

Planning Commission

Agenda

**January 9, 2025
City Hall, Council Chambers
749 Main Street
6:30 PM for Regular Meeting**

Members of the public are welcome to attend and give comments remotely.

- 1) You can call in to +1 253 215 8782 or +1 346 248 7799 Webinar ID # 823 1948 7837 Passcode 773858**
- 2) You can log in via your computer. Please visit the City's website here to link to the meeting: www.louisvilleco.gov/planningcommission**

The Commission will accommodate public comments during the regular meeting. Anyone may also email comments to the Commission prior to the meeting at: planning@louisvilleco.gov

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes – September
5. Public Comment on Items Not on the Agenda
6. New Business
 - a. **Housekeeping Informational Items** (no vote needed):
 - i. 2025 Open Government Pamphlet
 - ii. Rules of Procedure
 - b. **Housekeeping Voting Items:**
 - i. Election of Officers for 2025
 - ii. Approval of Posting locations for Agendas

Persons planning to attend the meeting who need sign language interpretation, translation services, assisted listening systems, Braille, taped material, or special transportation, should contact the City Clerk's Office at 303 335-4536 or MeredythM@LouisvilleCO.gov. A forty-eight-hour notice is requested.

Si requiere una copia en español de esta publicación o necesita un intérprete durante la reunión, por favor llame a la Ciudad al 303.335.4536 o 303.335.4574.

iii. Approval of Expected Planning Commission 2025 Meeting Dates

- c. **Comprehensive Plan Discussion:** Report back on recent community engagement and discussion of the Plan's future land use policies.
- 7. Planning Commission Comments
 - 8. Staff Comments
 - 9. Select Items Tentatively Scheduled for Future Meetings
 - a. Accessory Dwelling Units Ordinance Updates (February 13)
 - b. Inclusionary Housing Ordinance Updates (February 13)
 - c. Coal Creek Village Mixed Use Development (TBD)
 - 10. Adjourn

Planning Commission

Meeting Minutes

September 12, 2024

City Hall, Council Chambers

749 Main Street

6:30 PM

Call to Order – Chairperson **Brauneis** called the meeting to order at 6:30 PM.

Roll Call was taken, and the following members were present:

Commission Members Present: Steve Brauneis, Chair
Jeff Moline, Vice Chair
Debra Baskett, Secretary
David Bangs
Cullen Choi
Jonathan Mihaly

Commission Members Absent: Jennifer Hunt

Staff Members Present: Jeff Hirt, Planning Manager
Matt Post, Senior Planner
Cameron Fowlkes, City Engineer
Ben Jackson, Planning Clerk

APPROVAL OF AGENDA

Motion to approve the agenda was moved by **Moline**, seconded by **Mihaly**, and adopted by voice vote.

APPROVAL OF MINUTES

Motion to approve the minutes for the June 2024 meeting was moved by **Baskett**, seconded by **Choi**, and adopted by voice vote.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Tamara **Kranz**, a Louisville resident, submitted a request to make a comment on items not on the agenda, specifically regarding the comprehensive plan update. She wanted to point out the change made to the original vision statement after the first round of public input. The original statement was: "Louisville is committed to a healthy, equitable, resilient, and sustainable community," and it also included the phrase "where we preserve our small-town character." However, this was later revised and approved by the City

Council on September 3rd. The new vision statement removed the reference to "preserve our small-town character" and instead added: "to create, evolve, and adapt to change, while respecting our past and supporting our high quality of life."

Kranz expressed her appreciation for the committee's initial outreach to the community when they asked for input on what "small-town feel" meant. She said they received a lot of interesting responses. Kranz then urged the committee to go back to the community when discussing the new vision statement and ask, "What do we mean by 'evolve and adapt to change'?" She emphasized the importance of community input in shaping the comprehensive plan.

PUBLIC HEARING ITEMS – NEW BUSINESS

- a) **PUD Amendment – 947 Pine:** The reason of the hearing is to received evidence on the application materials providing an open forum for all interested parties who wish to comment on this before the Planning Commission. The notice has been satisfied.
- b) **Preliminary PUD Amendment, Preliminary Plat land use exhibit Amendment rezoning and special review use – 1032, 1034, 1040 East South Boulder Road:** The purpose of the hearing is to received evidence regarding the application materials providing an open forum for all interested parties who wish to comment on this before the Planning Commission.

PUD Amendment – 947 Pine

Staff Presentation:

Post explained that the agenda item for the night was a request for approval of Resolution 9, Series 2024, which recommended approval of a request for a Planned Unit Development (PUD) amendment with a special review use. This amendment would allow a bar and restaurant with outdoor dining and miniature golf at 947 Pine Street, otherwise referred to as Birdie Bar in the application materials.

Commissioner Questions of Staff:

Bangs asked whether the existing building itself, not the sign, had been analyzed for historic status. Post responded that there was no knowledge of that and suggested that the applicant could likely provide more information regarding any exploration of historic preservation. Bangs' second question was about a couple of addendums to the packet that were recently added, and whether there had been any public comments on this item.

Post responded that there had been no public comments.

Moline inquired about the sound regulations and whether they were consistent with those for all of downtown.

Post explained that the City's nuisance regulations would apply.

Applicant Presentation:

Sonya Starr, a Brighton resident, is the co-owner of Birdie Bar, along with Mike Starr and Amy and Fanny Gryzmala. Starr explained that the goal of Birdie Bar was to create a warm and inclusive environment that brought together all types of community members, including families, professionals, golfers and non-golfers, groups of friends, and co-workers, providing a space where everyone could come together and enjoy that corner of the city.

Birdie Bar would feature state-of-the-art golf simulators, an elevated food and beverage program, and the ability to host tailored events, including nonprofit fundraisers, private parties, and golf-related events. The vision was to create a professional yet approachable vibe that would appeal to families and a wide range of groups.

Carolynne White, from Brownstein Hyatt Farber Schreck with offices in Denver, addressed the review criteria. White began her presentation by outlining the two sets of criteria: the special use review criteria and the Planned Unit Development (PUD) criteria. She noted that they had submitted a letter to staff as part of the application packet, which addressed all of the special use review criteria in detail. White also emphasized that the application met all of the criteria for both the PUD and the Special Review Use (SRU), agreeing with staff's analysis and the staff report on the matter. Additionally, she discussed how the proposal aligned with the comprehensive plan and how it furthered the goals outlined in that plan.

Commissioner Questions of Applicant:

Choi asked two questions: The first one was about the conceptual designs, specifically about the addition to the east, and its use as a mechanical room to serve the space.

Starr responded with a yes, it is a mechanical room, also some storage. Some of our electrical and A/V kind of sound equipment will be in there as well. We'll probably store miniature golf equipment in there too.

Choi followed up with: the mechanical equipment for the building will be contained in that addition on the east, and nothing will be outside or roof-mounted.

Justin Fries, with Studio DH Architecture in Golden, answered the question: There will be some rooftop units; there is rooftop screening provided in the design. The east entry is also going to be where our fire riser room is, for the fire sprinkler and storage.

Choi's second question is about the proposed lighting, and if there is going to be a controlled lighting system.

Starr explained that the goal is to be compliant with the lighting regulations. We'll have shielded lights for those, and then the festivals will be managed.

Basket's question is about the alley located on the west side of the building, more specifically the door on the west side.

Starr explains that that is the alley between 947 and Henry's, and the door is intended to be used by the bar staff to take out trash.

Starr explained how they can also have deliveries come to the alley.

Bangs' question is about the landscape plan and the intent behind the trees along the west line.

Chris March, from Seven29 in Littleton, answered the question, explaining how the trees are small evergreen trees.

Moline asked about the disposition of any kind of underground storage tank, given that the property was a former gas station.

Starr explained how they removed the tanks back on March 11th without any issues.

Public Comment:

None.

Applicant Closing Statement:

Starr thanked the commission for the opportunity to present their vision and ideas for this corner and expressed that they were very much looking forward to opening day and contributing to the vitality of downtown.

Staff Closing Statement:

No additional comments.

Discussion by Commissioners:

Basket was excited about the proposal and the synergy it would create with other local businesses, as well as its proximity to downtown and its potential to extend walkability. Basket thought they had come up with a very creative solution for parking.

Mihaly was also very excited about the proposal and resonated with the comment about the strong synergy with other establishments in the area. Mihaly also believed it was an improvement in almost every way.

Choi also liked the proposal, believing it would be a great project. He appreciated the sustainability and efficiency measures incorporated into the design, such as the pergola on the south side, which would make the space more comfortable and reduce the overall cooling load in the building.

