

2019

ANNUAL

REPORT

CITY OF LOVELAND DEVELOPMENT SERVICES





NOTE FROM THE DIRECTOR: BRETT LIMBAUGH

The Development Services Department is comprised of the Building Division, the Current Planning Division, Code Compliance, and the Community & Strategic Planning Division. The Historic Preservation Commission is also supported by this department.

Our department has made very positive changes in 2018 and 2019 to improve customer service by implementing a variety of tools to assist the public with understanding the Development Review process as well as the permitting process. Such tools include improved pre-application services that provide a comprehensive overview of codes and requirements that assist customers at the outset of the development process.

The newly adopted Unified Development Code was put to use for the first time in 2019, which included more administrative decision-making and a variety of changes that assist with quicker and more efficient staff review. In addition, significant projects completed in 2019 include the 402 Corridor Plan, the HIP Streets inventory and priority plan, the Downtown Parking Study, and the opening of the Foundry in Downtown Loveland.

On behalf of our devoted staff, we hope you find this information helpful and informative.

CONTENTS

PAGE 3: BUILDING DIVISION

PAGE 4: BUILDING DIVISION PERMIT TOTALS

PAGE 5: BUILDING DIVISION FEE COMPARISON - RETAIL/OFFICE/INDUSTRIAL

PAGE 6: BUILDING DIVISION FEE COMPARISON - SINGLE-FAMILY RESIDENTIAL

PAGE 7: CURRENT PLANNING DEVELOPMENT REVIEW APPLICATIONS

PAGE 8: CURRENT PLANNING APPLICATIONS AND PRE-APP SERVICES

PAGE 9: CURRENT PLANNING - PLANNING COMMISSION & INSPECTIONS

PAGE 10: CODE COMPLIANCE

PAGE 11: HISTORIC PRESERVATION HIGHLIGHTS

PAGE 12: STRATEGIC PLANNING - HIGHWAY 402 CORRIDOR & 2020 CENSUS

PAGE 13: STRATEGIC PLANNING - ARKIN'S BRANCH

PAGE 14: STRATEGIC PLANNING - DOWNTOWN GID RESEARCH & INVENTORY

PAGE 15: STRATEGIC PLANNING - HIP STREETS INVENTORY

PAGE 16: STRATEGIC PLANNING - DOWNTOWN PARKING STUDY

PAGE 17: DEVELOPMENT SERVICES CONTACT

BUILDING DIVISION



BUILDING DIVISION OVERVIEW

2019 was a very busy year in the Building Division. The division took a look at all our policies and procedures and began alignment with the City's standards. The division was reorganized to become more efficient, maintain our consistency and become transparent. The building division conducted outreach and educational meetings for the public, which led to several amendments to reflect the communities concerns. In addition, a third party electrical inspector was negotiated at a lower price to save money and help maintain a high level of operations. The Construction Advisory Board worked on re-organizing Title 15 and updating our adopted codes the entire year of 2019. The amendment package will be presented for the 2nd reading this year.



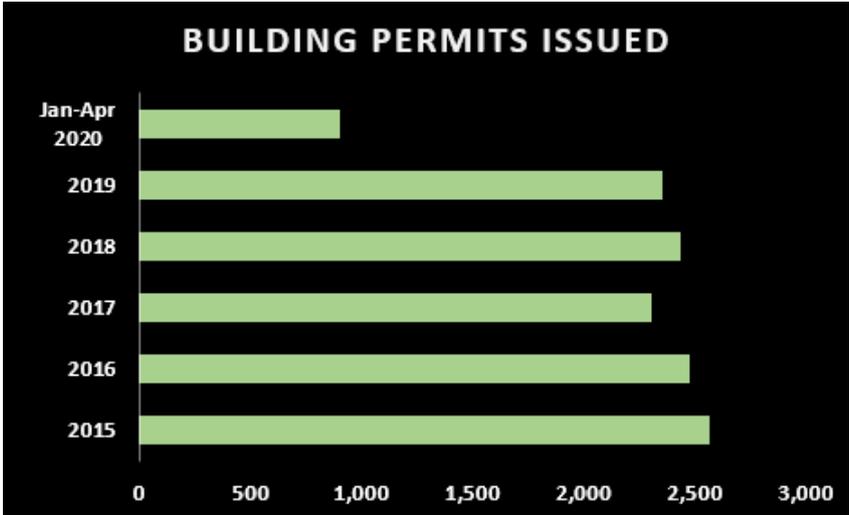
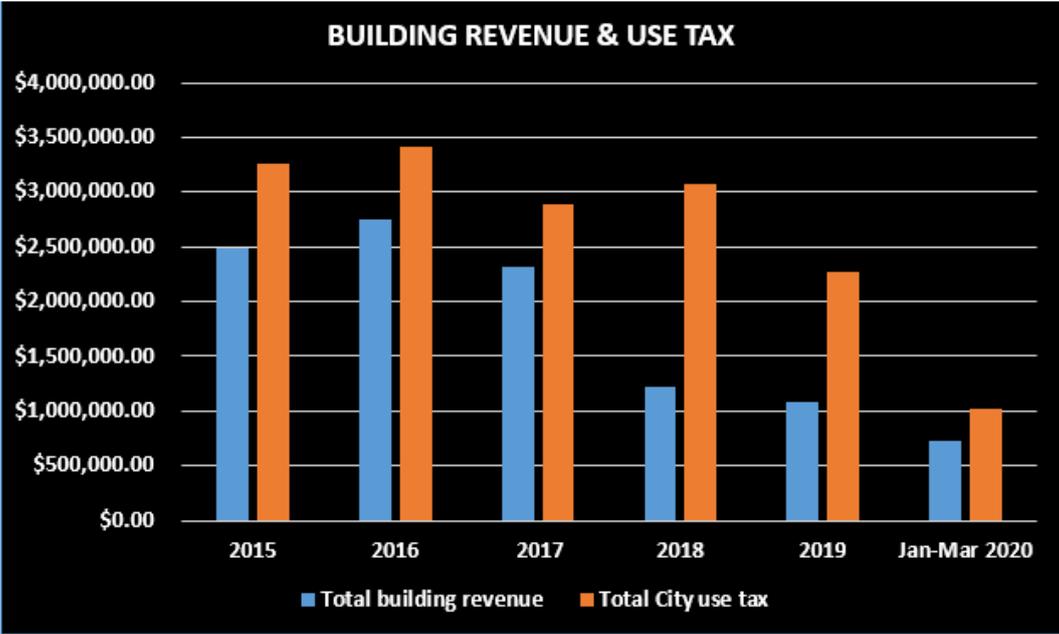
BUILDING DIVISION PERMIT TOTALS



