



**LOVELAND PLANNING COMMISSION MEETING
AGENDA**

**Monday, January 23, 2012
500 E. 3rd Street – Council Chambers
Loveland, CO 80537**

THE CITY OF LOVELAND DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY, RACE, CREED, COLOR, GENDER, SEXUAL ORIENTATION, RELIGION, AGE, NATIONAL ORIGIN OR ANCESTRY IN THE PROVISION OF SERVICES. FOR DISABLED PERSONS NEEDING REASONABLE ACCOMODATIONS TO ATTEND OR PARTICIPATE IN A CITY SERVICE OR PROGRAM, CALL 962-2523 OR TDD 962-2620 AS FAR IN ADVANCE AS POSSIBLE.

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. Staff Matters

Recent Council actions, upcoming events, topics of interest, etc.

c. Committee Reports

d. Commission Comments

- Election of Officers 2011
- Policy matters, directions to staff, etc.

IV. APPROVAL OF MINUTES:

Approval of the January 9, 2012 meeting minutes.

V. CONSENT AGENDA:

The consent agenda includes items for which no discussion is anticipated. However, any Commissioner, staff member or citizen may request removal of an item from the consent agenda for discussion. Items removed from the consent agenda will be heard at the beginning of the regular agenda.

Public hearings remaining on the Consent Agenda are considered to have been opened and closed, with the information furnished in connection with these items considered as the only evidence presented. Adoption of the items remaining on the Consent Agenda is considered as adoption by the Planning Commission and acceptance by the Applicant of the staff recommendation for those items.

No Consent Agenda items are scheduled for this meeting.

VI. REGULAR AGENDA:

1. Review of 2011 Accomplishments and 2012 Goals

Each year the Planning Commission reviews its accomplishments from the previous year and defines goals for the new year. This process helps to focus the Commission on identified priorities and helps staff support the Commission in its endeavors

VII. ADJOURNMENT

NOTE: The Commission will adjourn into a study session to discuss quasi-judicial proceedings.



MEMORANDUM

January 19, 2010

To: Planning Commissioners

From: Bob Paulsen, Current Planning Manager

RE: 2011 Accomplishments / 2012 Goals

Each year, the city's boards and commissions are asked to prepare a list of accomplishments from the previous year and to establish goals for the new year. This effort helps to clarify priorities and to maintain focus throughout the year. I have drafted a 1-page document for your review and consideration addressing Accomplishments and Goals. This is meant as a starting point for your discussion; it is up to the Commission to determine it's goals for 2012.

As a supplement to this effort, I have provided a copy of pertinent portions of the City Council approved Implementation Plan that is a component of the 2005 Comprehensive Plan. The full document includes objectives identified by all the city's boards and commissions. I've included only the introductory portion and the pages pertinent to the Planning Commission. You will recall the Commission's effort over the summer of 2011 to reduce the 91 objectives originally assigned to the Planning Commission down to a manageable 9. The review of the 9 objectives may be useful in the establishment of goals for 2012.

Draft Planning Commission 2011 Accomplishments

- 1. Completed a review of the 91 objectives assigned to the Planning Commission in the 2005 Comprehensive Plan and reduced those objectives down to 12 realistic and doable priorities.** Over a series of Planning Commission and sub-committee meetings, commissioners and staff arrived at list of measurable objectives that can be accomplished in the next several years.
- 2. Recommended several Municipal Code amendments to the City Council**
 - **New Appeals Chapter in Title 18:** This chapter provides uniform provisions for land use appeals, including appeal criteria, notice provisions and procedural guidelines. The amendment eliminated the troublesome “merit hearing” process.
 - **Off-tracking betting:** New provisions were developed to allow, with limitations, off-track betting activities in various commercial zoning districts.
 - **Temporary sign provisions:** a complete rewrite of the standards for allowing temporary, on-site business signs was completed. The updated standards accommodate current business practices, providing greater clarity and flexibility while improving enforceability.
- 3. Supported Downtown Revitalization, approving the Rialto Bridge project. The Planning Commission approved the Rialto Bridge site development plan, paving the way for development of an important downtown catalyst project.**
- 4. Supported the preservation of the Medina Family Cemetery (burial grounds) with approval of the Mariana 25th Subdivision / Garden Gate preliminary development plan.** Acreage for the Mariano Medina Family plot was preserved from development.