Bangs appreciated the presentation and the comprehensive outline, recognizing all the thought that had gone into it. He noted that it was certainly new and different, and he believed the town would benefit significantly. He saw it as a substantial improvement.

Moline concurred with all his fellow commissioners' comments and with the staff's comments, supporting the waivers and all the criteria.

Brauneis was also in support of the proposal and found the setbacks to be appropriate. He was particularly excited about the reuse of the existing building and the preservation of the historic sign.

Brauneis moved to make the motion. **Choi** moved to approve Resolution 9, Series 2024, recommending approval for a PUD Amendment and Special Review Use for 947 Pine Street, seconded by **Mihaly**.

**Preliminary PUD Amendment, Preliminary Plat Land Use Exhibit Amendment
Rezoning and Special Review Use – 1032, 1034, 1040 East South Boulder Road:**

Staff Presentation:

Post started his presentation by explaining the item, which was Resolution 10, Series 2024, recommending approval of the Coal Creek Village Preliminary Planned Unit Development (PUD), Preliminary Plat, Rezoning, Land Use Exhibit Amendment, and Special Review Use. Post noted that the commissioners had received an addendum in their staff packet, which included public comments received before the packet was published, as well as additional comments that came in the addendum.

Post explained that the application had first been received in 2021. The applicant's request was for 188 dwelling units and 13,534 square feet of commercial space on 10.7 acres. The applicant also requests a rezoning from Commercial Community Mixed-Use (CC-MU) and Residential Medium Density (R-M) to Residential Mixed-Use (MU-R). The last item was a request for a special review to allow multifamily residential units on the ground floor in the MU-R zone district.

The property is in the Highway 42 Revitalization Area and the Highway 42 Urban Renewal Area.

Staff Recommendation:

Staff recommended approval of an ordinance rezoning portions of Caledonia Place Subdivision Plat from CC-MU and R-M to MU-R and Amending Exhibit A, Land Use Exhibit, Referenced in LMC Chapter 11.14.

Staff recommend approval of Resolution 10, Series 2024 for approval of the coal creek village preliminary PUD and Plat with the following conditions:

- 1) The applicant will work with staff in the final PUD process to redesign the proposed sidewalk and right-of-way improvements adjacent to South Boulder Road.
- 2) The Final PUD shall comply with Colorado SB24-005, which will prohibit local governments from allowing the installation of nonfunctional turf as defined and outlined in the bill.
- 3) In the Final PUD, the process shall provide all necessary evidence to support their request to satisfy the Inclusionary Housing provision of LMC sec. 17.76, including a Voluntary Alternative agreement or other agreed upon Options to Satisfy in accordance with LMC Sec. 17.76.050.

Commissioner Questions of Staff:

Mihaly asked about traffic flow and how it would interface with the existing South Boulder Road and Highway 42.

Post answered, agreeing with Mihaly, and explained that the median improvements on South Boulder Road are directly north of the proposed access point. He noted that the traffic study didn't recommend any additional improvements. Post also mentioned that the City had adopted the Future 42 Plan, which is a comprehensive public improvement document that includes proposals for signalized intersections. This plan also considers the build-out of the Highway 42 Revitalization Area. As a result, Post didn't believe any additional improvements were proposed for South Boulder Road.

Bangs asked about Post's earlier statement that the Front Street connection was approved back in 2016, noting that it had been approved when the development—or the PUD—was tentatively approved for 51 or 55 dwelling units, with 51 units being the final count.

Post confirmed that was correct.

Bangs expressed concern about this.

Moline's question was also about circulation and concerns regarding the Front Street connection to Griffith from neighbors and others. He asked what Public Works would consider if Front Street wasn't allowed to connect to Griffith, particularly in terms of having enough access points for the subdivision.

Post asked Cameron Fowlkes, the City Engineer, to answer the question.

Fowlkes explained how critical the connection between Front and Griffith is. He noted that if the Front Street connection wasn't made, having only three access points would make it very challenging for people leaving the building, particularly for those heading west toward Boulder. Therefore, Public Works considered the Front Street connection to be crucial to the development, and without it, the project would need to be re-evaluated from the beginning.

Baskett asked staff to elaborate on the sidewalk reduction along South Boulder Road and Highway 42.

Post clarified that the 5-foot reduction would not apply and would not be supported for South Boulder Road. He also mentioned that the applicant was requesting an 8-foot reduction. Regarding Highway 42, a closer look would need to be taken during the

improvement planning process, but Post indicated that it was unlikely the 5-foot reduction would be supported there either.

Choi asked about the traffic impacts on the broader area, particularly given the lack of a left-out onto South Boulder Road. He wondered if any consideration had been given to that issue.

Fowlkes said they hadn't explored that specific subject yet. He mentioned that Canon Circle did have a left-out, and that future traffic restrictions would be considered as the development progressed.

Choi asked for clarification regarding the inclusionary housing issue, noting that the applicant wanted to pursue the Voluntary Alternative Agreement. He pointed out that the staff presentation recommended that "the applicant can choose between the Voluntary Alternative Agreement or the Inclusionary Housing Agreement."

Post explained that the exact arrangement was still to be determined but had been brought up in the meeting due to how long the matter had been under review by staff.

Bangs asked whether the decision on which agreement to follow would affect the fiscal analysis.

Post confirmed that it would, but that the fiscal analysis would need to be re-run based on whichever agreement was selected.

Brauneis asked about the language in the city ordinance regarding the 12% of units required for inclusionary housing, noting that the language seemed somewhat broad.

Post explained that the ordinance provided multiple options for satisfying the inclusionary housing requirements, and the language was intended to allow flexibility in meeting the goals.

Brauneis asked if the ordinance could be satisfied by including micro-units.

Post responded that if the applicant were proposing to include 12% of units for inclusionary housing, those units would likely need to be similar in size and design to the other units on the site. Staff would not accept micro-town homes as part of the 12%, since they would not be considered comparable to the other units in the development.

Bangs asked about the setbacks, specifically about the request for setbacks to be anywhere from 6 to 20 feet in relation to fire mitigation, and whether a 6-foot setback would be acceptable.

Post responded that, from a fire mitigation perspective, Planning wouldn't review or approve setbacks until the building permit stage. However, Louisville Fire Protection had reviewed the proposal for emergency access and had no additional comments at this point.

Moline asked about the rezoning to MU-Residential, specifically how it was required to have two distinct uses, which he believed would be residential and commercial.

Post agreed with Moline's statement.

Applicant Presentation:

Joel Weikert, a non-resident and landscape architect with Ripley Design, introduced the presentation to the applicant. He explained the proposed design, providing background on the history of Coal Creek Village and the site context.

Commissioner Questions of Applicant:

Baskett asked whether the townhomes would have private backyards. **Weikert** responded that no, the space would mainly be taken up by the driveway.

Brauneis asked if there was any data on the square footage of the units.

Choi asked about the drainage for the site, given the large amounts of impermeable surfaces, and whether there was any consideration given to reducing some of the impermeable surface area, particularly because of the amount of parking space the project would require.

Jason Markell, a civil engineer and non-resident, answered the question regarding parking. He explained that there would be parking in the townhomes at the grade level (two spots per townhome) and additional field parking. The design would include 24 extra parking spaces beyond what is required by code.

Choi also asked about the process for snow removal, noting that the plans didn't seem to address this issue.

Markell explained that they would typically have designated snow removal areas on the south side of the mixed-use area, which would take up a few parking spaces.

Choi asked if this plan aligned with the overall grading plan, particularly in terms of snow melting off and water quality management.

Markell responded that, as far as water quality was concerned, they had run the necessary calculations with the pocket park and were satisfied with their water quality management plan.

Markell addressed Brauneis' question, explaining that the square footage for the units ranged as follows: approximately 900 sq. ft. for 2-bedroom units, 400-500 sq. ft. for 1-bedroom and studio apartments. For the townhomes, there would be a few different configurations, with sizes ranging from 1,200 sq. ft. to 1,600 sq. ft. The micro-town homes would range between 300 and 400 sq. ft. Markell also mentioned the success they had seen with small properties due to the ongoing housing crisis and the issue of affordability in Louisville. He explained some confusion regarding the 80% AMI (Area Median Income) Affordable housing units, noting that there was no need for a deed restriction because many of the properties fell below the amount of a deed-restricted property.

Baskett asked about provisions for electric vehicle (EV) charging for the multi-unit buildings.

Weikert responded that this would need to be further examined, especially given the evolving EV charging standards.