BUILDING DIVISION PERMITS

In 2019 our single family housing numbers continued to trend down. This was predicted and consistent with national averages. Construction will follow trends, and in 2019 construction prices became high, with new tariffs and taxes on steel.

The charts below provide a comprehensive overview of the permit activity over a 5-year period. 1st quarter of 2020 is included in these charts to illustrate the increased permit valuations. This increase is primarily due to an increased availability of completed lots that are ripe for development. A tracking matrix is also maintained by Development Services staff that provides a map and list of all permit activity on a quarterly basis. This matrix can be found at the following link: <http://www.cityofloveland.org/departments/development-services/building-division/monthly-building-permit-statistics/building-division-graphs-maps>



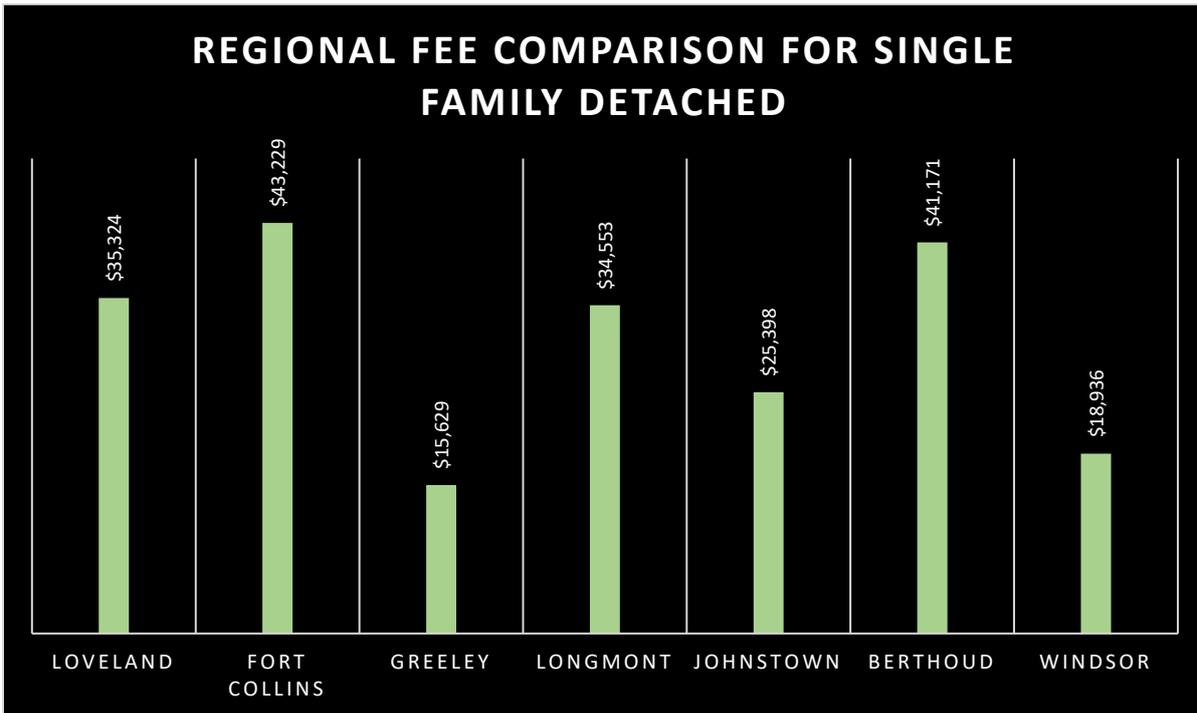
BUILDING DIVISION FEE COMPARISONS



BUILDING DIVISION FEE COMPARISON - SINGLE-FAMILY DETACHED

The graph below illustrates a regional comparison of the single-family detached building permit and capital expansion fees. Building staff contacted these peer communities and provided a set of parameters in order to properly compare the required fees, as illustrated in the footnote below. The fees illustrated were generated by the Building Department/Division of each jurisdiction.

As illustrated, the Loveland fees are similar to Longmont, and lower than Fort Collins and Berthoud. The current fees are in alignment with the current trends in the Northern Colorado region, and are considered to be moderate in the current building market. If you would like to learn more about the breakdown of these numbers, please contact us at 970-962-2505.



