



Neighborhood Meeting Notice Letter

Date: 2/20/2024

Dear Property Owner:

This is a notice that a neighborhood meeting will be held to discuss the following proposal in your neighborhood:

Application and Meeting Information

Application:	Site Development Plan for an Adaptable Use for drive-thru restaurant
Project Case Number:	PZ #23-00121
Project Name:	HTeaO
Meeting Date and Time:	March 7, 2024 at 5:30pm
Meeting Location:	Development Center – 410 E 5 th Street, Loveland, CO – Bartholf Room
Applicant Name:	Mark E. Harris

Project Description

Summary of Proposed Development:	The proposed development involves removing the existing building and constructing a new restaurant/drive-thru and the associated parking/access
General Location:	Northwest corner of N Madison Avenue & E Eisenhower Boulevard
Property Address:	1245 E Eisenhower Boulevard
Existing Zoning:	Developing Business
Legal Description:	Lot 1, Block 1, Nicoll Addition to the City of Loveland. Situate in the Southeast Quarter of Section 12, Township 5 North, Range 69 West of the 6th P.M., City of Loveland, County of Larimer, State of Colorado Less and except that portion conveyed to the City of Loveland by Deed of Dedication recorded May 26, 2010 at Reception No.20100029413 in the Real Estate Records of Larimer County, Colorado.
Additional Information:	Additional information on the project is available at CityofLoveland.org/CDA

Neighborhood Meeting Information

All interested parties may appear and speak regarding the project at the neighborhood meeting and/or file written comments with the Current Planning Division prior to the Director's decision.

Appeal Dates

Director Decision Date:	(date will be provided by City planner)
Appeal Deadline:	(insert 10 business days after Director Decision)

Appeal Information

Purpose	The appeal procedures specified in Division 18.14.05 of the Loveland Municipal Code provides an opportunity for affected parties to seek review of a final decision of the Director to ensure that the decision is correct.
Party Status	Appeals may be brought only by the following parties: <ol style="list-style-type: none">1. An adjoining property owner; or2. A property owner who received this mailed notice and either attended the neighborhood meeting or provided written comments to the Current Planning Division before the Director's decision.
Initiation of Appeal	An appeal of the Director's decision must be initiated by filing a petition on the form provided by the City and submitting the required fee to the Current Planning Division. The petition must contain all of the information specified in Section 18.14.05.04 of the Loveland Municipal Code.
Threshold Review	Once a petition is filed, the Director will confer with the City Attorney to ensure that the petitioner has party status, as described above, and there is sufficient detail in the petition to put the City on notice as to the legal basis of the appeal. If the Director finds that the petitioner does not have party status or that the petition lacks the required information, the Director will deny the appeal, notify the petitioner, and return the submitted appeal fees. If the Director finds that the petitioner has party status and the petition includes the required level of specificity, the Director will notify the petitioner of the acceptance, place the item on the agenda for the Planning Commission, and notify the petitioner that the petitioner must provide mailed notice as specified in the Loveland Municipal Code.
Standards for Review	The scope of the appellate review is limited to the issues raised in the petition. Issues that are not described or obviously implied by the petition will not be considered. New evidence cannot be introduced on appeal.

Planning
Commission
Decision

After review of the record and arguments advanced on appeal, the Planning Commission will determine whether the Director's decision was correct based on the applicable Code provisions. The Planning Commission's decision represents the final decision by the City.

If you have any questions regarding the proposed project, please contact: **Mark E. Harris at 970-502-6444 or email at mark@bulldogeng.com**. If you have questions regarding the city process, please contact **Troy Bliss at 970-962-2579 or email at troy.bliss@cityofloveland.org**.

Sincerely,

Mark E. Harris
970-502-6444
mark@bulldogeng.com