

Mayor Walsh called the Study Session joint meeting of the Loveland City Council and Planning Commission to order at 6:30 p.m. on the above date. Councilors present: Brown, Clark, Heckel, Pielin, Rousey, Skowron, Walsh, and Weak. Councilor Dozier was absent.

Mayor Larry Walsh opened the meeting and welcomed everyone.

Development Review Process Mapping Report

Greg George Development Services Director introduced consultant Bob Tipton of RS Tipton Incorporated who was hired in December of 2004 and performed the study. City Manager Don Williams clarified for the group that what staff had hired Bob to do was not to decide what needed to be changed necessarily but to give a clear picture of the way things work today in order to figure out where to go tomorrow. Don explained that he had asked Bob to deliver the report tonight exactly as it was given to staff and M-Team. Bob used a PowerPoint presentation to present this item to the group. He explained his understanding of the project and his approach to the project. He began with Initial Observations which included those persons that he interviewed regarding the process of which 72% were internal Loveland Staff and 24% were external customers and elected officials. He moved on to a Bell Curve Chart of the responses he received from those he interviewed. He then presented a comprehensive view of the City's Development Review Process. He said that the process that can drive up cost of residential housing and commercial development. He said that he found the process inefficient and onerous. Bob explained that with the growth of the City the development process has stayed the same and needs to be updated. He also said that the perception of the culture of the City is to work the employees to burn out. During the process he said that many reviews of the projects were made by individual not by teams and that many times members of DRT or CRT are meeting together to discuss the project for the very first time when they meet with the applicant/developer during a CRT or DRT meeting. He also spoke about project management and that planners have not been taught project management and that he felt each of them should be PMI certified. After reviewing the process with the group he then made suggestions for long term fixes and quick fixes of problems in the system. Don Williams commented that the city has known for a long time that the City needed to change but that no one understood the depth and convolution of the process. At the end of Bobs report Mayor Walsh thanked him for an excellent no holds barred review of the system. Bob then answered questions from the group. Mayor Walsh asked if the group agreed with the report that was presented and whether it was an accurate reflection of the process that is taking place today. Consensus of the group was that they do agree. Mayor Walsh asked about the next steps and the time frame. Don responded that staff will update the group with periodic reports regarding how things are changing and said that he expects there will be a lot of progress in the next 6 months and even more in a year.

5 minute break

Title 18 Committee Reports

Assistant City Manager Renee Wheeler presented this item to Council. She began by asking the group if they agreed to the priorities and the suggested

amendment process that is included in tonight's packet. Consensus of the group was that they agreed. She then asked for volunteers to be on the either the Commercial Design Standards Committee or New Districts Committee. There was then discussion regarding the size of the committee's which Renee thought would be somewhere between 5 and 7 members. Several members of the Planning Commission were concerned about volunteering without knowing what Council did not like about their last suggestions for changes to Title 18 on these subjects. Some Councilors wanted to have these reviewed each year and changes made as necessary. Mayor Walsh and several Councilors believed that there were not enough joint meetings between Planning Commission and Council to come to agreement on changes being suggested. Another problem that was mentioned was that there was no follow up to Council's rejecting the Planning Commission's recommendations from the last time they tried to update Title 18. The group agreed that better communication was needed and that committees would be formed after a planned tour had been taken by the group to look at areas that the planning department has picked out and the members were encouraged to contact staff for any areas they would like to see added to the tour. The date of Thursday, May 19, 2005 was agreed upon for the tour at 5:30 pm and that staff will let the group no the specifics when it is all set. Staff will email out their tentative list of locations for the tour first and then will collect ideas via email from the group.

City Council/Planning Commission
Open Discussion

At this time the Mayor asked if any of the members of the group had something they would like to discuss to bring it forward. There was a question regarding Estate Zoning and the interpretation each group uses for the zoning. The group felt that the Master Plan needs clarifying language regarding Estate Zoning. Greg George suggested that staff bring back language at a future meeting and that the plan should be amended through the process with public hearings. Greg said that he thought staff could have that done within the next 3 months. John Barnett of John Barnett and Assoc. addressed the group and asked that multiple perspectives be considered when working out the language. The group also agreed that some kind of regular joint meetings should take place between the two groups. There was a suggestion of meeting quarterly or twice a year and possibly on a Saturday morning. The group will let staff and Don Williams work out a schedule for this meeting.

Having no further business to come before Council the meeting was adjourned at 9:45 P. M.

Kristi K. Bashor, CMC
Deputy City Clerk

Larry D. Walsh, Mayor

Deputy City Clerk