Bangs asked about the impact of the pocket park on traffic flow, asking whether the private alley would essentially function as a road.

Markell explained that there were a few different egress points for the alley. For the residents to the east of the pocket park, their exit would be via either Canon Circle or the private alley.

Bangs asked for clarification on the definition of a private alley, and whether the alley would essentially function as a road or if it was proportioned to be an alley.

Markell explained that the alley was sized according to the required aerial access and the traffic that would be utilizing it.

Bangs asked if the residents would perceive the private alley as a road or if they would see it as an alley.

Markell explained that they made efforts to “mask” the alley by surrounding it with greenery to avoid it feeling like a strip of asphalt.

Bangs asked if the existing properties on Harper Street will have access to the alley.

Markell said no, because there was a landscape buffer between the private alley and the alley on Harper Street.

Bangs raised concerns about traffic flow and access to Louisville Middle School, asking how detailed the plans were regarding traffic mitigation and pedestrian safety, particularly regarding crossing points and pinch points.

Markell explained that they had included some “neck-down” areas in the plans for traffic calming. They had also conducted a standard traffic analysis along South Boulder Road, including a diesel lane, and had analyzed the crosswalks to ensure they wouldn’t impede pedestrian flow.

Bangs asked if these analyses were specifically for the south end of Front Street as shown in the plans.

Weikert clarified that, on the western side of Front Street, where the alley comes through, there would be a stop sign and a crosswalk as shown in the plans.

Mihaly asked if emergency vehicles would be able to fit in the alleyway.

Weikert confirmed that emergency vehicles would be able to fit, as they had worked with the Fire Marshal to ensure there was adequate space.

Choi asked for clarification on the parking lot shown in the plans, specifically regarding the East and West access points from Canon Circle to Front Street.

Markell confirmed that the parking lot would indeed have access to Canon Circle.

Markell also revisited the question about setbacks, explaining that they were compliant with the International Design Code (IDC) and International Residential Code (IRC).

Brauneis asked about the sidewalk width on Highway 42.

Weikert responded that they were in discussions with the city as part of the highway remodel and that further discussions would take place during the Final PUD process.

Choi asked whether their approach would include ramps, truncated domes, and curb cuts, or if there would be elevated crosswalks.

Weikert said that, as of now, they planned to include truncated domes in the typical crosswalk design.

Public Comment:

Susan Massey, a resident, expressed a desire for more intentionality in the mixed-use area. She also commented on the architecture of the development, noting that it seemed to align more with developments like DLO or Steel Ranch. Massey observed that the design appeared to reduce the massing of the apartments by using about five or six different materials. However, she pointed out that, when compared to the existing townhomes in the area, there wasn't a significant contrast in materials. She suggested that the applicant should aim to better match the character of the neighborhood. Massey also raised concerns about the 34-foot-tall units located along the railway track. She questioned the request for a 20-foot setback waiver, asking whether the proposed height increase would affect solar access for the residents surrounding the development.

Micah Abram, a resident of over 20 years, expressed concerns about the potential impacts the new development could have on the neighborhood's safety, infrastructure, and character. Abram requested that the commission pause the approval process of the preliminary plat for Coal Creek Village until additional discussions and studies could be conducted between the City, the residents, and the developer. He explained that traffic safety and parking were already significant issues in the neighborhood due to the narrow streets, and that the current proposal did not adequately address how the City or the new development would mitigate these concerns. Abram also mentioned that residents of the Louisville (Little Italy) neighborhood had attempted multiple times to initiate a conversation with the developer but had received no responses to their concerns or questions.

Cynthia Corne, resident, echoed the prior residents' comments on the safety and traffic in regards on how it would affect the area if the development is approved. Corne mentioned how the traffic around the drop off time and pick up time at the Middle School starts at Griffith and goes all the way to Main St, where the Middle School is located, and wonders if the development is approved, where would all the traffic go. She also asked about the traffic study mentioned by the developers, and how no resident of Louisville has been giving a copy of it.

Lauren Foster, a resident, speaking on behalf of Joyce Goglio, also a resident, expressed appreciation for the density waiver in the proposal but raised significant concerns about the preliminary plat. Foster noted that the plan proposed bisecting the historic neighborhood with an incomplete road that would route both development and South Boulder Road traffic into the Louisville Middle School safety corridor. She urged the commission to review and consider the 2019 Louisville Transportation Master Plan, which advocates for converting Front Street access into a multi-use pathway, allowing emergency vehicles access in case of emergency while restricting all other vehicle traffic. Foster also highlighted concerns regarding the drainage plan on page 17 of the proposal and asked the commission to carefully consider this issue. She pleaded with the

commission to delay approval of the development until further discussions and adjustments could be made.

Mark Zeman, a Louisville resident of 31 years, voiced opposition to the development, expressing frustration with the lack of communication from the new developers. He compared them unfavorably to the previous owner of the land, explaining that he and other residents had sent multiple emails to Markell Homes but had received no response.

Linda Cateora, a resident of Little Italy, also requested that the commission delay the vote on Coal Creek Village. Cateora noted that the development had undergone significant changes, including a new name, new plans, a new developer, and a new City Planner. She pointed out that it was no longer feasible for Front Street to continue past Griffith, as the connection now serves to route large volumes of traffic from South Boulder Road into Little Italy. Cateora argued that the Front Street connection directly violated Section 17.14.011, Item B, of the Comprehensive Plan, and called for further review before moving forward with approval.

Karl Cantrel, a resident of Little Italy, expressed concerns about the current traffic issues in his neighborhood, noting that, even without the development, traffic is already a problem. He warned that if the development were approved, it could have detrimental effects on the safety and traffic flow in the area, further exacerbating the existing issues.

Tammy Lastoka, also a resident of Little Italy, voiced her concerns about the impact the extension of Front Street and South Boulder Road would have on her neighborhood. She highlighted how traffic in the area had already become excessive, with drivers cutting through the neighborhood to avoid backups on 95th Street. Lastoka shared a personal experience, mentioning that her dog was killed by a speeding car in the neighborhood in 2013, underscoring her worries about traffic safety. She also expressed her support for the residents of Harper Street, stating that they should not lose access to their garages or homes due to the City's failure to properly connect easements via the alley.

Commissioner Discussion:

Brauneis paused the public comments due to time constraints. A motion to continue the meeting until October 10th was made by **Baskett** and seconded by **Moline**. The motion was adopted by a voice vote, with **Mihaly** opposed.

DISCUSSION ITEM – NEW BUSINESS

a) Comprehensive Plan Update

Hirt provided a monthly update on the Comprehensive Plan, noting that a brief memo included in the Commissioners' packet highlighted how the Planning Commission had affirmed the vision statement and core values for the plan. Following this, the City Council also affirmed the vision and core values. Hirt also mentioned that, in terms of project status, staff were ramping up efforts for the next phase of community engagement.

PLANNING COMMISSION COMMENTS

None were heard.

STAFF COMMENTS

None were heard.

ADJOURNMENT

Motion to adjourn was moved by **Moline**, seconded by **Baskett**, and adopted by voice vote.

The Commission adjourned at 9:35



Open Government & Ethics Pamphlet 2025

This pamphlet is prepared pursuant to the Home Rule Charter of the City of Louisville.

This is a compilation of Articles 4 and 5 of the Charter of the City of Louisville and is available at all times in the City Clerk's Office, 749 Main Street, Louisville, Colorado, and on the City's web site at www.LouisvilleCO.gov. This pamphlet is also provided to every member of a public body at that body's first meeting each year.



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Citizen Participation in Government

The City of Louisville encourages citizen involvement and participation in its public policy process. There are many opportunities for citizens to be informed about and participate in City activities and decisions. All meetings of City Council, and of appointed Boards and Commissions, are open to the public and include an opportunity for public comments. No action or substantive discussion on an item may take place unless that item has been specifically listed as an agenda item for a regular or special meeting. Some opportunities for you to participate include:

Reading and inquiring about City Council activities and agenda items, and attending and speaking on topics of interest at public meetings

City Council Meetings:

- Regular meetings are generally held the first and third Tuesdays of each month at 6:00 PM in the City Council Chambers, located on the second floor of City Hall, 749 Main Street;
- Study sessions are generally held the second and fourth Tuesdays of each month at 6:00 PM in the Library Meeting Room, located on the first floor of the Library, 951 Spruce Street;
- Regular meetings include a remote participation option via Zoom, are broadcast live on Comcast Channel 8, and are available on demand on the City's website;
- Special meetings may be held occasionally on specific topics. Agendas are posted a minimum of 48 hours prior to the meeting.

