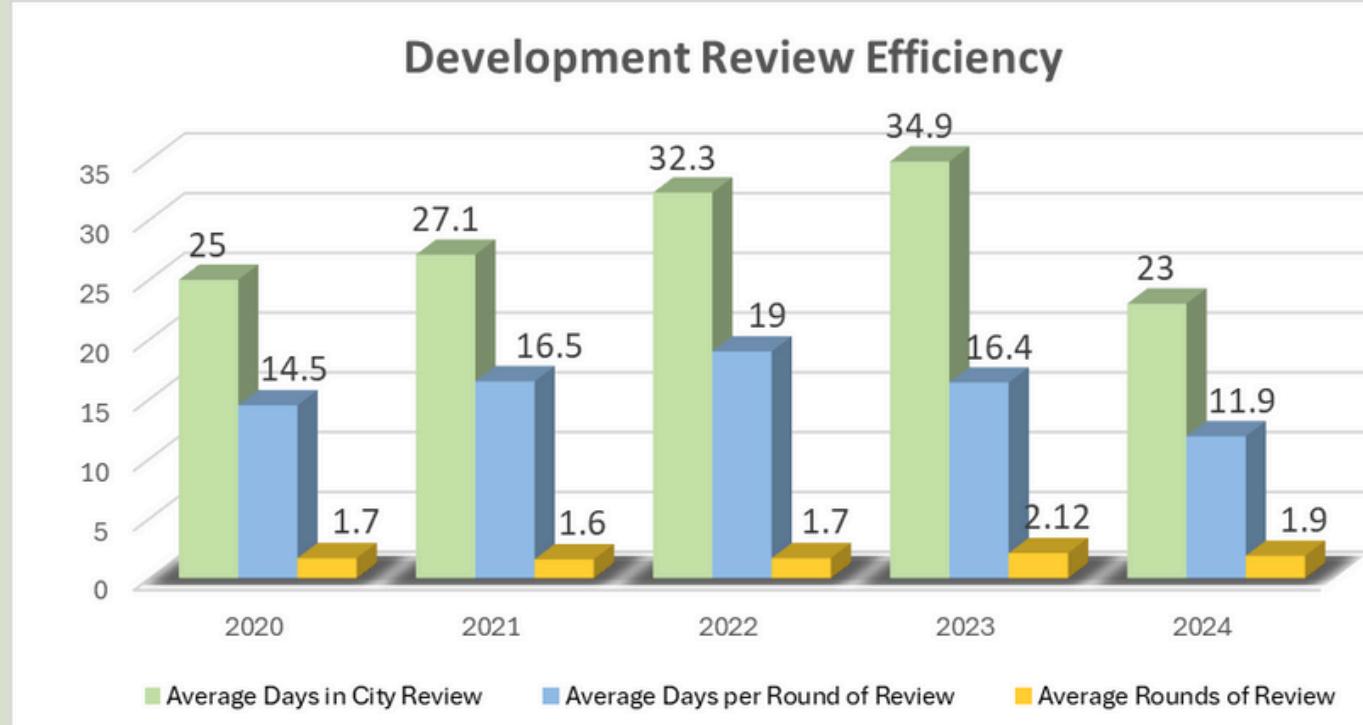
The Total Number of Project Reviews chart reflects only the reviews conducted by the Development Review Team (DRT). The overall number of reviews was lower this period, primarily due to staffing shortages in Current Planning and the resulting need to place some projects on hold.



The Development Review Efficiency chart tracks the average number of working days that applications spend under review by the Development Review Team (DRT).



The lower number of average days in review and round of review correlates with the fewer number of project reviews.



Scan the QR code to view the Current Development Activities Map.