Draft Planning Commission 2012 Goals:

- 1. Support Hwy. 402 Corridor planning effort.** Staff is anticipating direction to begin research and other preliminary efforts in the development of a corridor plan for East 14th Street, from I-25 to Hwy 287. It is expected that the Planning Commission will be involved in guiding the development of this project.
- 2. Coordination with City Council.** The Commission would like establish a clear sense of the Council’s land use priorities. One or more joint study sessions with the Council would facilitate this effort.
- 3. Monitor City Review Process.** Staff has re-initiated the development of code amendments addressing the new site development plan process. The Planning Commission expects to review the proposed amendments by mid-year. In addition, the Commission requests quarterly updates on the development review process which provide data indicating the number and type of projects approved and the review timeframes achieved by staff.
- 4. Continue monitoring and supporting downtown revitalization.** The Commission requests a semi-annual report from staff indicating progress made on the downtown revitalization effort, including information on project approvals and new business start-ups.



CITY OF LOVELAND

2005 COMPREHENSIVE PLAN-2011 IMPLEMENTATION PLAN



The City of Loveland – 2005 Comprehensive Plan – 2011 Implementation is a stand-alone companion to the 2005 Comprehensive Plan. It does not replace the 2005 Comprehensive Plan, which remains the guiding document for the City. The 2011 Implementation Plan is the result of the 5 Year Comprehensive Plan Update project required by the 2005 Comprehensive Plan. It contains 95 objectives assigned to 23 boards, commissions, and staff divisions. These objectives were developed through a methodology that critically assessed the 435 objectives contained in the 2005 Comprehensive Plan. These objectives represent special projects that are considered to be priorities by City boards and commissions and City staff to be undertaken between 2012 and 2015.

Background

In March 2007, the City Council approved the 2005 Loveland Comprehensive Plan. The 2005 Comprehensive Plan includes the future land use plan as well as 435 objectives designed to achieve a set of 108 Goals regarding every functional area of City government. The Goals were developed with extensive public input during the 2005 Comprehensive Plan drafting process. An implementation plan was prepared thereafter that assigned the 2005 Comprehensive Plan's objectives to City boards and commissions for implementation. However, this implementation plan was never formally adopted. The assignment of objectives created in the never adopted implementation plan was used as the format for assessing the objectives during the 5 Year Comprehensive Plan Update project.

In the years after its adoption, usage of the 2005 Comprehensive Plan as a document to guide decision making varied between boards, commissions and staff departments. Due perhaps to the sheer number and abstract nature of the objectives, potential users found the objectives to be an inadequate tool for decision making and developing work plans. The 2011 Implementation Plan addresses this issue by creating specific and actionable objectives. The Vision Statements, Guiding Principles, and Goals set forth in the 2005 Comprehensive Plan remain as adopted in 2007. The new objectives are designed to identify work tasks necessary to achieve those principal elements of the 2005 Comprehensive Plan.

Purpose

The 2011 Implementation Plan is a document designed to assist City Council members, City boards and commissions and City staff with the following tasks:

- decision making
- goal setting,
- priority setting,
- budget creation,
- work plan creation.

The 2011 Implementation Plan accomplishes these tasks by providing a manageable list of strategic and special project objectives. It is important to note that the objectives included in the 2011 Implementation Plan are special projects and do not represent the important tasks performed on a day to day basis that form the core work of many City departments. Those on-going tasks remain crucial, but the 2011 Implementation Plan focuses on special projects and initiatives.