Meeting Agendas for City Council meetings, other than special meetings, are posted a minimum of 72 hours prior to the meeting at the following locations:

- City Hall, 749 Main Street
- Police Department/Municipal Court, 992 West Via Appia
- Recreation/Senior Center, 900 West Via Appia
- Louisville Public Library, 951 Spruce Street
- City website at www.LouisvilleCO.gov

Meeting packets with all agenda-related materials for regular meetings are available 72 hours prior to each meeting and may be found at these locations:

- Louisville Public Library Reference Area,
- 951 Spruce Street,
- City Clerk's Office, City Hall, 749 Main Street,
- City website at www.LouisvilleCO.gov

You may receive eNotifications of City Council news as well as meeting agendas and summaries of City Council actions by registering for eNotifications on the City's web site at www.LouisvilleCO.gov. Meeting minutes of all regular and special meetings are available in the City Clerk's office and on the City's website (www.LouisvilleCO.gov) once they are approved.

Information about City activities and projects, as well as City Council decisions, is included in the quarterly *Lantern* newsletter, mailed to all City residents and businesses. Information is also often included in the monthly eNewsletter.

Communicating Directly with the Mayor and City Council Members

Contact information for the Mayor and City Councilmembers is available at www.LouisvilleCO.gov, as well as at City Hall, the Louisville Public Library, and the Recreation/Senior Center. You may email the Mayor and City Council as a group at Council@LouisvilleCO.gov.

Mayor's Town Meetings and City Council Ward Meetings are scheduled periodically. These are informal meetings at which all residents, points of view, and issues are welcome. These meetings are advertised at City facilities and on the City's website (www.LouisvilleCO.gov).

Mayor and City Council Elections

City Council members are elected from three Wards within the City and serve staggered four-year terms. There are two Council representatives from each ward. The mayor is elected at-large and serves a four-year term. City Council elections are held in November of odd-numbered years. For information about City elections, including running for City Council, please contact the City Clerk's Office, at ClerksOffice@LouisvilleCO.gov or 303.335.4536.

Serving as an Appointed Member on a City Board or Commission

The City Council makes Board and Commission appointments annually. Some of the City's Boards and Commissions are advisory, others have some decision-making powers. The City Council refers questions and issues to these appointed officials for input and advice. (Please note the Youth Advisory Board has a separate appointment process.)

The City's Boards and Commissions are:

- Board of Adjustment
- Building Code Board of Appeals
- Cultural Advisory Board
- Historic Preservation Commission
- Historical Museum Advisory Board
- Library Board of Trustees
- Local Licensing Authority
- Open Space Advisory Board
- Parks & Public Landscaping Advisory Board
- Planning Commission
- Recreation Advisory Board
- Revitalization Commission
- Sustainability Advisory Board
- Youth Advisory Board

Board information, meeting agendas, and schedules are available on the City's website (www.LouisvilleCO.gov). Agendas for all Board and Commission meetings are posted a minimum of 72 hours prior to each meeting at these locations:

- City Hall, 749 Main Street
- Police Department/Municipal Court, 992 West Via Appia
- Recreation/Senior Center, 900 West Via Appia
- Louisville Public Library, 951 Spruce Street
- City web site at www.LouisvilleCO.gov

Copies of meeting packets containing agenda- related materials are available at least 72 hours prior to each meeting and may be found at the following locations:

- Louisville Public Library Reference Area, 951 Spruce Street;
- City Clerk's Office, City Hall, 749 Main Street
- City web site at www.LouisvilleCO.gov

Planning Commission

The Planning Commission evaluates land use proposals against zoning laws and holds public hearings as outlined in City codes. Following a public hearing, the Commission makes a recommendation of approval or denial to the City Council for all land use proposals.

- Regular Planning Commission meetings are held at 6:30 PM on the second Thursday of each month.
- Overflow meetings are scheduled for 6:30 PM on the 4th Thursday of the month as needed.
- Study Sessions are held occasionally as needed.
- Regular meetings include a remote participation option via Zoom, are broadcast live on Comcast Channel 8, and are available on demand on the City's website.

Open Government Training

All City Council members and members of a permanent Board or Commission are required to participate in at least one City-sponsored open government-related seminar, workshop, or other training program at least once every two years.

Open Meetings

The City follows the Colorado Open Meetings Law ("Sunshine Law") as well as additional open meetings requirements found in the City's Home Rule Charter. These rules and practices apply to the City Council and appointed Boards and Commissions (referred to as a "public bodies" for ease of reference). Important open meetings rules and practices include the following:

Regular Meetings

All meetings of three or more members of a public body (or a quorum, whichever is fewer) are open to the public.

All meetings of public bodies must be held in public buildings and public facilities accessible to all members of the public. Meetings may be held electronically under specific circumstances.

All meetings must be preceded by proper notice. Agendas and agenda-related materials are posted at least 72 hours in advance of the meeting at the following locations:

- City Hall, 749 Main Street
- Police Department/Municipal Court, 992 West Via Appia
- Recreation/Senior Center, 900 West Via Appia
- Louisville Public Library, 951 Spruce Street
- On the City web site at www.LouisvilleCO.gov

Study Sessions

Study sessions are also open to the public however, study sessions have a limited purpose:

- Study sessions are to obtain information and discuss matters in a less formal atmosphere;
- No preliminary or final decision or action may be made or taken at any study session; further, full debate and deliberation of a matter is to be reserved for formal meetings. If a person believes in good faith that a study session is proceeding contrary to these limitations, they may submit a written objection. The presiding officer will then review the objection and determine how the study session should proceed.
- A written summary of each study session is prepared and is available on the City's website.

Executive Sessions

The City Charter also sets out specific procedures and limitations on the use of executive sessions. These rules, found in Article 5 of the Charter, are intended to further the City policy that the activities of City government be conducted in public to the greatest extent feasible, in order to assure public participation and enhance public accountability. The City's rules regarding executive sessions include the following:

Timing and Procedures

The City Council and City Boards and Commissions may hold an executive session only at a regular or special meeting. No formal action of any type, and no informal or "straw" vote, may occur at any executive session. Rather, formal actions, such as the adoption of a proposed policy, position, rule or other action, may only occur in open session.

Prior to holding an executive session, there must be a public announcement of the request and the legal authority for convening in closed session. There must be a detailed and specific statement as to the topics to be discussed and the reasons for requesting the session.

The request must be approved by a supermajority (two-thirds of the full Council, Board, or Commission). Prior to voting on the request, the clerk reads a statement of the rules pertaining to executive sessions. Once in executive session, the limitations on the session must be discussed and the propriety of the session confirmed. If there are objections and/or concerns over the propriety of the session, those are to be resolved in open session.

Once the session is over, an announcement is made of any procedures that will follow from the session.

Executive sessions are recorded, with access to those tapes limited as provided by state law. Those state laws allow a judge to review the propriety of a session if in a court filing it is shown that there is a reasonable belief that the executive session went beyond its permitted scope. Executive session records are not available outside of a court proceeding.

Authorized Topics

For City Council, an executive session may be held only for discussion of the following topics:

- Matters where the information being discussed is required to be kept confidential by federal or state law;
- Certain personnel matters relating to employees directly appointed by the Council, and other personnel matters only upon request of the City Manager or Mayor for informational purposes only;
- Consideration of water rights and real property acquisitions and dispositions, but only as to appraisals and other value estimates and strategy for the acquisition or disposition; and
- Consultation with an attorney representing the City with respect to pending litigation. This includes cases that are actually filed as well as situations where the person requesting the executive session believes in good faith that a lawsuit may result, and allows for discussion of settlement strategies.

The City's Boards and Commissions may only hold an executive session for consultation with its attorney regarding pending litigation.

Ethics

Ethics are the foundation of good government. Louisville has adopted its own Code of Ethics, which is found in the City Charter and which applies to elected officials, public body members, and employees. The Louisville Code of Ethics applies in addition to any higher standards in state law. Louisville's position on ethics is perhaps best summarized in the following statement taken from the City Charter:

Those entrusted with positions in the City government must commit to adhering to the letter and spirit of the Code of Ethics. Only when the people are confident that those in positions of public responsibility are committed to high levels of ethical and moral conduct, will they have faith that their government is acting for the good of

the public. This faith in the motives of officers, public body members, and employees is critical for a harmonious and trusting relationship between the City government and the people it serves.