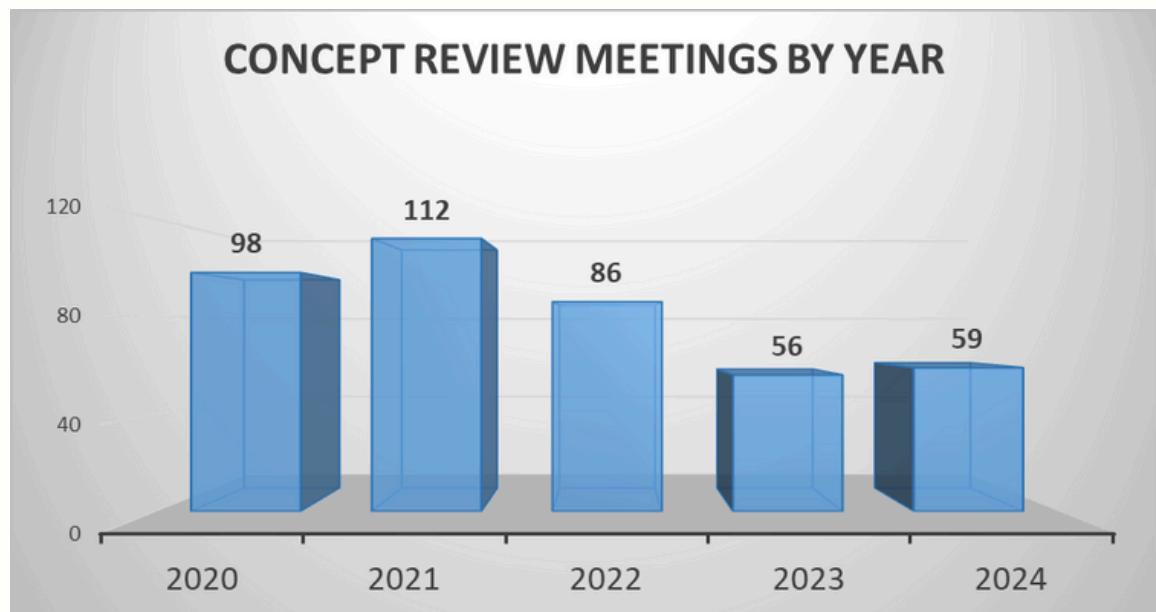
# Current Planning Division

## Concept Reviews and Site Development Plans

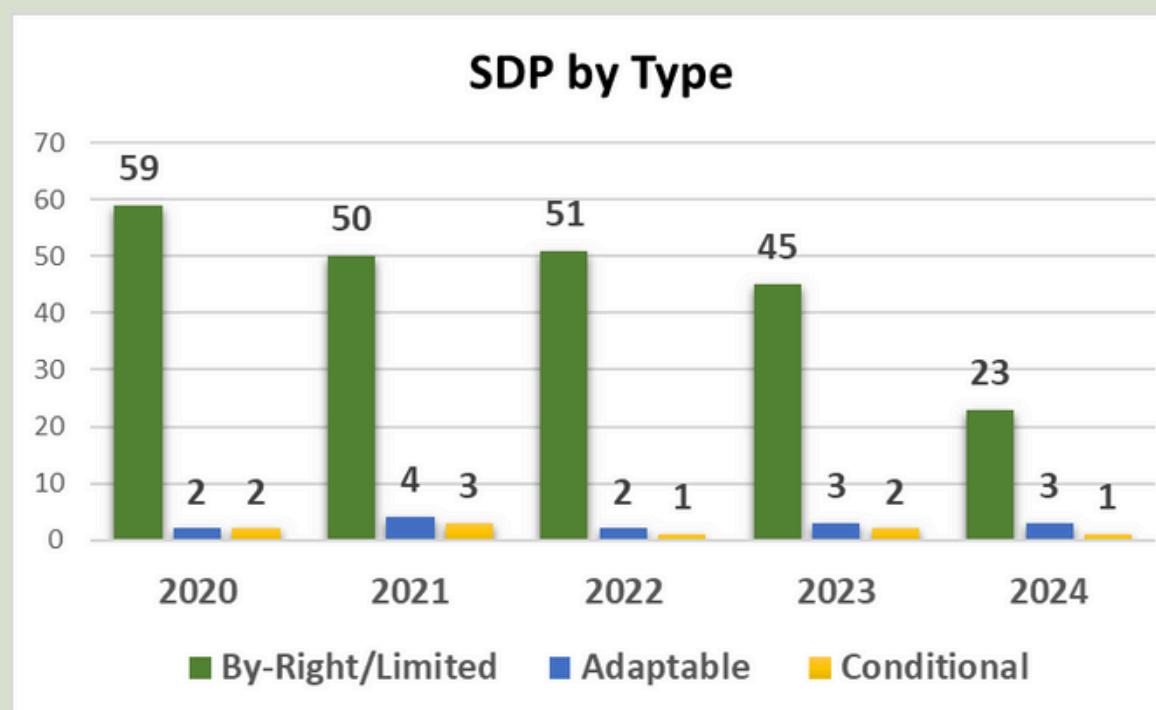
The development process begins with Concept Reviews for many types of situations and are an opportunity for applicants to discuss a proposal prior to submission. These meetings serve as a resource for complex development projects such as:

- Land development cases such as Master Plan amendments, zoning map amendments, special use permits/conditional use permits, tentative maps, variances, annexations, and abandonments
- Complex mapping cases for requests such as final maps, parcel maps, boundary line adjustments, or reversions to acreage
- Building permits that are more than 5,000 square feet, over four stories, or include site improvements

Concept Reviews (CRs) are a service offered by the DRT and are an effort to help applicants navigate and succeed in the review and approval process. There have been fewer CRs over the last two years due to the staff shortage in Current Planning.



Site Development Plans (SDPs) are required for all residential developments with more than three dwelling units on a single lot and commercial, industrial, and mixed-use developments.

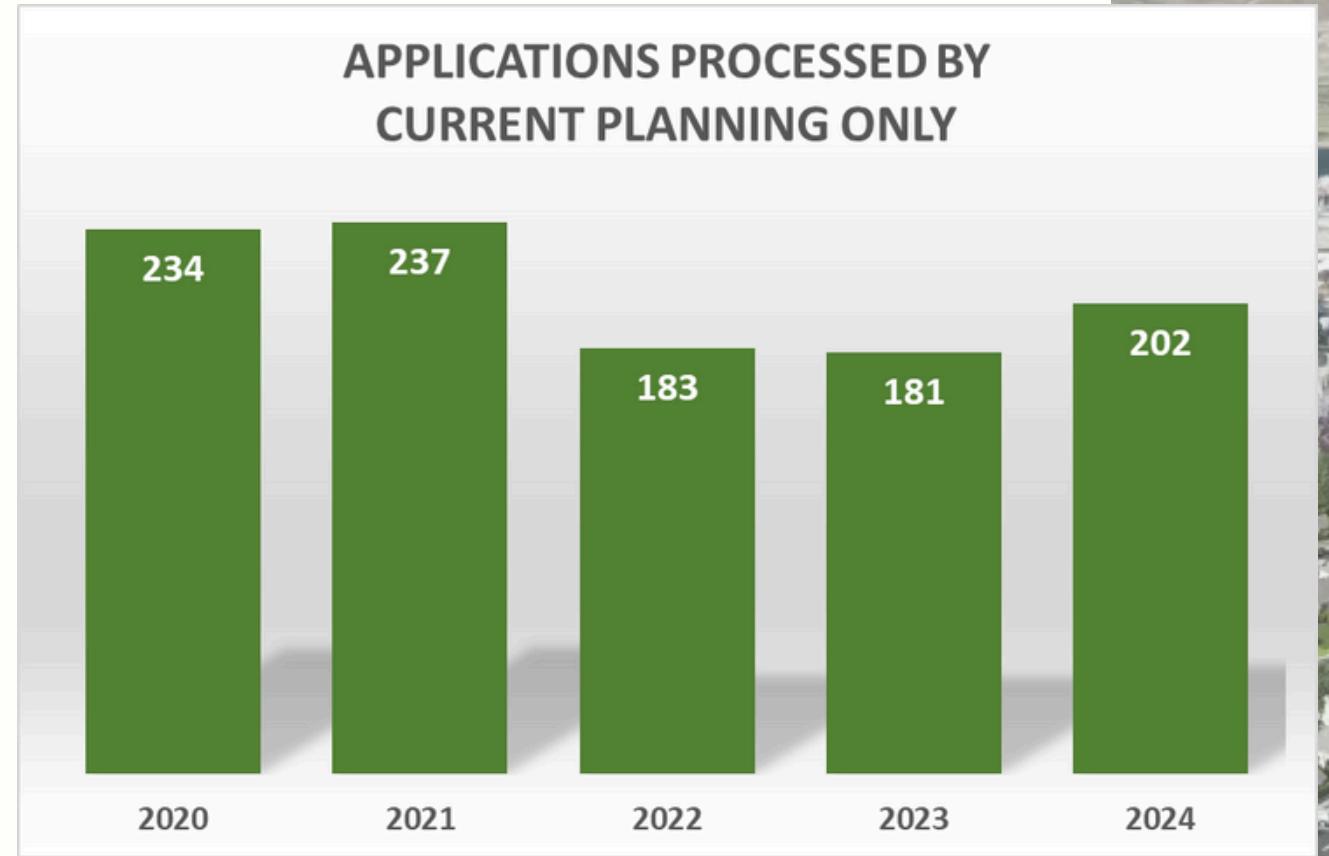


# Current Planning Division

## Applications and Inspections

The Current Planning Division exclusively reviews certain types of applications, including sign permits, variances, administrative variations, and zoning verification letters.