All cities based single-family residential fee estimates on the same criteria of: SB R-3 10,000sf lot 2000 sf dwelling (1) 3/4" water meter 150 amp electrical service Electrical - \$4,935 Mechanical- \$4,935 Plumbing - \$6,578 Total: 207,840

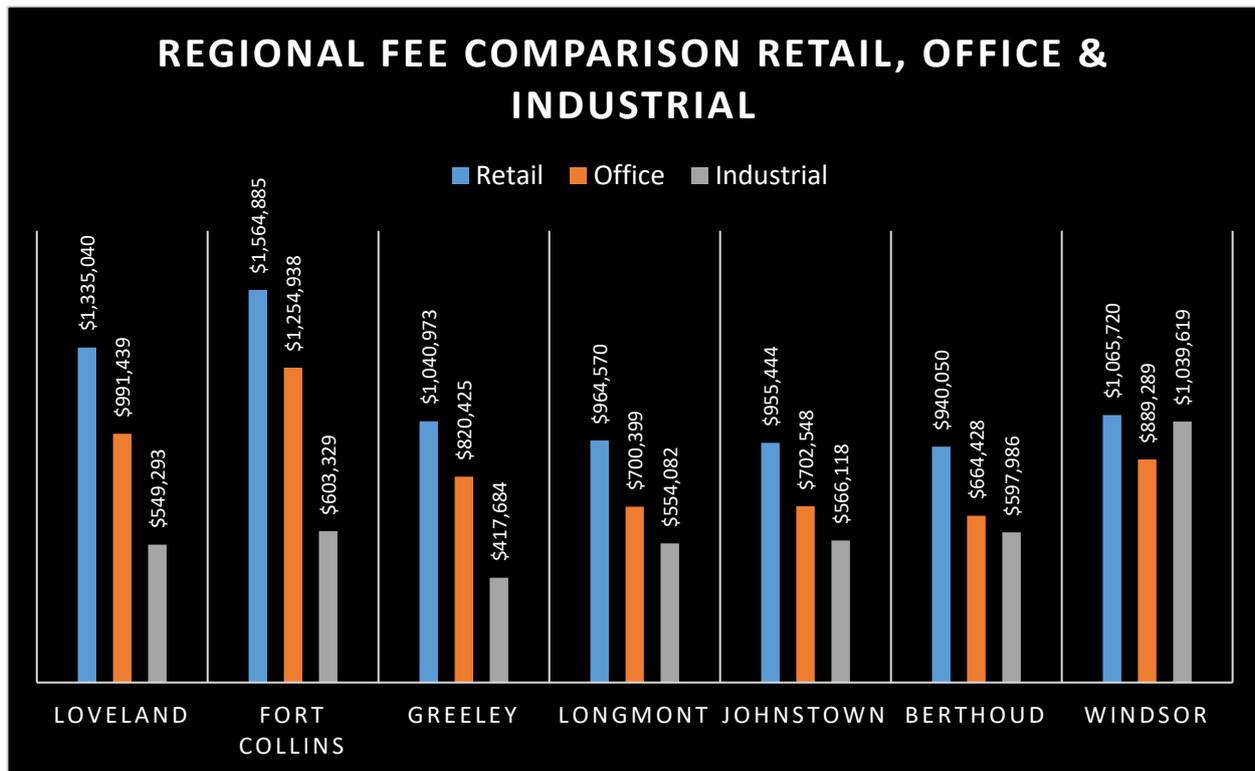
BUILDING DIVISION FEE COMPARISONS



BUILDING DIVISION FEE COMPARISON - RETAIL, OFFICE AND INDUSTRIAL

The graph below illustrates a regional comparison of the retail, office and industrial building permit and capital expansion fees. The same process was followed for this data as was followed for the single-family detached fee comparisons. All fee numbers were produced by the Building Department/Division of the applicable jurisdiction.

The graph illustrates that Loveland's retail and office fees are slightly higher than other peer communities, with the exception of Fort Collins. The industrial fees are among the lowest in the region. If you would like to learn more about the breakdown of these numbers, please contact us at 970-962-2505.



All cities based retail fee estimates on the same criteria of:
 100,000sf shopping center (1) 3" water meter 2B M 9.1827 acres
 Electrical - \$449,000 Mechanical- \$449,000 Plumbing - \$778,000 Total: \$14,972,000

All cities based office fee estimates on the same criteria of:
 100,00sf general office building, (1) 3" water meter 2B B 15.30 acres
 Electrical - \$350,000 Mechanical- \$350,000 Plumbing - \$563,700 Total : \$10,840,000

All cities based industrial fee estimates on the same criteria of:
 100,000sf warehouse building, (1) 3" water meter 28 F-1 , 15.30 acres
 Electrical - \$460,000 Mechanical- \$460,000 Plumbing - \$625,000 Total : \$8,694,000

CURRENT PLANNING DEVELOPMENT REVIEW APPLICATIONS



DEVELOPMENT REVIEW TEAM APPLICATIONS

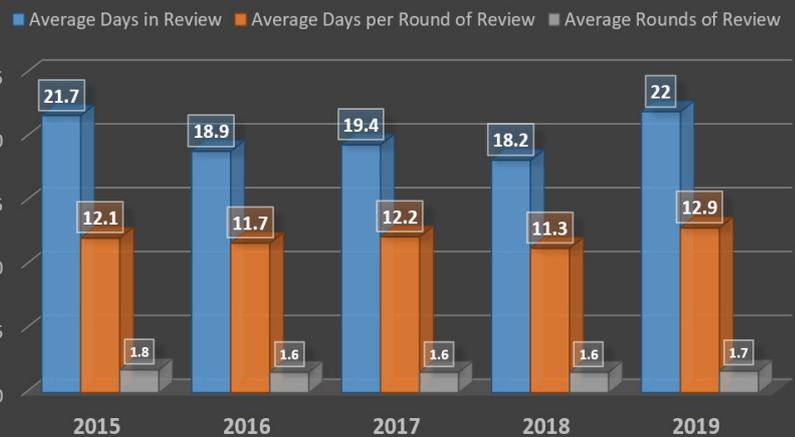
The Current Planning Division coordinates the City’s development review process, working with the multi-department Development Review Team to process applications that include annexations, rezoning, site development plans, subdivision plats, utility design and related development requests. As the accompanying chart indicates, the volume of new applications submitted in 2019 was virtually unchanged from the two previous years. Site Development Plans are the most common application type; 66 SDPs were submitted in 2019, which doubled the volume submitted in 2018.