The 2011 Implementation Plan is intended to inform interested parties of the projects City Council, City boards and commissions and City staff feel are priority projects to be completed between 2012 and 2015, when a new Comprehensive Plan is scheduled to be adopted.

The 2011 Implementation Plan does not include all special projects or initiatives that may be undertaken by the City between now and 2015 as new opportunities arise and priorities change.

Methodology

In 2010, staff began the 5 Year Comprehensive Plan Update project. The update process focused on the 435 objectives of the 2005 Comprehensive Plan with a goal of reducing their overall number and editing those that remain to make them more specific, task orientated, and actionable.

Community and Strategic Planning staff worked closely with 20 boards and commissions and more than 25 staff liaisons and other staff members to critically assess the 435 plan objectives.

The update methodology consisted of a three phase process.

Phase One:

Individual staff liaisons were asked to review their assigned objectives and provide a status update on actions taken to achieve each objective. It was reported back that some objectives had been achieved, but many were classified as either on-going or no action.

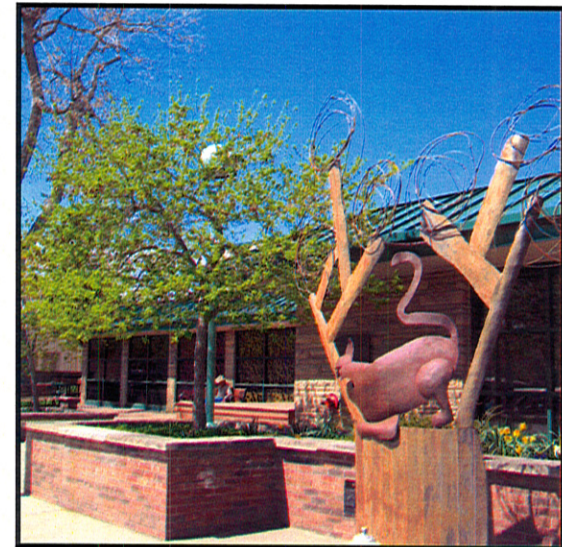
These results were then used by staff liaisons and board and commission members as a basis by which to complete the next phase.

Phase Two:

Staff liaisons worked with their boards and commissions to categorize their assigned objectives into one of three categories.

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| Category A. | Objectives that have been achieved, are no longer relevant, or will not be achieved between 2012 and 2015 due to resource constraints; |
| Category B. | Objectives that are being achieved on an on-going basis through application of existing standards and regulations in the Municipal Code or elsewhere; and |
| Category C. | Objectives for which achievement requires the development and implementation of special projects or initiatives and/or new standards or regulations. |

The objectives that were placed in Categories A and B in this phase were not carried forward for further consideration in the 5 Year Comprehensive Plan update project. However, many of the objectives placed in these two categories represent important functions that are carried out by staff and boards and commissions. In fact, the objectives in these two categories may represent the core activities of many City departments.





The objectives placed in Category C were further modified in Phase Three as described below.

Phase Three:

This phase focused on the objectives placed in Category C. These objectives represent projects that boards and commissions and City staff felt are priorities to complete between 2012 and 2015.

In many cases, the objectives in the 2005 Comprehensive Plan are not specific enough to provide sufficient direction to City staff or boards and commissions. Therefore, the task in Phase Three was to edit these objectives to make them more specific and actionable and to identify work products such as a new plans, programs, or standards. Some objectives placed in Category C were consolidated with others in those cases where multiple objectives addressed the same or similar topics. Some boards, commissions or staff divisions developed new objectives during Phase Three in order to address current issues and priorities. These new objectives are aligned with existing goals, guiding principles, and overall vision from the 2005 Comprehensive Plan.

The resulting objectives have been compiled in this document.

The 5 Year Comprehensive Plan Update did not include a public input component as part of the process, since the 2005 Comprehensive Plan Visions, Guiding Principles and Goals, which were developed through an intensive public outreach process, are remaining unchanged through this process.