Changes in the Unified Development Code (UDC) have reduced the need for variances and administrative variations. This accounts for the lower numbers in recent years.



Inspections conducted by Current Planning staff are an important part of finalizing the development review and building permit process. Planning inspections ensure that site and building design standards are met and that landscaping installation is consistent with approved plans.

There were fewer inspections in 2024, reflecting the slowdown in new construction.



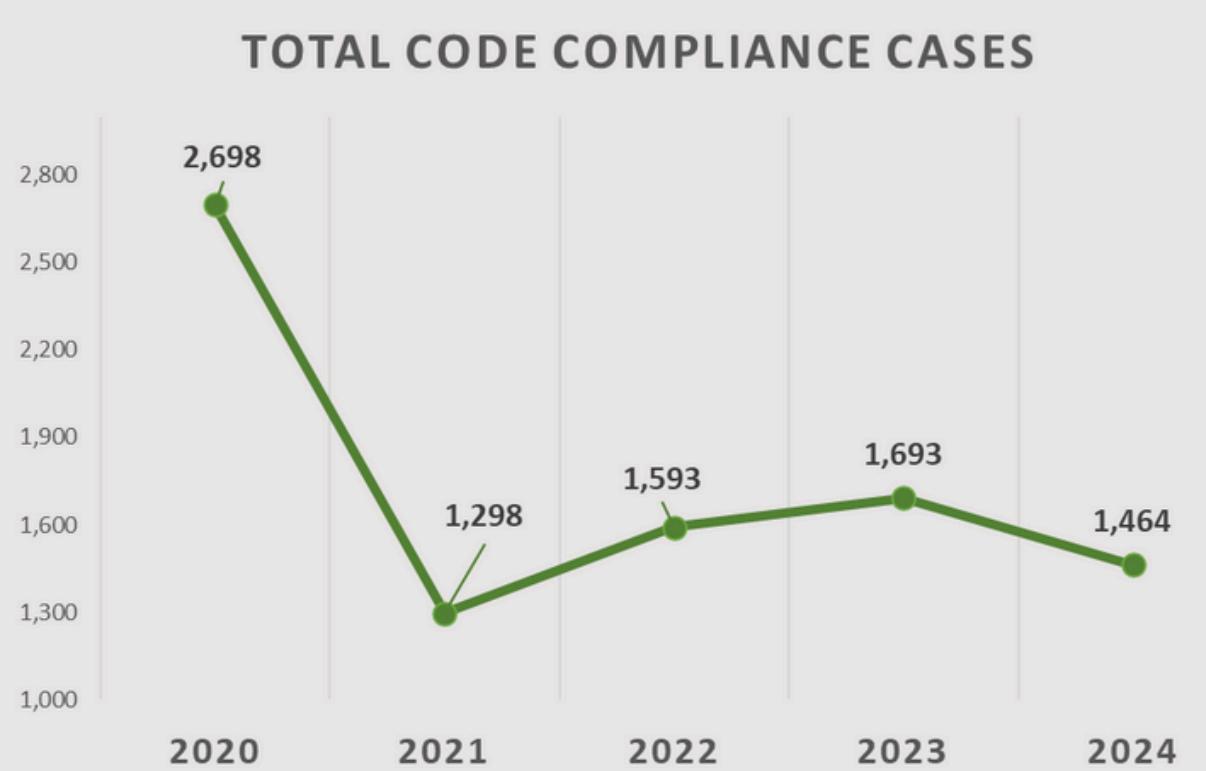
# Current Planning Division

## Code Administration - Compliance and Abatement

Code Compliance Cases decreased in 2024 due to only one code officer on staff for the busy summer season. Typically, May-August represents 50% of the cases for the year, but this year, it was 43%.

Of the number of cases, 1,464, 99% achieved voluntary compliance.

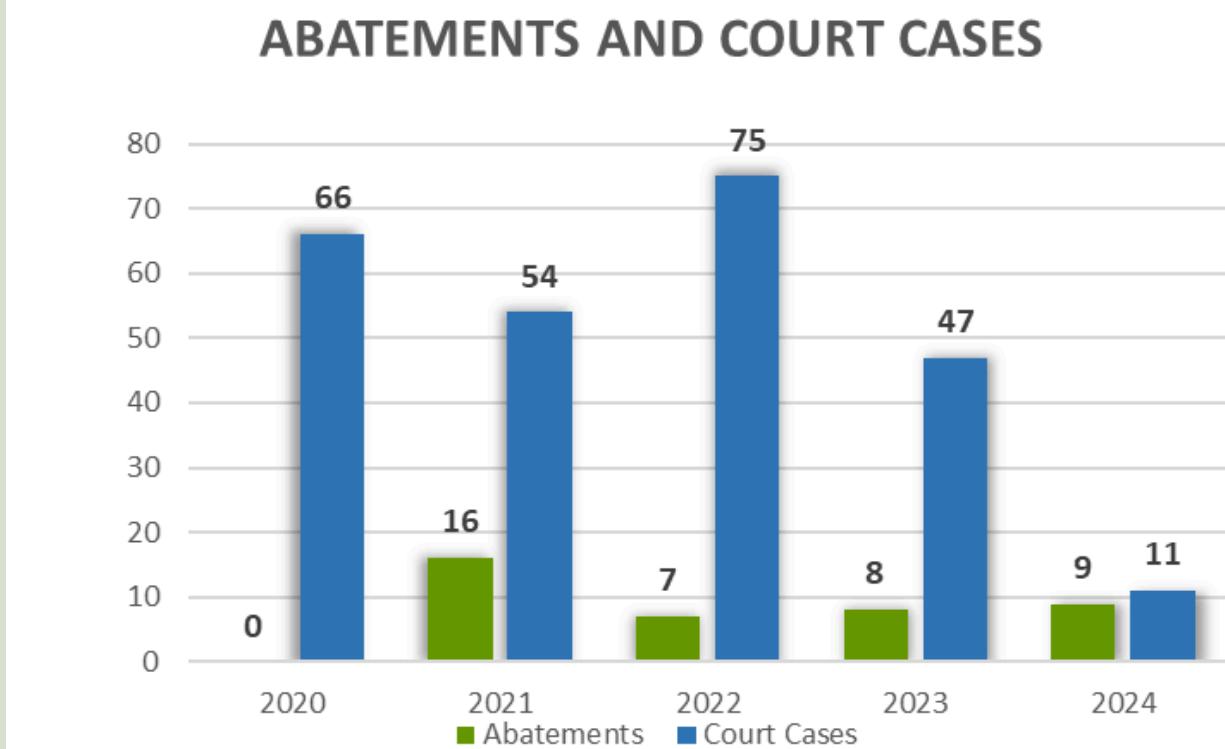
Code Officers began issuing a courtesy letter for overgrown weeds before issuing a formal Notice and Order. Although this extra step didn't impact voluntary compliance, it was still at 97%, as it has been for the last four years.