The City's Code of Ethics (Sections 5-6 through 5-17 of the Charter) is summarized in the following paragraphs. While the focus is to provide a general overview of the rules, it is important to note that all persons subject to the Code of Ethics must strive to follow both the letter and the spirit of the Code, so as to avoid not only actual violations, but public perceptions of violations. Indeed, perceptions of violations can have the same negative impact on public trust as actual violations.

Conflicts of Interest

One of the most common ethical rules visited in the local government arena is the "conflict of interest rule." While some technical aspects of the rule are discussed below, the general rule under the Code of Ethics is that if a Council, Board, or Commission member has an "interest" that will be affected by his or her "official action," then there is a conflict of interest and the member must:

- Disclose the conflict, on the record and with particularity;
- Not participate in the discussion;
- Leave the room; and
- Not attempt to influence others.

An "interest" is a pecuniary, property, or commercial benefit, or any other benefit the primary significance of which is economic gain or the avoidance of economic loss. However, an "interest" does not include any matter conferring similar benefits on all property or persons similarly situated. (Therefore, a City Council member is not prohibited from voting on a sales tax increase or decrease if the member's only interest is that he or she, like other residents, will be subject to the higher or lower tax.) Additionally, an "interest" does not include a stock interest of less than one percent of the company's outstanding shares.

The Code of Ethics extends the concept of prohibited interest to persons or entities with whom the member is associated. In particular, an interest of the following persons and entities is also an interest of the member: relatives (including persons related by blood or marriage to certain degrees, and others); a business in which the member is an officer, director, employee, partner, principal, member, or owner; and a business in which member owns more than one percent of outstanding shares.

The concept of an interest in a business applies to profit and nonprofit corporations, and applies in situations in which the official action would affect a business competitor. Additionally, an interest is deemed to continue for one year after the interest has ceased. Finally, "official action" for purposes of the conflict of interest rule, includes not only legislative actions, but also administrative actions and "quasi-judicial" proceedings where the entity is acting like a judge in applying rules to the specific rights of individuals (such as a variance request or liquor license). Thus, the conflict rules apply essentially to all types of actions a member may take.

Conflicts

In addition to its purchasing policies and other rules intended to secure contracts that are in the best interest of the City, the Code of Ethics prohibits various actions regarding contracts. For example, no public body member who has decision-making authority or influence over a City contract can have an interest in the contract, unless the member has complied with the disclosure and recusal rules. Further, members are not to appear before the City on behalf of other entities that hold a City contract, nor are they to solicit or accept employment from a contracting entity if it is related to the member's action on a contract with that entity.

Gifts and Nepotism

The Code of Ethics, as well as state law, regulates the receipt of gifts. City officials and employees may not solicit or accept a present or future gift, favor, discount, service or other thing of value from a party to a City

contract, or from a person seeking to influence an official action. There is an exception for the "occasional nonpecuniary gift" of \$15 or less, but this exception does not apply if the gift, no matter how small, may be associated with the official's or employee's official action, whether concerning a contract or some other matter. The gift ban also extends to independent contractors who may exercise official actions on behalf of the City.

The Code of Ethics also prohibits common forms of nepotism. For example, no officer, public body member, or employee shall be responsible for employment matters concerning a relative. Nor can they influence compensation paid to a relative, and a relative of a current officer, public body member or employee cannot be hired unless certain personnel rules are followed.

Other Ethics Rules of Interest

Like state law, Louisville's Code of Ethics prohibits the use of non-public information for personal or private gain. It also prohibits acts of advantage or favoritism and, in that regard, prohibits special considerations, use of employee time for personal or private reasons, and use of City vehicles or equipment, except in same manner as available to any other person (or in manner that will substantially benefit City). The City also has a "revolving door" rule that prohibits elected officials from becoming City employees either during their time in office or for two years after leaving office. These and other rules of conduct are found in Section 5-9 of the Code of Ethics.

Disclosure, Enforcement, and Advisory Opinions

The Code of Ethics requires that those holding or running for City Council file a financial disclosure statement with the City Clerk. The statement must include, among other information, the person's employer and occupation, sources of income, and a list of business and property holdings.

The Code of Ethics provides fair and certain procedures for its enforcement. Complaints of violations may be filed with the City prosecutor; the complaint must be a detailed written and verified statement. If the complaint is against an elected or appointed official, it is forwarded to an independent judge who appoints a special, independent prosecutor for purposes of investigation and appropriate action. If against an employee, the City prosecutor will investigate the complaint and take appropriate action. In all cases, the person who is subject to the complaint is given the opportunity to provide information concerning the complaint.

Finally, the Code allows persons who are subject to the Code to request an advisory opinion if they are uncertain as to applicability of the Code to a particular situation, or as to the definition of terms used in the Code. Such requests are handled by an advisory judge, selected from a panel of independent, disinterested judges who have agreed to provide their services. This device allows persons who are subject to the Code to resolve uncertainty before acting, so that a proper course of conduct may be identified. Any person who requests and acts in accordance with an advisory opinion issued by an advisory judge is not subject to City penalty, unless material facts were omitted or misstated in the request. Advisory opinions are posted for public inspection; the advisory judge may order a delay in posting if the judge determines the delay is in the City's best interest.

Citizens are encouraged to contact the City Clerk's Office with any questions about the City's Code of Ethics or to request a copy. A copy of the Code is also available at the City's website (www.LouisvilleCO.gov).

Other Laws on Citizen Participation in Government

Preceding sections of this pamphlet describe Louisville's practices intended to further citizen participation in government. Those practices are intended to further dissemination of information and participation in the governing process. Some other laws of interest regarding citizen participation include:

Initiative and Referendum

The right to petition for municipal legislation is reserved to the citizens by the Colorado Constitution and the City Charter. An initiative is a petition for legislation brought directly by the citizens; a referendum is a petition

brought by the citizens to refer to the voters a piece of legislation that has been approved by the City Council. In addition to these two petitioning procedures, the City Council may refer matters directly to the voters in the absence of any petition. Initiative and referendum petitions must concern municipal legislation—as opposed to administrative or other non-legislative matters. By law the City Clerk is the official responsible for many of the activities related to a petition process, such as approval of the petition forms, review of the signed petitions, and consideration of protests and other matters. There are minimum signature requirements for petitions to be moved to the ballot; in Louisville, an initiative petition must be signed by at least five percent of the total number of registered electors. A referendum petition must be signed by at least two and one-half percent of the registered electors.

Public Hearings

In addition to the opportunity afforded at each regular City Council meeting to comment on items not on the agenda, most City Council actions provide opportunity for public comment through a public hearing process. For example, the City Charter provides that a public hearing shall be held on every ordinance before its adoption. This includes opportunities for public comment prior to initial City Council discussion of the ordinance, as well as after Council's initial discussion but before action. Many actions of the City are required to be taken by ordinance, and thus this device allows for citizen public hearing comments on matters ranging from zoning ordinances to ordinances establishing offenses that are subject to enforcement through the municipal court.

Additionally, federal, state, and/or local law requires a public hearing on a number of matters irrespective of whether an ordinance is involved. For example, a public hearing is held on the City budget, the City Comprehensive Plan and similar plans, and a variety of site-specific or person-specific activities, such as annexations of land into the city, rezonings, special use permits, variances, and new liquor licenses. Anyone may provide comments during these hearings.

Public Records

Access to public records is an important aspect of citizen participation in government. Louisville follows the Colorado Open Records Act (CORA) and the additional public records provisions in the City Charter. In particular, the Charter promotes the liberal construction of public records law, so as to promote the prompt disclosure of City records to citizens at no cost or no greater cost than the actual costs to the City.

The City Clerk is the custodian of the City's public records, except for police records which are handled by the Police Department. The City maintains a public policy on access to public records, which includes a records request form, a statement of fees, and other guidelines. No fee is charged for the inspection of records or for locating or making records available for copying, except in cases of voluminous requests or dated records, or when the time spent in locating records exceeds two hours. No fees are charged for the first 25 copies requested or for electronic records.

Many records, particularly those related to agenda items for City Council and current Board and Commission meetings, are available directly on the City's website (www.LouisvilleCO.gov). In addition to posting agenda-related material, the City maintains a communication file (email) for the City Council which is available on the City's website (www.LouisvilleCO.gov).

CORA lists the categories of public records that are not generally open to public inspection. These include, for example, certain personnel records and information, financial and other information about users of City facilities, privileged information, medical records, letters of reference, and other items listed in detail in CORA. When public records are not made available, the custodian will specifically advise the requestor of the reason.