The Development Review Efficiency chart tracks the application processing efficiency of the Development Review Team (DRT). The average number of working days applications were actively undergoing City review increased to 22 days in 2019. There was a comparable increase in the average number of working days for each round of review by the DRT. Staffing reductions and implementation of the newly-adopted Unified Development Code likely attributed to the somewhat reduced efficiency levels.

APPLICATIONS PROCESSED BY THE DEVELOPMENT REVIEW TEAM



DEVELOPMENT REVIEW EFFICIENCY



PROJECT HIGHLIGHTS

Project highlights from 2019 include:

- **Completion of The Foundry in Downtown Loveland.**
- **Approval of the 9,500 sf Police and Courts building expansion.**
- **Approval of the 123,000 sf Amazon building in the Centerra Industrial district.**

CURRENT PLANNING APPLICATIONS AND PRE-APP SERVICES



CURRENT PLANNING APPLICATIONS

Certain application types are reviewed exclusively by the Current Planning Division. These include sign permits, variances, administrative variations, and zoning verification letters. In 2019, there was an uptick in such applications, especially in sign permits. In 2019, 161 sign permits were issued, significantly exceeding the average of 100 permits annually in the two previous years. New and relocating businesses represent the majority of sign permit customers.

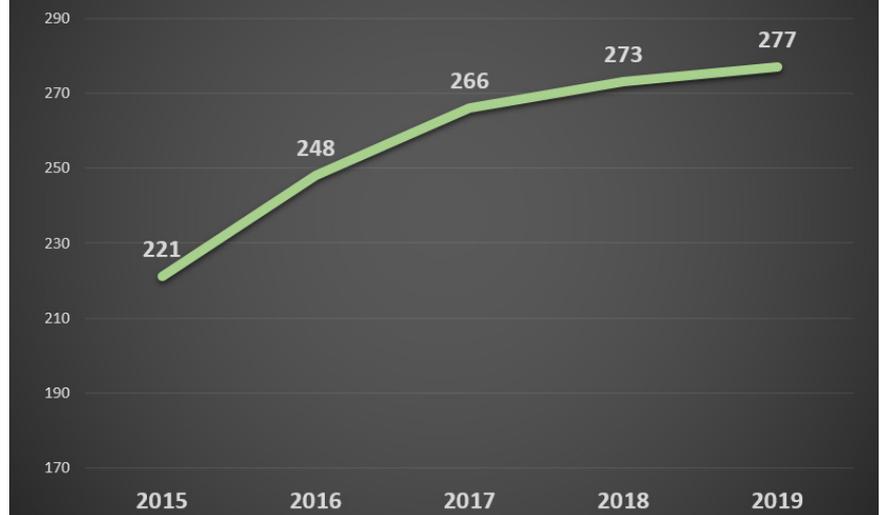
APPLICATIONS PROCESSED BY CURRENT PLANNING ONLY



CURRENT PLANNING PRE-APPLICATION SERVICES

Services offered by the Current Planning Division and the Development Review Team have been increasing for five straight years. This upward curve reflects the growing emphasis on customer service and the special attention given to small businesses and others who are not professional developers. Services include concept review meetings, consultations, neighborhood meetings, and project meetings for applicants already in the review process. All of these services are provided at no charge. A strong effort is made to help applicants navigate and succeed in the review and approval process.

PRE-APPLICATION SERVICES



CURRENT PLANNING CONTINUED



PLANNING COMMISSION

The nine-member Planning Commission is tasked with the review of City plans, policies and code provisions relating to land use and growth. The Commission provides recommendations on these matters to the City Council. The Commission also conducts public hearings on certain development proposals, in many cases serving as the final decision-making authority.

The Planning Commission Agenda Items chart indicates that the Commission’s workload was essentially equivalent to the 5-year average. The accompanying bar chart breaks down the Commission’s activity level into three categories. There was an expectation that the number of public hearings would diminish following adoption of the Unified Development Code (UDC), as the new code gives increased authority to staff and reduces the need for public hearings. However, this expectation did not materialize in 2019 as the number of public hearing matched the five-year average. A longer horizon will be needed to determine whether the UDC has achieved the goal of expediting development approvals.



CURRENT PLANNING INSPECTIONS

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 landscaping installation is consistent with approved plans. The accompanying chart indicates a declining number of inspections over a four-year period. The inspection levels reflect a decrease in residential home building, and a less significant decline in commercial inspections.