Code Administration Officers emphasize informing citizens and facilitating compliance, but notices of abatement or court summons are issued when compliance doesn't occur.

Abatement requires a third party to be contracted to abate the violation (usually mowing weeds or trimming dead tree limbs), and if the property owner does not pay, a lien is placed on the property.

Summons to the Municipal Court are issued when abatement is impractical.



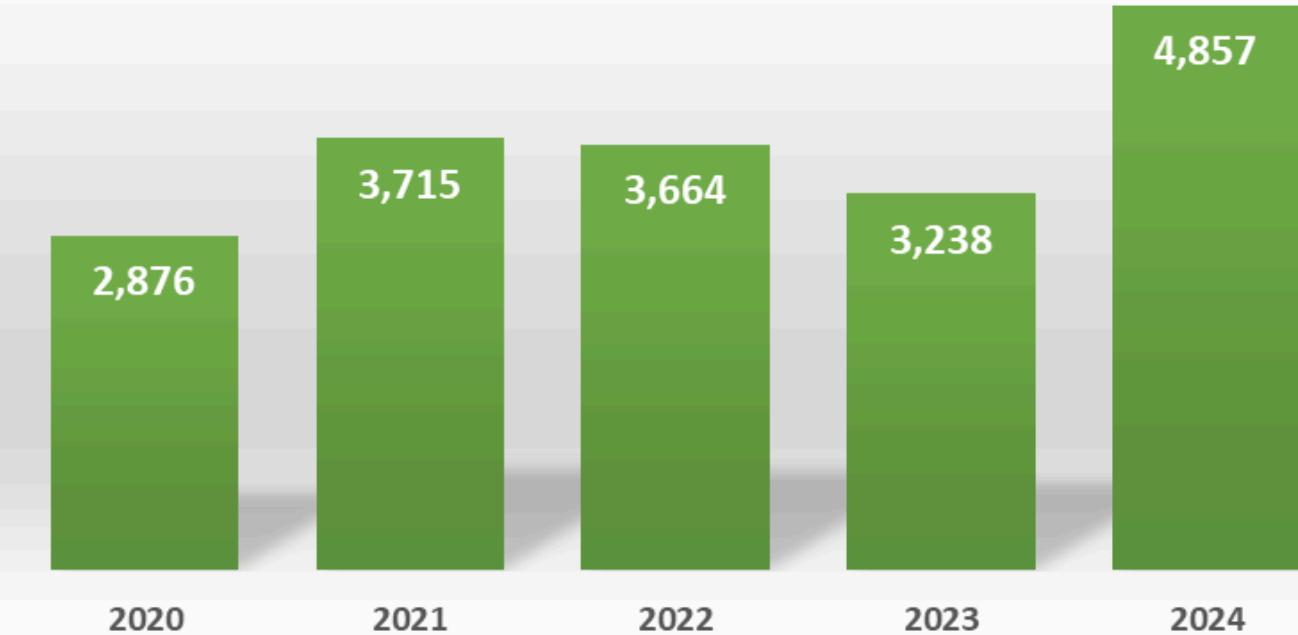
# Building Division

## Permits and Contractor Licenses



The Building Division staff provides services to assist residents and contractors through the building and permitting process. They ensure building structures are safe and conform to international building codes.