Citizens are encouraged to review the City's website (www.LouisvilleCo.gov) for information, and to contact the City with any questions regarding City records.

Public Involvement Policy

Public participation is an essential element of the City's representative form of government. To promote effective public participation City officials, advisory board members, staff and participants should all observe the following guiding principles, roles and responsibilities:

Guiding Principles for Public Involvement

Inclusive not Exclusive - Everyone's participation is welcome. Anyone with a known interest in the issue will be identified, invited and encouraged to be involved early in the process.

- *Voluntary Participation* - The process will seek the support of those participants willing to invest the time necessary to make it work.
- *Purpose Driven* - The process will be clearly linked to when and how decisions are made. These links will be communicated to participants.
- *Time, Financial and Legal Constraints* - The process will operate within an appropriate time frame and budget and observe existing legal and regulatory requirements.
- *Communication* - The process and its progress will be communicated to participants and the community at-large using appropriate methods and technologies.
- *Adaptability* - The process will be adaptable so that the level of public involvement is reflective of the magnitude of the issue and the needs of the participants.
- *Access to Information* - The process will provide participants with timely access to all relevant information in an understandable and user-friendly way. Education and training requirements will be considered.
- *Access to Decision Making* - The process will give participants the opportunity to influence decision making.
- *Respect for Diverse Interests* - The process will foster respect for the diverse values, interests and knowledge of those involved.
- *Accountability* - The process will reflect that participants are accountable to both their constituents and to the success of the process.
- *Evaluation* - The success and results of the process will be measured and evaluated.

Roles and Responsibilities - City Council

City Council is ultimately responsible to all the citizens of Louisville and must weigh each of its decisions accordingly. Councilors are responsible to their local constituents under the ward system; however they must carefully consider the concerns expressed by all parties. Council must ultimately meet the needs of the entire community—including current and future generations—and act in the best interests of the City as a whole.

During its review and decision-making process, Council has an obligation to recognize the efforts and activities that have preceded its deliberations. Council should have regard for the public involvement processes that have been completed in support or opposition of projects.

Roles and Responsibilities - City Staff and Advisory Boards

The City should be designed and run to meet the needs and priorities of its citizens. Staff and advisory boards must ensure the Guiding Principles direct their work. In addition to the Guiding Principles, staff and advisory boards are responsible for:

- ensuring that decisions and recommendations reflect the needs and desires of the community as a whole;
- pursuing public involvement with a positive spirit because it helps clarify those needs and desires and also adds value to projects;
- fostering long-term relationships based on respect and trust in all public involvement activities;

- encouraging positive working partnerships;
- ensuring that no participant or group is marginalized or ignored;
- drawing out the silent majority, the voiceless and the disempowered; and being familiar with a variety of public involvement techniques and the strengths and weaknesses of various approaches.

All Participants

The public is also accountable for the public involvement process and for the results it produces. All parties (including Council, advisory boards, staff, proponents, opponents and the public) are responsible for:

- working within the process in a cooperative and civil manner;
- focusing on real issues and not on furthering personal agendas;
- balancing personal concerns with the needs of the community as a whole;
- having realistic expectations;
- participating openly, honestly and constructively,
- offering ideas, suggestions and alternatives;
- listening carefully and actively considering everyone's perspectives;
- identifying their concerns and issues early in the process;
- providing their names and contact information if they want direct feedback;
- remembering that no single voice is more important than all others, and that there are diverse opinions to be considered;
- making every effort to work within the project schedule and if this is not possible, discussing this with the proponent without delay;
- recognizing that process schedules may be constrained by external factors such as limited funding, broader project schedules or legislative requirements;
- accepting some responsibility for keeping themselves aware of current issues, making others aware of project activities and soliciting their involvement and input; and
- considering that the quality of the outcome and how that outcome is achieved are both important.

Updated December 2024



BOARD & COMMISSION

RULES OF PROCEDURE

Adopted November 6, 2023 – by Resolution No. 66, Series 2023

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RULES OF PROCEDURE FOR THE BOARDS AND COMMISSIONS OF LOUISVILLE, COLORADO

I. DEFINITIONS

“Advisory Board” means all of the following boards which are tasked with giving advice to the City Council as specified in their formation documents:

- Arts & Culture Advisory Board
- Historical Museum Advisory Board
- Library Board of Trustees
- Open Space Advisory Board
- Parks & Public Landscaping Advisory Board
- Recreation Advisory Board
- Revitalization Commission
- Sustainability Advisory Board
- Youth Advisory Board

“Charter” means the [Home Rule Charter of the City of Louisville, Colorado](#).

“Chair” means the member of the Board who presides over a meeting subject to Rule VII.B below.

“City” means the City of Louisville, Colorado.

“Code” means the Louisville Municipal Code.

“Board” means any of the following bodies:

- Arts & Culture Advisory Board
- Board of Adjustment
- Building Code Board of Appeals
- Historic Preservation Commission
- Historical Museum Advisory Board
- Library Board of Trustees
- Local Licensing Authority
- Open Space Advisory Board
- Parks & Public Landscaping Advisory Board
- Planning Commission
- Recreation Advisory Board
- Revitalization Commission
- Sustainability Advisory Board
- Youth Advisory Board

“Board Member” means each member of a City board.

“Electronic Participation” means attendance at a meeting by computer, telephone, or other electronic means.

“Entire Board” means all current members of a board.

“Member of the Board” means each board member.

“Quasi-Judicial Board” means any of the following boards which have specific legal decision-making authority under the Charter or Code:

- Board of Adjustment
- Building Code Board of Appeals
- Historic Preservation Commission
- Local Licensing Authority
- Planning Commission

“Rules” means the Board & Commission Rules of Procedure.

“Staff Liaison” means the City staff member assigned by the City Manager to assist the board and to ensure all rules and regulations are met.

II. AUTHORITY

The following Rules shall be in effect upon their adoption by the City Council until such time as they are amended or new Rules adopted.

In order to efficiently and effectively complete City business facing a Board, all meetings must be conducted in an orderly and respectful manner. These Rules are intended to provide guidelines for the procedures to be followed for the conduct of all Board meetings.

If any Rule, on its face or as applied, conflicts with applicable provisions of the [Home Rule Charter of the City of Louisville](#) or ordinances, those provisions shall apply and that Rule shall not. Nothing herein shall prevent a Board from adopting its own rules of procedure specific to its roles and responsibilities so long as they do not conflict with these Rules.

III. MEETING CIVILITY

- A. CIVILITY AMONG MEMBERS OF THE BOARD: The Board shall preserve reasonable order and decorum and confine members of the public to discussion of the questions under consideration.

During Board meetings, members shall preserve reasonable order and decorum and shall not delay or interrupt the proceedings or refuse to obey

the order of the Chair or the Rules. Every member of the Board desiring to speak shall address the Chair, and upon recognition by the Chair, shall confine themselves to the questions under debate. Once recognized, no member of the Board shall be interrupted while speaking unless called to order by the Chair or unless a point of order is raised by another member.

- B. MEMBERS OF THE PUBLIC: Members of the public desiring to address the Board on any item on the agenda shall be recognized by the Chair, state their names, and are requested to state their place of residence (by city, town, or county of residence). Each member of the public shall speak in an audible tone for the record.

IV. **GENERAL RULES**

- A. LOCATION: All in-person Board meetings shall take place in a public building that is accessible to members of the public, with or without reasonable accommodation in accordance with applicable law.
- B. OPEN TO THE PUBLIC: All meetings, including those conducted by Electronic Participation pursuant to Section V.F, shall be open to the public. A Board may conduct executive sessions only in accordance with the Charter, Code, and applicable provisions of the Colorado Open Meetings Law.
- C. MEETING NOTICE: Notice for all meetings sessions shall be given as required by the Charter and as set by administrative rule. At the first regular meeting of every year, each Board shall designate the locations for posting of notices of its meetings.
- D. MINUTES: Minutes of each regular and special meeting shall be taken and retained permanently in the records of the City.
- E. QUORUM: A quorum is needed for the transaction of business at each meeting of a Board. A quorum shall be defined as a majority of the members of the Board holding office at the time of the meeting.
- F. ABSENCES: No member of the Board shall miss more than twenty-five percent (25%) of regular Board meetings during any calendar year. Missing more than twenty-five percent (25%) of meetings shall be cause for removal.
- G. APPLICABILITY OF THE OPEN GOVERNMENT POLICIES AND CODE OF ETHICS: Each member of the Board shall adhere to the City's Open

Government Rules and the Code of Ethics (Charter Section 5-6).