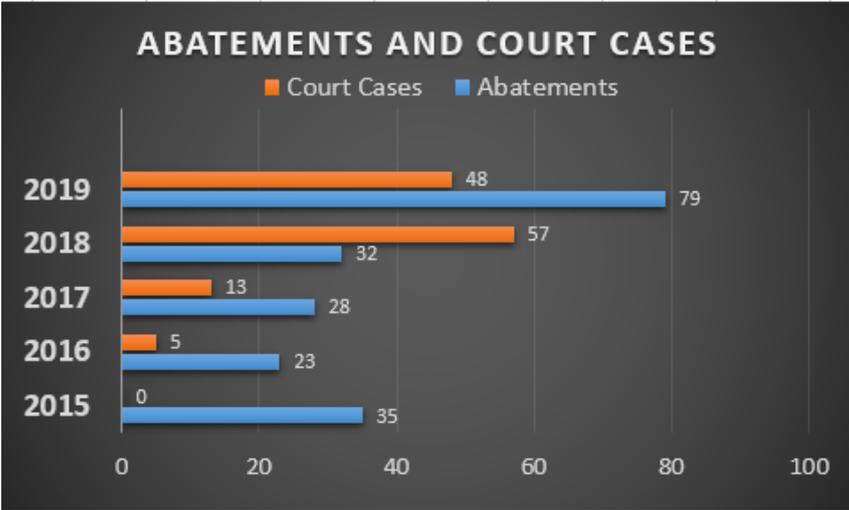
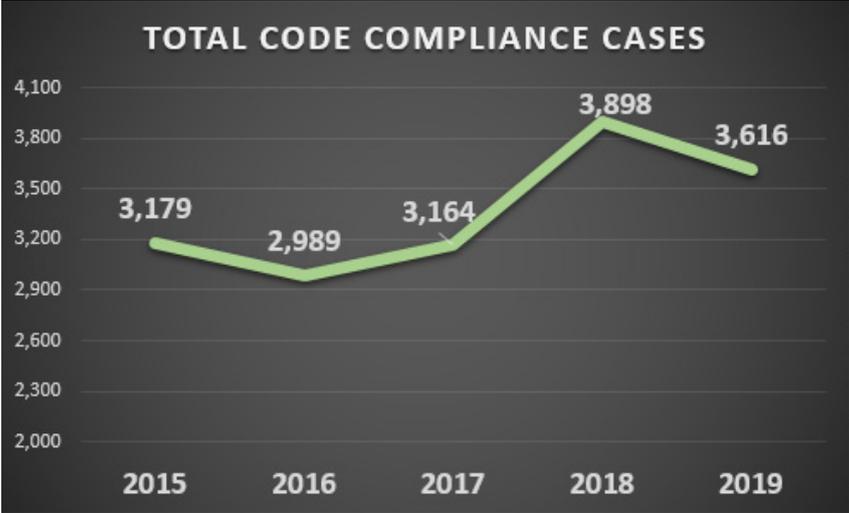
CODE COMPLIANCE



CODE COMPLIANCE CASES

The Code Administration office, consisting of two fulltime officers and a seasonal weed specialist, enforces nuisance regulations which address weeds, trash, inoperable vehicles and the general upkeep of property. When violations are determined, the officers open a case file and the property owner is issued a notice of violation. There were 3,616 cases in 2019, well above the 5-year average of 3,369 as shown on the accompanying chart.

The second chart, Abatements and Court Cases, indicates cases where compliance does not occur voluntarily. In such instances, notices of abatement or court summons are issued. Abatements are completed by contractors hired by the City with invoices sent to the property owner to obtain financial recovery. Summons to Municipal Court are issued when abatement is impractical. In 2019, there were 127 compliance cases where voluntary compliance was not achieved. Overall, the Code Administration office achieved a 96.5% voluntary compliance rate.



HISTORIC PRESERVATION HIGHLIGHTS



2019 HISTORIC PRESERVATION PROGRAM HIGHLIGHTS

1. Hosted Northeast Colorado Regional Historic Preservation Forum January 2019.
2. Kelly House awarded National Register designation.
3. Held 6th Annual Historic Preservation Event, Tour de Pants, including an educational bike ride and festival.
4. Appointed Jay Ward as 5th High School Historic Preservation Commissioner.
5. Celebrated almost 1,000 followers on Instagram account.
6. Partnered with Loveland Historical Society and Omnitrix on moving the Great Western Railway Depot to City Property. Plan has been created and fundraising is underway.
7. Approved loan application for porch restoration for historic property on Washington Avenue.
8. Commissioner Zach Askeland created and printed Cut & Assemble Your Own Great Western Railroad Depot educational booklet.
9. Selected and mentored two interns, one completed historic inventory on local English Carriage house, the other began development of Downtown design standards document to be completed in 2020.
10. Promoted Historic Preservation at annual Boards & Commissions event.
11. Created Partners In Preservation organization for interested citizens to collaborate on preservation and history events.
12. Received \$21,200 in grant funding to begin historic survey of Germans from Russia immigrants and Sugar Beet Industry in Loveland. Due to be completed in 2020.