### Total Building Permits

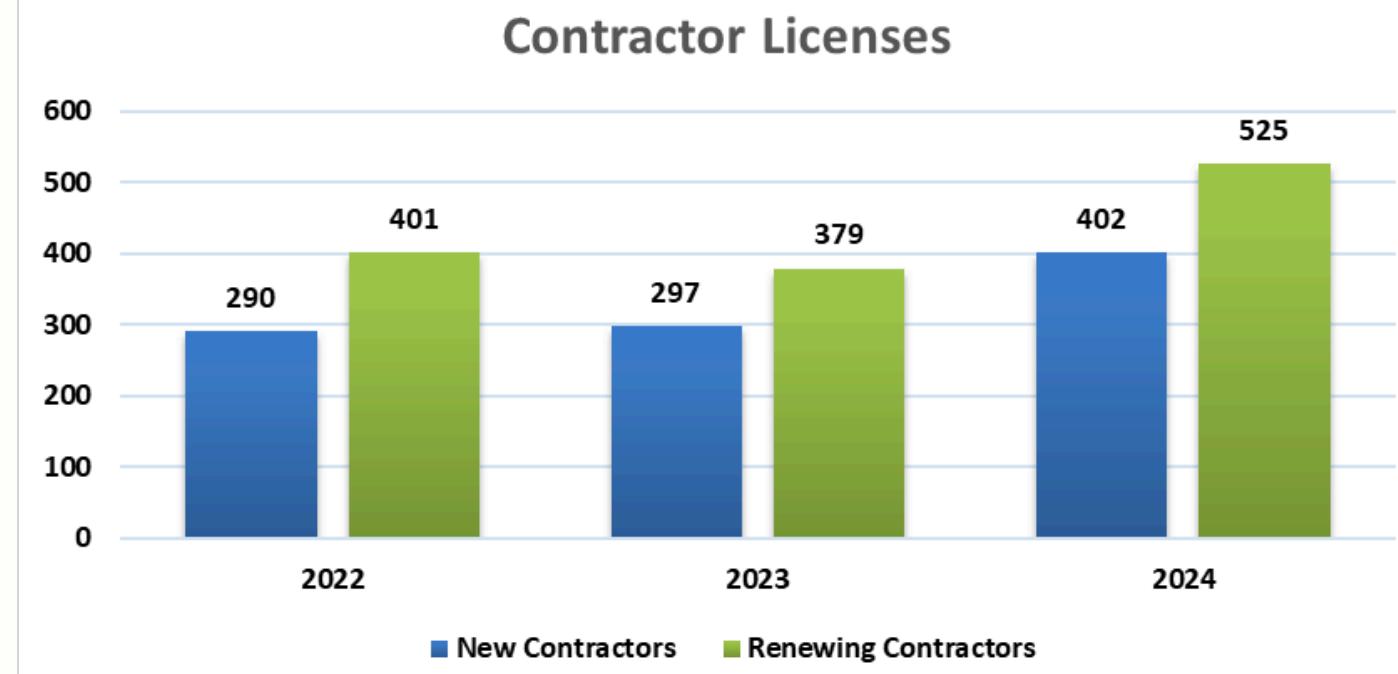


A July 2024 hail storm caused extensive damage to windows, siding, and roofs in the west and south areas of the city.

Although not all re-roofs were the result of hail storm damage, an unprecedented number—over 2,450—were permitted.



### Contractor Licenses

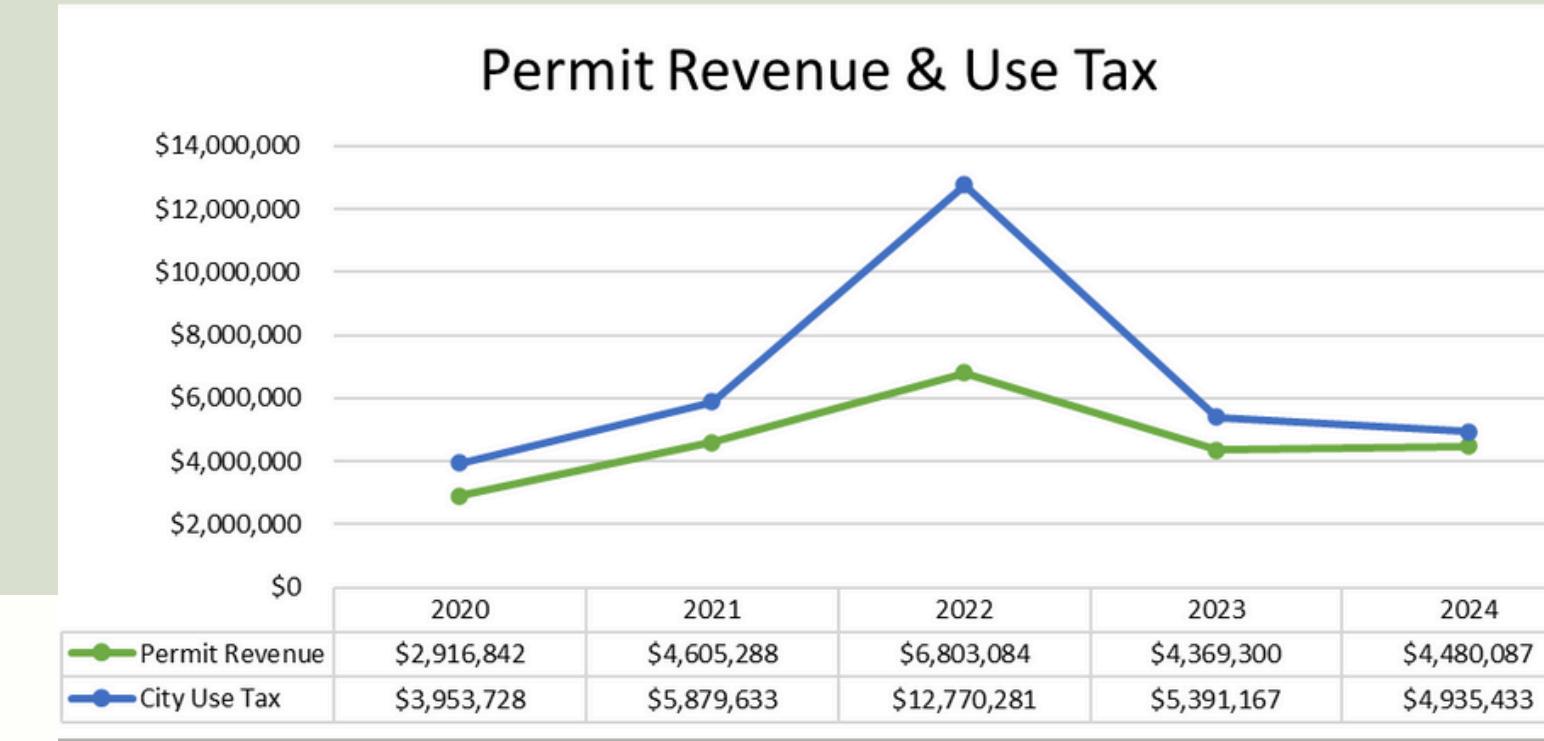


The number of contractor licenses increased by over 25% compared to the previous two years due to the new roofing contractors.