- H. DISCLOSURE OF INTEREST AND RECUSAL: Any member of the Board who has an interest in, or whose interest would be affected by, any proposed official action before the Board shall immediately and publicly disclose the nature and extent of the interest; shall not participate in any discussion or decision concerning the proposed action; shall not attempt to publicly or privately influence the Board, any public body, or any employee in connection with the action; and shall leave the room where the discussion or decision is taking place during the time the proposed action is being discussed and the decision is being made.
- I. CHAIR: The Chair is the member of the Board who presides over a Board meeting and shall do so according to these Rules and applicable law. The Chair serves as Chair of all Board meetings at which the Chair is present. In the Chair's absence, the Vice-Chair will serve as Chair. In the absence of the Chair and Vice-Chair, Board members will appoint one member to act as Chair for that meeting.

V. MEETINGS

- A. REGULAR MEETINGS: Each Board shall set a regular meeting schedule at the first meeting of each year identifying the date, time, and location of meetings.
- B. COMMITTEE MEETINGS: A committee meeting may be called if it can be properly noticed a minimum of 72 hours in advance. Committee meetings must meet all the same rules as a regular meeting.
- C. EXECUTIVE SESSIONS: A board may hold an executive session only for pending litigation and only with the City Attorney present.
- D. RESCHEDULING: A Board may reschedule meetings for dates and times outside its annual meeting schedule to avoid holidays, elections, and other matters, to achieve a quorum, or to allow for additional time for a meeting. To reschedule such meetings, the Board first must provide notice and approve of the proposal to reschedule.
- E. CANCELLATION: Any scheduled meeting may be cancelled by members or the Staff Liaison in the event there are no items for the board to discuss or in the event unforeseen emergent conditions exist which make conduct of the meeting impractical (for example, in the case of power outage) or travel to the meeting unduly hazardous (for example, in the case of blizzard conditions).

F. ELECTRONIC PARTICIPATION: When it is feasible, an electronic attendance option shall be available for Board members, applicants, and members of the public including for quasi-judicial hearings. If it is not feasible due to technological or other reasons, the in person meeting shall continue if a quorum is present.

1. All meetings that have a remote attendance option will note that on the agenda and include information on the agenda about how to join the meeting electronically.
2. Board members and members of the public attending electronically shall participate in the meeting under the same rules as those in the room.
3. Public hearings on quasi-judicial matters may be taken during a meeting with Electronic Participation.

G. FULLY REMOTE MEETINGS: The Staff Liaison with input from the board members may, in their discretion, change board meetings to a fully remote setting if needed. If a fully remote meeting is scheduled, it must be properly noticed as such and public access options must be provided on the meeting agenda.

VI. CHAIR AND VICE-CHAIR

- A. Each Board will elect a Chair and Vice-Chair at the first meeting of the year. The City recommends the Chair and Vice-Chair be rotated among Board members each year.
- B. The Chair shall preside over meetings of the Board when present and able to perform these responsibilities. The Chair shall have the same voting powers as any Board member.
- C. The Vice-Chair shall assume the duties of Chair when the Chair is absent or otherwise unable to perform the responsibilities of Chair.
- D. In the absence of the Chair and Vice-Chair, Board members will appoint one member to act as Chair for that meeting.

VII. MEETING PROCEDURE

A. PREAMBLE

1. A bedrock principle of a representative democracy is notice of impending governmental action and an opportunity for members of the public and their representatives to be heard. Principles of good government include deep respect for citizens; prudent stewardship of public resources, including the time of its citizens, staff members and appointed officials; direction that is clear and decisive; and decision making that is reasonably consistent, equitable, flexible, and transparent.
2. Through the application of these Rules, the City intends to ensure that it balances the principles described in the previous section in a way that ensures robust debate and accountability of City government to its residents. To that end, these procedures are not meant to be employed for the purpose of unreasonable rigidity, surprise, suppression of competing views, or needless prolonging of action.

B. CHAIR'S DISCRETION & RIGHT OF APPEAL The Chair shall have reasonable discretion in the application of these procedures subject to section XI.A.

C. AGENDAS: Each board will have a formal agenda for each meeting. The agenda will be set by staff for quasi-judicial boards and set by the chair in conjunction with the staff liaison for advisory boards. Each agenda will be posted as required prior to the meeting. Items cannot be added to the agenda at the meeting.

D. PUBLIC COMMENTS AT MEETINGS: All Board meetings, including Committee meetings, shall be open to the public. Members of the public shall have a reasonable opportunity to be heard at Board meetings.

The following provisions apply to any section of the agenda where public comments are allowed.

1. Members of the public desiring to address the Board on any item on the agenda shall be recognized by the Chair, state their name, and are requested to state their place of residence (by city, town, or county of residence).

2. Each board will have a section on its agenda for “Public Comments on Items Not on the Agenda.” Each speaker shall be limited to three (3) minutes.
 3. Each Board will permit public comment on any item at the time such item is being discussed by the Board. Each speaker shall be limited to three (3) minutes.
 4. Multiple citizens may designate someone to speak for them and aggregate their three-minute limit time up to a maximum of six (6) minutes of speaking time for their designated spokesperson. Those pooling their time must be physically present, identify themselves, and designate their spokesperson. A designated spokesperson may not speak for more than one group.
 5. The Chair, the Staff Liaison, or a designated board member shall enforce compliance with the time limits, and time shall be kept on a public comment clock.
- E. WRITTEN COMMUNICATIONS: Interested parties, or their authorized representatives, may address the Board by submitting written communication concerning any matter on the Board agenda. Such a written communication may be submitted by electronic mail or by addressing the communication to the Staff Liaison who will distribute copies to the Board. The communication will be entered into the record without the necessity of reading. A copy of the communication shall be posted at the meeting for the public to review. Anonymous written communications will not be accepted into the record.
- F. VOTING: For a motion to pass it requires the affirmative vote of a majority of the members of the Board present.

VIII. EXPECTATIONS OF STAFF LIAISON

A. COMMUNICATION:

1. The Staff Liaison will provide Board members with direct, open, and transparent communication about city priorities, projects, and budget.
2. The Staff Liaison will act as the conduit of information from the Board to City Council and from City Council to the board.
3. The Staff Liaison will respond to emails, phone calls, and text messages from Board members within two (2) business days and will

communicate with the Board members if a response will take more than two (2) business days.

B. ADVOCACY: The Staff Liaison will advocate ideas to City staff and leadership on the Board's behalf. The Staff Liaison will advocate for budget requests and CIP requests from the Board through the City's established budget process.

C. MEETINGS:

1. The Staff Liaison with input from the Board chair will create and publish meeting agendas and packets in accordance with bylaws, rules, and schedule established by the City Clerk's Office.
2. The Staff Liaison will work with the Chair to ensure meetings are concise and do not run exceedingly long and to ensure the discussion is limited to those items on the agenda.
3. The Staff Liaison will attend all meetings, to the best of their ability. If the Staff Liaison cannot attend a Board meeting, an alternate staff liaison will be appointed and the Chair will be notified in advance.

D. COLLABORATION:

1. The Staff Liaison will include Board members, when appropriate, in relevant projects and planning processes.
2. The Staff Liaison will include Board members on relevant communications, when appropriate, with outside organizations and individuals.

IX. EXPECTATIONS OF BOARD MEMBERS

A. COMMUNICATION:

1. There will be open and consistent communication between Board members and the Staff Liaison.
2. Board members will not speak on behalf of the Board unless specifically appointed to do so by the Board. Board members will include the Staff Liaison on all communications with outside organizations.

3. The Staff Liaison is the point of contact for all City operations related to the Board. The Staff Liaison will bring in any additional City staff as necessary for Board projects.
4. The Staff Liaison or the City's Communications Division will create all memos, marketing, and outreach materials for the Board. Board members shall not use City logos or letterhead without City approval.
5. Board members shall not create social media accounts on behalf of the Board or speak on social media on behalf of the Board or City.
6. Board members will only contact their Staff Liaison through a dedicated City email address, office phone, or cell phone (including texting) and will not contact the Staff Liaison through their personal emails, social media, or personal cell phones.

B. ADVOCACY:

1. Board members will go through proper channels when advocating for Board projects.
2. Board members will adhere to all regulations of the Fair Campaign Practices Act as they relate to City elections.