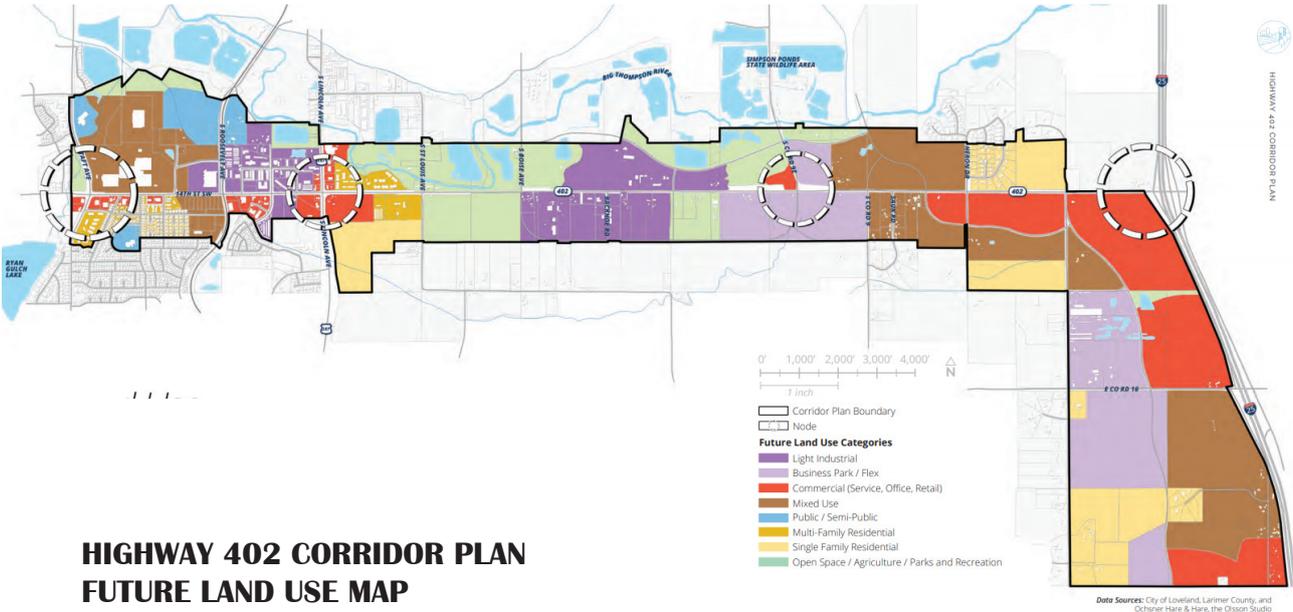


STRATEGIC PLANNING PROJECTS



HIGHWAY 402 CORRIDOR PLAN

The Highway 402 Corridor Plan was completed and adopted by City Council on October 15, 2019. This corridor plan was developed over an 18 month period with extensive community involvement and intergovernmental coordination. The key outcome of this process is a Future Land Use Plan for the corridor that recognizes both its potential as the southern gateway into Loveland while also including tools to protect its unique rural character and natural resources. The exhibit below provides a visual of the completed Future Land Use Map.



<http://www.cityofloveland.org/departments/development-services/community-strategic-planning/highway-402>

2020 Census Preparation

The City of Loveland participated in the Census 2020 LUCA (Local Update of Census Addresses) Appeals/Feedback Program, Census 2020 New Construction program and the Census BAS (Boundary and Annexation Survey) 2019 all completed by the fall of 2019 to ensure the US Census data for the City of Loveland addresses is complete for the implementation of the Census 2020.

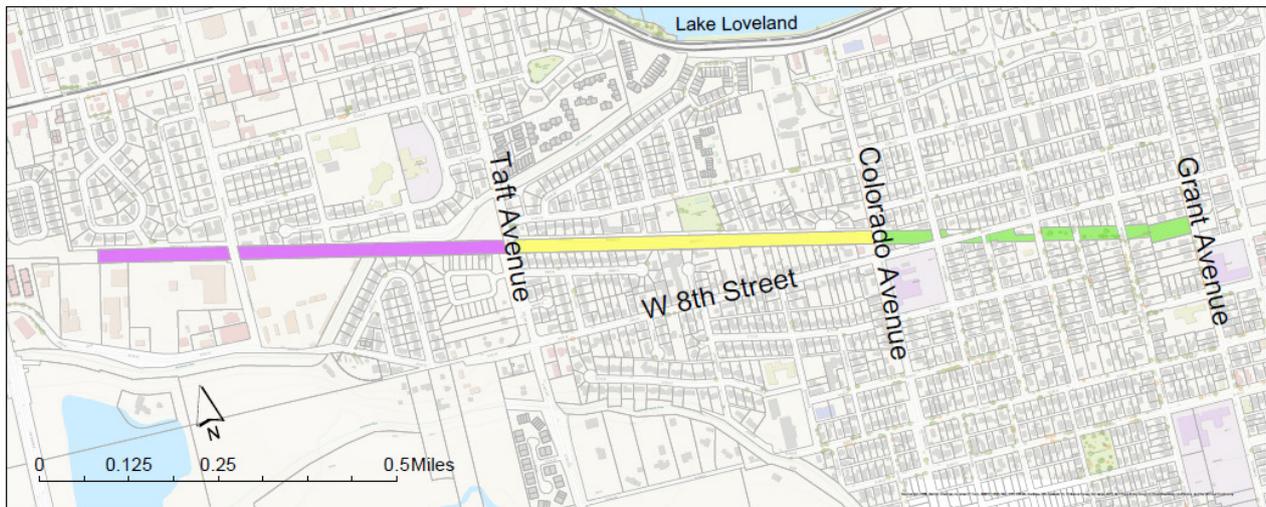
STRATEGIC PLANNING PROJECTS CONTINUED



ARKIN'S BRANCH

The Arkin's Branch is an abandoned rail line in the center-west of Loveland that is under city ownership. Throughout the years, adjacent property owners have encroached on the Arkin's Branch, using it for such purposes as gardening and parking of vehicles. The city has not had a formal policy on this type of use, which has presented challenges for code enforcement. In 2019, staff conducted the necessary research for development of an encroachment policy and permitting process for encroachments on the Arkin's Branch. Staff expects to finalize and implement the policy and process in 2020. The map below illustrates the location of Arkin's Branch as well as the proposed usage areas.

ARKINS BRANCH USAGE AREAS



ALLOWED USES:

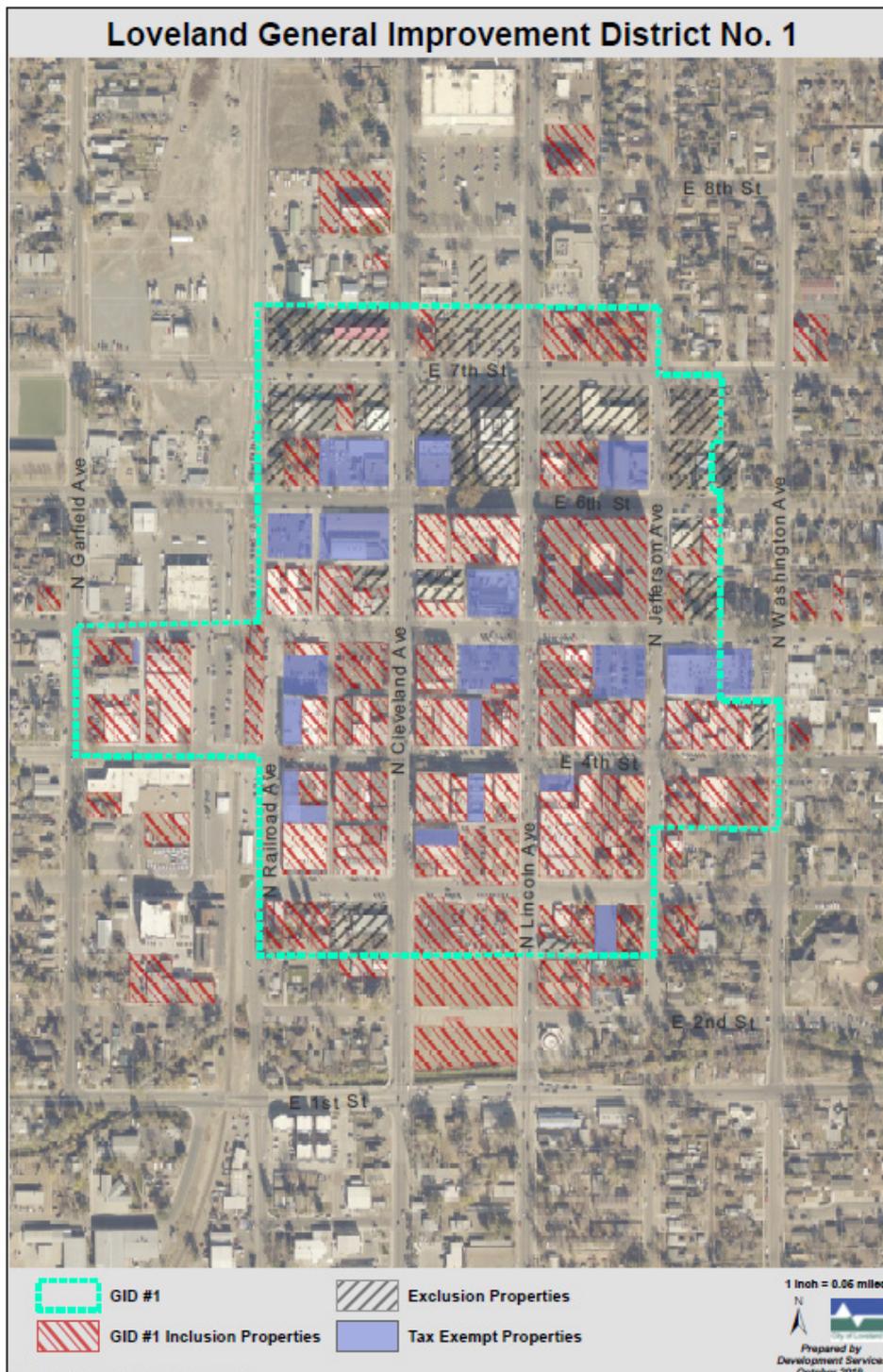
TAFT AVE TO WEST END	COLORADO AVE TO TAFT AVE	GRANT AVE TO COLORADO AVE
<ul style="list-style-type: none"> a. No gardens b. No vehicle access or parking c. No trees d. No structures 	<ul style="list-style-type: none"> a. Vehicle access b. Vehicle and RV parking c. Gardens d. No trees 	<ul style="list-style-type: none"> a. Vehicle access b. Vehicle and RV parking c. Gardens d. Structures that are mobile e. No trees

STRATEGIC PLANNING PROJECTS CONTINUED



DOWNTOWN GID RESEARCH AND INVENTORY

GID #1 Research and Inventory project included a timeline summary from the initial adoption of the Loveland GID #1 to the current status. This also resulted in a comprehensive inventory of the properties within the GID and which properties are excluded from the district, completed in coordination with the Larimer County Assessor's Office.

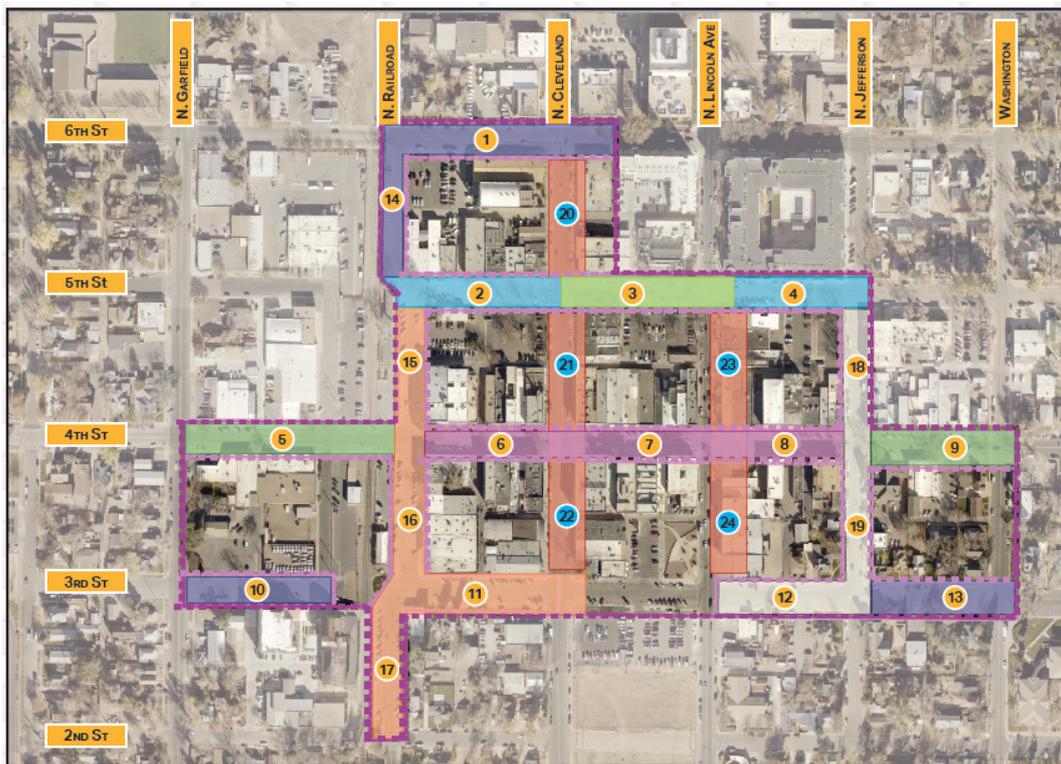


STRATEGIC PLANNING PROJECTS CONTINUED



HIP STREETS INFRASTRUCTURE INVENTORY

In 2018, City Council directed staff to complete a well-rounded Infrastructure Assessment to gain a full understanding of the below-ground needs of Loveland’s HIP Streets Core Area. The team tasked with achieving this assessment consists of staff members from Planning, Risk Management, Traffic and the Downtown Development Authority. Assessed infrastructure included storm pipelines, waterlines, sanitary sewer lines, overhead power, lighting, and street signage. The analysis determined that the overall implementation costs of the HIP Streets Modernization Plan will be roughly \$40 million. The plan also prioritizes the implementation strategies, which includes a pilot project in a highly visible location, and a plan for all remaining improvements, as shown on the exhibit below.