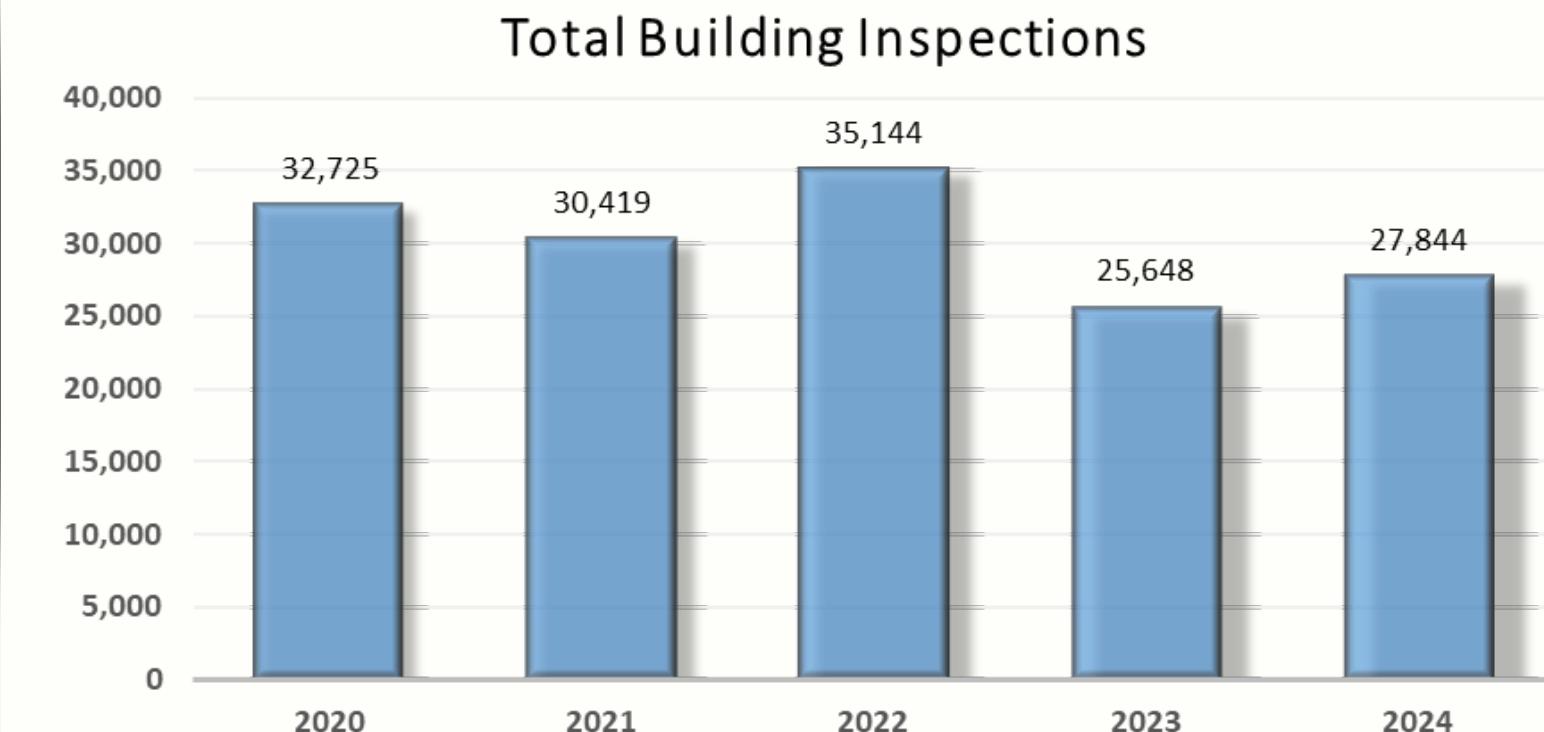
# Building Division

## Permit Revenue & Use Tax - Building Inspections



This chart shows Permit Fee Revenue and the Use Tax on Construction Materials. The use tax is paid when the permit is issued and is based on 50% of the project valuation. The City Use Tax is 3.0%.

*The spike in 2022 includes the construction of the 3,904,897 sf Amazon facility shown in the photo.*