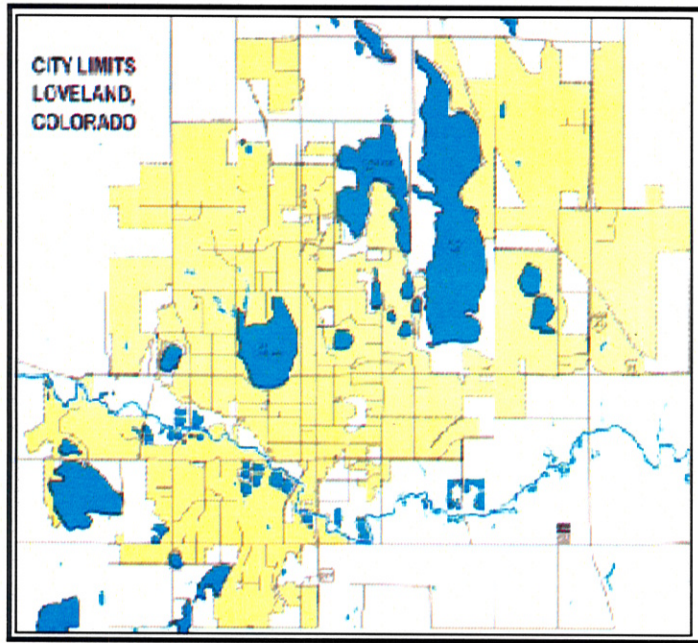
The 2005 Comprehensive Plan included objectives for Education and the Thompson Valley Emergency Management Services. Because both of these functions are outside of City government, these objectives were not included in the 5 year update.

Plan Organization

The main body of the 2011 Implementation Plan lists the objectives that came out of the 5 Year Comprehensive Plan Update process organized by the board, commission or staff division that performed the critical assessment. These boards, commissions, and staff divisions are listed in alphabetical order. The Plan also contains a list of all the objectives that came out of the 5 Year Comprehensive Plan Update process, together with a notation of which board, commission, or staff division has primary responsibility for each objective.

The results of Phase Two of the update process have been collected so that so that a record of which objectives were placed in Categories A, B and C is maintained for reference. Because the goal of the 2011 Implementation Plan is to focus on those objectives that represent special projects, these results have been placed in a separate document. This document is available from the Community and Strategic Planning Division, but is not included in the 2011 Implementation Plan due to its length.





The Planning Commission reviews maps, plats, zoning ordinances, subdivision ordinances, and planning matters and makes recommendations to the City Council. The Planning Commission also serves as the ex officio Zoning Board of Adjustment for the City which decides appeals and reviews orders regarding the administration or enforcement of Title 18 – Zoning. The Planning Commission is involved in revising and updating the Master Plan, the Sign Code, Development Standards, Landscaping Standards, and other development matters.

Vision Statement 1: Loveland is a community that is characterized by welcoming neighborhoods with diverse housing opportunities that create a sense of individual well-being.

Guiding Principle 1: Foster attractive development that enhances Loveland's built environment and encourage development that is sensitive to the distinctive character of the Loveland community.

Goal 1.1: Review and periodically update the Community Design Elements and other design-related documents.

Objective 1.1.IP1: Update the Community Design Element Chapter of the Comprehensive Plan to be an inclusive document that examines all of the City codes and standards that shape the look, feel and functionality of Loveland neighborhoods. The updated Design Element will connect these elements and look at them through an environmental and fiscal sustainability lens to result in an updated Comprehensive Plan chapter that will provide guidance in the design of new neighborhoods and the redevelopment of existing neighborhoods as well as for future code revisions covering community design.

Goal 1.2: Foster attractive development that enhances Loveland's built environment.

Objective 1.2.IP2: Amend City codes to improve community functionality and aesthetics while fostering a business-friendly development climate. Major amendments should include improvements to site design and landscaping standards; addition of design elements to the residential zone districts; development of clear infill and redevelopment standards; and, streamlining of the special review provisions.