- HIP Streets core block number
- Areas added for infrastructure assessment only
- HIP Streets boundary
- HIP Streets core area
- Pilot Project - Block(s) 3
- Project 1 - Block(s) 6, 7, 8
- Project 2 - Block(s) 11, 15, 16, 17
- Project 3 - Block(s) 2, 4
- Project 4 - Block(s) 5, 9
- Project 5 - Block(s) 12, 18, 19
- Project 6 - Block(s) 20, 21, 22, 23, 24
- Project 7 - Block(s) 1, 10, 13, 14

HIP STREETS PRIORITIZATION

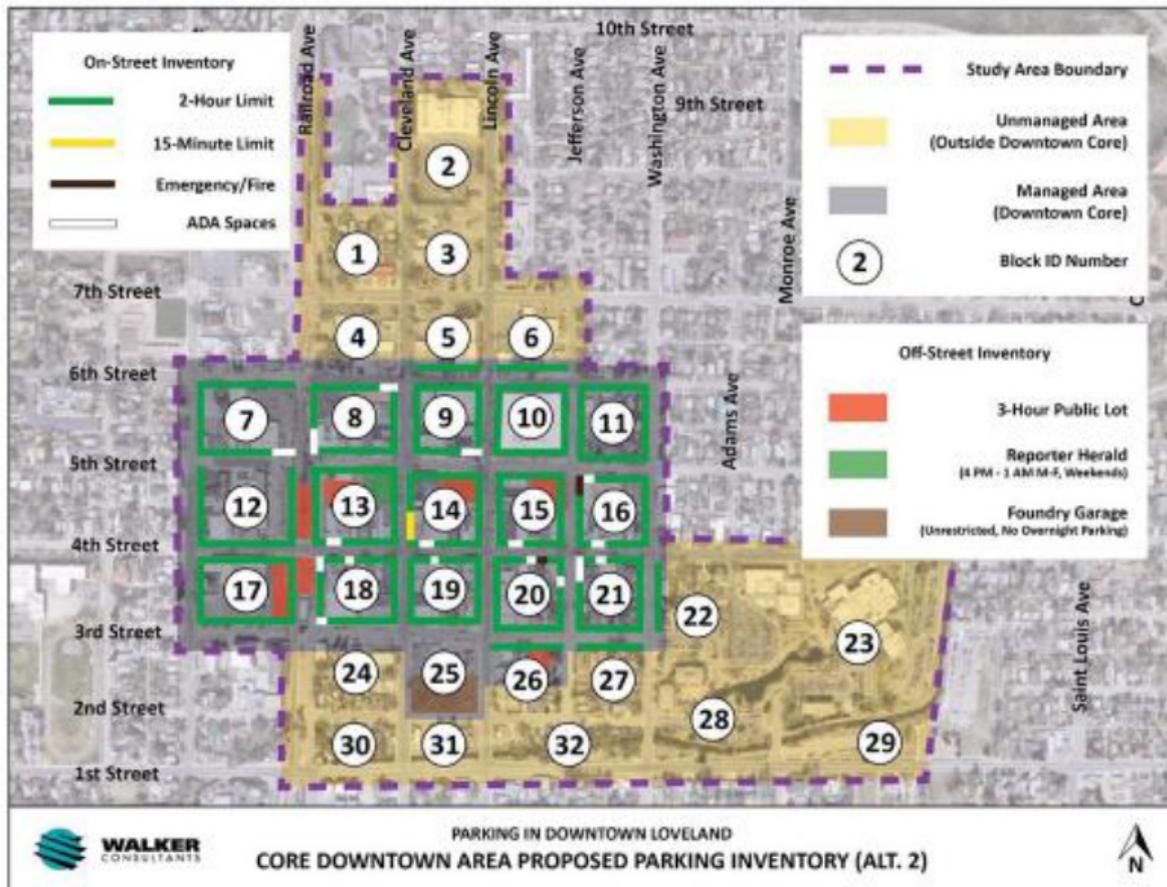
<http://www.cityofloveland.org/departments/development-services/community-strategic-planning/hip-streets>

STRATEGIC PLANNING PROJECTS CONTINUED



DOWNTOWN PARKING STUDY AND MANAGEMENT PLAN

The Downtown Parking Study and Management Plan was completed by Community and Strategic Planning staff and their consultants in 2019. This two part planning project began with a detailed inventory of parking downtown and analysis of occupancy and space turnover. A management plan was developed with recommendations for increasing turnover in short-term spaces that would benefit ground floor retail and service businesses and educating the public about appropriate locations for long-term parking. Longer term recommendations include permitted and paid parking in the future if necessary. Downtown parking maps and signage will likely take place in 2020. The exhibit below illustrates the proposed boundary and parking lots for increased turnover parking.





**410 E. 5th Street
Loveland, CO 80537**

**Planning Main Line: (970) 962-2523
Building Main Line: (970) 962-2505**

[cityofloveland.org/ departments/development-services](http://cityofloveland.org/departments/development-services)