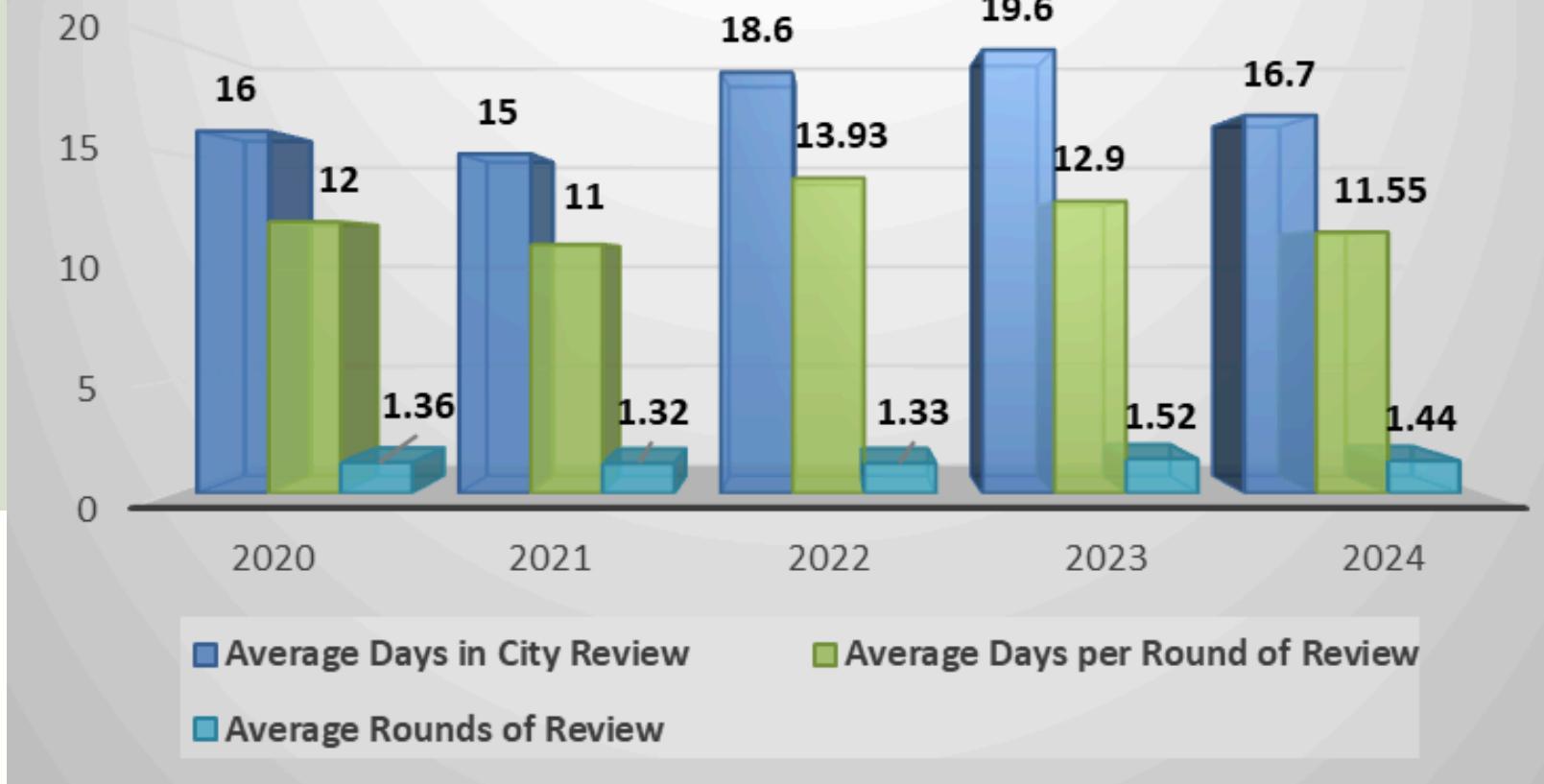


The construction of non-residential buildings that require more inspections was still lagging in 2024.

Furthermore, the pace of new multi-family construction has noticeably decreased compared to the previous three years, as shown in the chart on the **next page**.

# Building Division

## Building Permit Review Efficiency



## Review Efficiency and New Building Comparisons

This chart tracks the average number of working days projects were undergoing building plans review. In 2024, the average number of review days decreased, reflecting the fewer number of projects in review.

Residential fast-track permits don't require reviews. They include HVAC, Roofing, Fireplace, Fire Pits, and certain Electrical and Plumbing, and a General Permit category.



Scan the QR Code  
for the Building  
Permit report.



**New Non-Residential Industrial:** Warehouse/Storage

**Commercial:** Hotels, Service Stations, Offices/Banks, Stores/Retail, Restaurants

**Public:** Utilities and Education

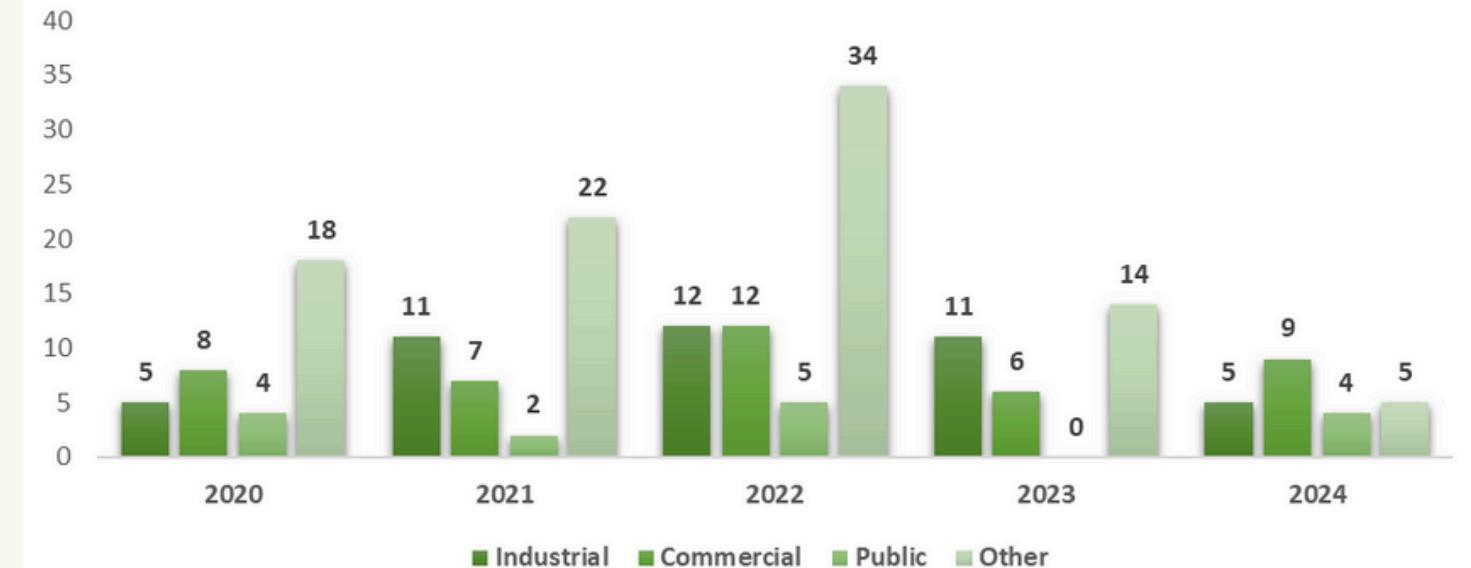
**Other:** Amusement, Churches, Parking Garages, Hospitals and other Non-Residential and Non-Housekeeping