Guiding Principle 3: Formulate appropriate strategies and policies for geographic areas within Loveland needing redevelopment, renewal, and/or more detailed planning analysis, such as the Downtown, districts, corridors, neighborhoods, community separators, and transit-oriented developments.

Goal 3.2: Use urban renewal as a means to revitalize and prevent areas with blighted conditions which constitute an economic and social liability to the community.

Objective 3.2.IP1: Prepare a report evaluating the physical condition of the West Eisenhower Boulevard corridor that determines whether conditions exist that would make it appropriate to prepare an urban renewal plan for said area.

<p>Vision Statement 1: Loveland is a community that is characterized by welcoming neighborhoods with diverse housing opportunities that create a sense of individual well-being.</p>	<p>Goal 3.3: Prepare district, corridor, neighborhood, separator, and transit-oriented development plans, as appropriate, to further detail and define the General Plan's goals and objectives.</p> <p>Objective 3.3.IP1: Prepare a corridor plan for the West Eisenhower Boulevard corridor that considers land use, urban design, and transportation. Alternatively, prepare a corridor plan for the State Highway 402 corridor that considers land use, urban design, transportation, and utility provision.</p>
<p>Vision Statement 3: Loveland is a well-planned and environmentally-sensitive community where all citizens are safe, secure and have equal access to services and amenities, including recreational and cultural activities.</p>	<p>Guiding Principle 9: Guide the development of the community within the Loveland Growth Management Area in order to meet present and future needs, while protecting the health, safety, order, convenience, prosperity, energy and resource conservation, and the general welfare of the citizenry.</p> <p>Goal 9.1: Review and periodically update the Land Use Plan.</p> <p>Objective 9.4.IP1: Prepare a plan that addresses the City's current and future land use pattern and urban design standards and their impact on environmental and fiscal sustainability or contribute to the Community Sustainability Plan a section covering this topic.</p>
<p>Vision Statement 4: Loveland is a community with an integrated system of technology, utility and transportation networks that support a vital economy; and that coordinates with the plans of other regional governmental entities.</p>	<p>Guiding Principle 10B: Plan a safe, efficient, continuous, coordinated and convenient multi-modal transportation system that serves the current needs of the community and establishes the foundation for a transportation system that is sustainable for future generations.</p> <p>Goal 12.3: Coordinate growth with the provision of community facilities and services within the Growth Management Area, and locate the city's growth within this boundary.</p> <p>Objective 12.3.IP1: Work with Larimer County to establish the Loveland Growth Management Area Overlay zoning district on properties in the State Highway 402 Corridor.</p>

Vision Statement 5: Loveland is a community that is continuously developing partnerships of citizens, business, and educational communities; with a stable and diverse economic base that offers ample employment and business opportunities to all.

Guiding Principle 15: Recognize that all levels of government, along with the nonprofit and private sectors, play an important role in creating and implementing those policies and practices that support the responsible growth and development of the community.

Goal 15.1: Achieve the goals and objectives, policies, and programs established in the Comprehensive Master Plan through both a short- and long-range program of implementation of specific public and private actions.

Objective 15.1.IP1: Complete the 5 Year Comprehensive Plan Update, creating an Implementation Plan that ties Comprehensive Plan objectives to work plans, gives the objectives a consistent format, and creates a tool for decision making by City Council as well as Boards and Commissions.

Objective 15.1.IP2: Monitor and improve the building permit and development review processes in order to provide clarity, reduce timelines and facilitate development.

Goal 15.2: Ensure that each element of the Comprehensive Master Plan (the Plan) is consistent with the guiding principles, goals and objectives established in the General Plan; is updated in a timely fashion; is formally adopted in accordance with the City's approved adoption and amendment procedures; and contains an implementation schedule of actions to be taken.

Objective 15.2.IP1: Complete the City of Loveland 2015 Comprehensive Plan with the focus on making it an inclusive and useful document that is the guiding document for City operations and staff actions. The Plan should be adopted by City Council no later than the end of 2015.