### New Residential Units

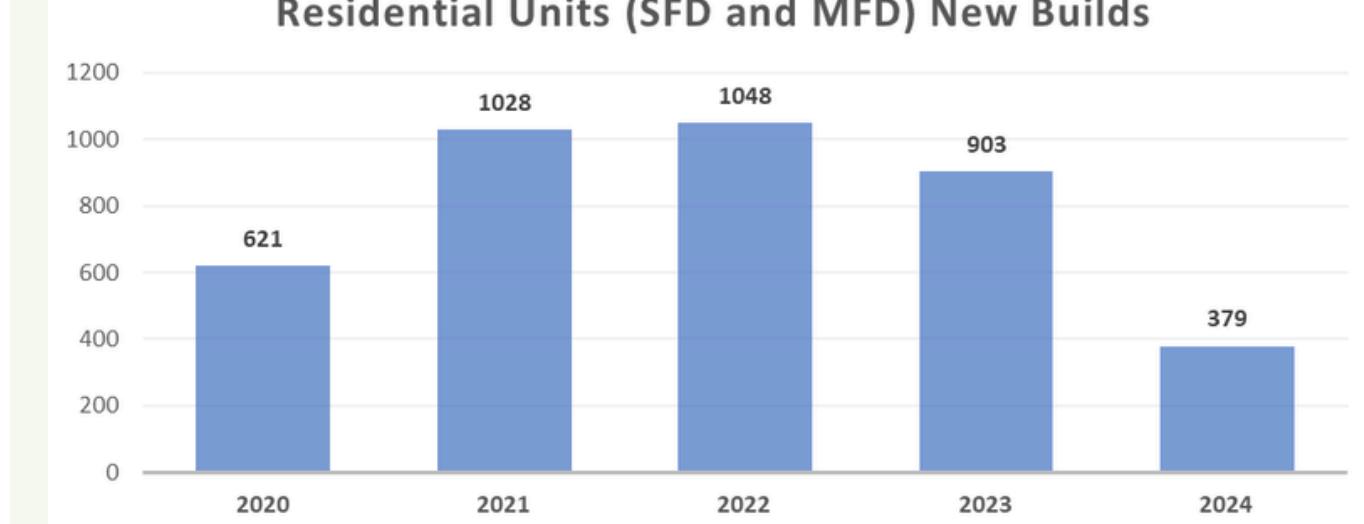
- New Single-family Detached and attached
- New Accessory Dwelling Units and Two-family Units (Duplexes)
- Mult-family 3+ Units include Mixed-use buildings where residential is the primary use.

These charts show a decrease in new construction in 2024. The increase in residential and commercial development in other municipalities along the I-25 corridor would explain the decrease in activity over the last two years.

### Non Residential New Builds



### Residential Units (SFD and MFD) New Builds



# Community & Strategic Planning Division

The Community and Strategic Planning Division focuses on fiscal resilience and economic development through active living and the built environment.

Create Loveland is the City's Comprehensive Plan and is the guiding policy document for the future of Loveland.



Click the logo link to access the website



The City of Loveland maintains a collection of plans outlining the location and character of future development, collectively known as the Three Mile Plan. This plan is updated annually to incorporate new plan or study elements and serves as a guiding document when reviewing annexation requests and county referrals for development applications that fall within the three-mile area plan but may not be eligible for annexation.

Historically, the City's Three Mile Plan has been a compilation of the Comprehensive Plan (including the Land Use Plan), various functional plans, and established procedures adopted and utilized by the City. This framework helps ensure that development within the three-mile area aligns with the City's long-term vision and planning objectives.



Scan the QR code for the link to the Three Mile Plan



# Community & Strategic Planning Division

## Colorado Legislative Updates and Unified Development Code Amendments

Community and Strategic Planners, with the aid of consultants, drafted amendments to the City Sign Standards, focusing on the legal aspects and problematic areas voiced by sign contractors and business owners. Throughout 2024, outreach, study sessions, and notification occurred.

Draft sign regulations were sent to local sign contractors, downtown business owners, the Downtown Development Authority, and a presentation to the Chamber of Commerce. Staff and consultants presented the draft and comments to the Planning Commission and City Council's study sessions. Public notices were posted on the City's website and in the Reporter-Herald.

Due to the City Council's full agendas, the code amendments for council adoption were postponed until early 2025.

The Colorado legislature passed two House Bills relevant to the City of Loveland in 2024.

- House Bill 24-1007: Residential Occupancy Limits
- House Bill 24-1152: Accessory Dwelling Units (ADUs)

Strategic Planners worked to adjust the Unified Development Code in response to the House Bills. They presented options to the City Council for policy feedback at a study session in November, with the potential adoption of an amendment to the UDC in early 2025.

### HB 24-1007 Residential Occupancy Limits

This bill bans local residential occupancy limits that restrict the number of unrelated people living together. The bill was signed into law by Governor Polis on April 15, 2024, and went into effect July 1, 2024. Generally, the act prohibits counties and cities from limiting the number of people living in a single dwelling based on familial relationships. Local governments can only implement residential occupancy limits based on:

- Demonstrated health and safety standards, such as the international building code standards, fire code regulations, or Colorado Department of Public Health and Environmental wastewater and water quality standards; or
- Local, state, federal, or political subdivision affordable housing program guidelines.

### HB 24-1152 Accessory Dwelling Units

This bill allows the construction of accessory dwelling units (ADUs) for accessory use in all single-family detached dwellings. It simplifies the review process to only require administrative approval. It removes roadblocks such as owner-occupancy requirements, architectural standards beyond what is required for a single-family house, and additional parking criteria. Amendments to local land use codes to ensure compliance with this legislation must be in place by June 30, 2025.



Example of an ADU

# Community & Strategic Planning Division

## Historic Preservation - The Loveland Feed and Grain

Historic Preservation is an important part of the City's Community and Strategic Planning Division.

Loveland's Historic Preservation Program, protects, enhances, and perpetuates the use of historic properties in the Loveland community.

As an example, the Historic Loveland Feed and Grain, built in 1892, represents the foundation of Loveland's oldest industry. In 2006, the Historic Preservation Commission recommended to City Council that a demolition permit be denied. By a majority vote of the council, this historic flour mill was saved.

The renovation of the Feed and Grain, completed in 2024, is now a mixed-use development with affordable housing and a creative workspace. The community came together to support this project through partnerships, fundraising, and neighborhood support.



# Community & Strategic Planning Division

## Historic Preservation - Loveland's Historic Churches

The Historic Churches of Loveland story map was another project that was completed in 2024.

Link to the story map:

<https://storymaps.arcgis.com/stories/563ca87e53b94cb8a0720440844c86e1>

The linked tour contains fourteen historic churches in downtown Loveland. Constructed between 1903 and 1953 some still serve as churches, and others have been converted to private homes.

This walk or bike tour will highlight Loveland's rich history tied to the sugar beet industry, which attracted many European settlers, mainly German and Scandinavian immigrants, who brought strong Christian traditions.

Beyond serving as places of worship, churches also functioned as social and community centers, fostering a sense of belonging among residents.



The GIS Division of IT creates and updates many interactive maps that provide building and development activity information and are available online at:  
<https://www.lovgov.org/services/development-services/building-division/policies-reports>

### Maps

ACTIVE PERMITS

AVAILABLE INVENTORY

CURRENT DEVELOPMENT

ZONING INFORMATION



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Planning Division: 970.962.2523**

**[www.lovgov.org](http://www.lovgov.org)**