C. MEETINGS:

1. Board members will attend all meetings, to the best of their ability. If a Board member cannot attend a meeting, the member will send communication via email to the Staff Liaison with as much advance notice as possible.
2. If a Board member would like an item on an agenda, the member will reach out in advance to the Staff Liaison and the Chair. Topics not included on the agenda may not be discussed at a meeting per the City Charter.
3. Board members will meet all packet deadlines as established by the Staff Liaison and the City Clerk's Office. Items that are late may be postponed to a later meeting.

X. QUASI-JUDICIAL ACTIONS

A. PROCESS:

1. Quasi-judicial decisions are a determination of the rights, duties or obligations of a specific individual or entity. Board members making quasi-judicial decisions must do so based on the facts developed at a public hearing and through the application of presently existing legal standards of policy considerations of the facts.
2. Legally reversible decisions are almost always based on a lack of due process or procedural irregularities

B. DUE PROCESS: A quasi-judicial public hearing must include property public notice, a meaningful opportunity for interested parties to be heard, and basic fairness in procedure.

C. PREPARATION: Board members will review the meeting packet prepared by staff, understand the scope of the hearing, and be familiar with the relevant decision criteria in a case. Board members must act as impartial decision makers

D. EX PARTE CONVERSATIONS: Board members will not speak with one side or the other before or outside of the hearing process. This includes via email. Board members will disclose any unavoidable “ex parte” conversations and participate only if they are sure they can still make an unbiased decision.

E. CONDUCTING THE HEARING: Follow uniform/consistent steps for all hearings.

- Introduce Item
- Call for Disclosures
- Open Public Hearing
- Staff Report
- Applicant Presentation
- Public Comment
- Questions by Board members
- Close Public Hearing
- Deliberations
- Action

Once a hearing is closed the Board will not re-open it to hear only certain individuals, if a hearing is re-opened anyone who has not already spoken

may have the opportunity to speak.

If the Board holds and closes a hearing at one meeting and deliberates at the next, the Board cannot reopen the hearing without providing additional notice.

F. MAKING THE DECISION

1. Board members shall not make their decision on the basis of irrelevant criteria. Board members shall not base a decision on things a member “knows” but did not “learn” at the hearing. Board members will not participate in the decision if they cannot be fair and unbiased.
2. A Board members shall not participate in the decision if they did not participate in the entire hearing.

If a public hearing is opened and then continued to a later meeting, a member who missed the first meeting may review the video and all materials from the first meeting and then participate in the next one. This should be disclosed at the hearing.

3. Board members should ask for staff advice if they are unsure of the decision they are being asked to make or if they are unsure of the applicable legal criteria.
4. If appropriate, a Board may make a tentative decision and direct staff to prepare a draft written decision.

XI. **PARLIAMENTARY PROCEDURE**

- A. POINTS OF ORDER: The Chair shall determine all points of order, subject to the rights of any member of the Board to appeal to the Board, in which case the point of order shall be resolved by vote of a majority of the members of Board present.
- B. RIGHT OF THE FLOOR: Any member of the Board desiring to speak shall be recognized by the Chair.
- C. MOTIONS: Motions may be made by any member of the Board, including the Chair, provided that before the Chair offers a motion, the opportunity for making a motion should be offered to other members of the Board. Any member of the Board, other than the person offering the motion, may second a motion.

D. PROCEDURES FOR MOTIONS: The following is the general procedure for making motions:

1. Before a motion can be considered or debated it must be seconded; however, no action taken shall be invalidated simply because a motion was not properly made, seconded or recorded.
2. Once the matter has been discussed and the Chair calls for a vote, no further discussion will be allowed; provided, however, that members of the Board may be allowed to explain their votes.

E. DISCUSSION: Board members shall confine themselves to the question under discussion. All discussion must be germane to the agenda item.

F. MOTION TO END DEBATE: Any member of the Board may make a motion to end debate (also known as “calling the question”). If such a motion is made and seconded, the Chair shall immediately call for a vote on the motion. If the motion is not approved by 2/3 of the members of the Board present and voting, the Chair shall allow for debate to continue. If the motion is approved, the Chair shall call for a motion on the matter under consideration.

G. ALL MEMBERS MAY SPEAK: Each member of the Board shall have the right to speak and ask questions prior to a vote.

H. AFTER VOTING: Once a vote has been taken on a motion, there shall be no further discussion on that motion unless a motion to reconsider is properly made, seconded, and adopted.

XII. REMOVAL FROM BOARD

(City Council Resolutions No. 16, Series 2009 & No. 59, Series 2016)

A. The City Council greatly appreciates the contributions made by City residents who volunteer their time to serve on the City’s various boards and commissions. In order to help encourage citizens to volunteer and to promote an environment in which participation is productive and rewarding, the Council expects all board and commission members to work in a cooperative, constructive and civil manner.

B. To help maintain this environment the City Council has established that, during the term of office, a board member shall be removed only for cause. Cause shall include but not be limited to:

1. Violation of city or state ethics laws;

2. Conviction of a felony or of any other crime involving moral turpitude;
3. Absence from more than 25 percent of the regular meetings in any 12-month period;
4. Inefficiency, neglect of duty or malfeasance in office;
5. Knowing violation of any statute, ordinance, resolution, rule, policy or bylaw applicable to the board or commission;
6. Physical or mental disability rendering the board or commission member unable to perform his or her duties;
7. Knowing disclosure of confidential information, which is defined to mean information which is not available to the general public under applicable laws, ordinances and regulations, and which is obtained by reason of the board or commission member's position with the City;
8. Failure to maintain the qualifications of a board or commission member for the board or commission on which the member serves;
9. Behaving in a harassing, hostile, threatening or otherwise inappropriate manner, or unreasonably disrupting or interfering with the conduct of any meeting of a board or commission; or
10. Other grounds constituting cause as established by law.

C. The procedure for removal of a member of a City board or commission shall be as follows:

1. Any person who believes that there is cause to remove a member of a City board or commission as provided above shall present the evidence of such cause to the City Manager.
2. The City Manager (or their designee) shall review the evidence presented and conduct additional investigations as the City Manager deems necessary. If the City Manager determines there is sufficient evidence supporting further action, the City Manager shall contact the board or commission member who is the subject of the allegation, outline the allegation against the member and provide the member with an opportunity to respond to the allegation. After considering all information received, the City Manager shall make a

determination as to whether removal or other action is warranted.

3. If the City Manager determines there are grounds for removal, the City Manager shall present a proposed resolution for removal to the City Council for its consideration and action. The member shall be provided written notice of the grounds for removal and the time and place of the City Council's consideration of the matter, at which time the member may address the City Council regarding the grounds for removal. Removal of a member shall require the affirmative vote of a majority of the entire City Council.
4. A member may resign from a board or commission at any time by providing a written resignation letter to the Mayor or City Manager. A resignation is effective upon submission or such later date as stated in the resignation letter, without requirement for acceptance thereof.

Planning Commission

2025 Public Posting Locations for Agendas

Louisville City Hall, 749 Main Street

Louisville Public Library, 951 Spruce Street

Louisville Police Department, 992 West Via Appia Way

Louisville Recreation Center, 900 West Via Appia Way

City of Louisville Website: www.louisvilleco.gov

Planning Commission

2025 Planned Meeting Dates

The following are the planned dates for Planning Commission meetings in 2024 on the second Thursday of each month at 6:30 p.m. The Planning Commission chair may make modifications to these dates or call special meetings.

January 9

February 13

March 13

April 10

May 8

June 12

July 10

August 14

September 11

October 9

November 13

December 11

ITEM: Comprehensive Plan Update and Future Land Use Discussion

STAFF: Jeff Hirt, AICP, Planning Manager
Rob Zuccaro, AICP, Community Development Director

Purpose

The purpose of this item is to:

- Share the results from the Comprehensive Plan's most recent community engagement; and
- Request Planning Commission input on the proposed approach for the Plan's future land use framework.



Background

The Comprehensive Plan's future land use framework is a foundational part of the Plan. It will articulate the City's official land use policy through goals, strategies, and a Future Land Use Map (FLUM). This framework will guide the City's future land use decisions like rezoning requests and PUDs and inform a future development code update.

Over the last couple of months, the project team has been using the Plan's [Vision Statement and Core Values](#) as a lens for community engagement to develop the future land use framework, among other topics, that will inform the draft Comprehensive Plan. The engagement focused on future growth options within key opportunity areas that may see land use changes, while maintaining and enhancing other areas in the community. There are four identified opportunity areas – 1) South Boulder Road, 2) Downtown Louisville, 3) McCaslin Boulevard, and 4) Redtail Ridge.

Key Land Use-Related Findings from Community Engagement

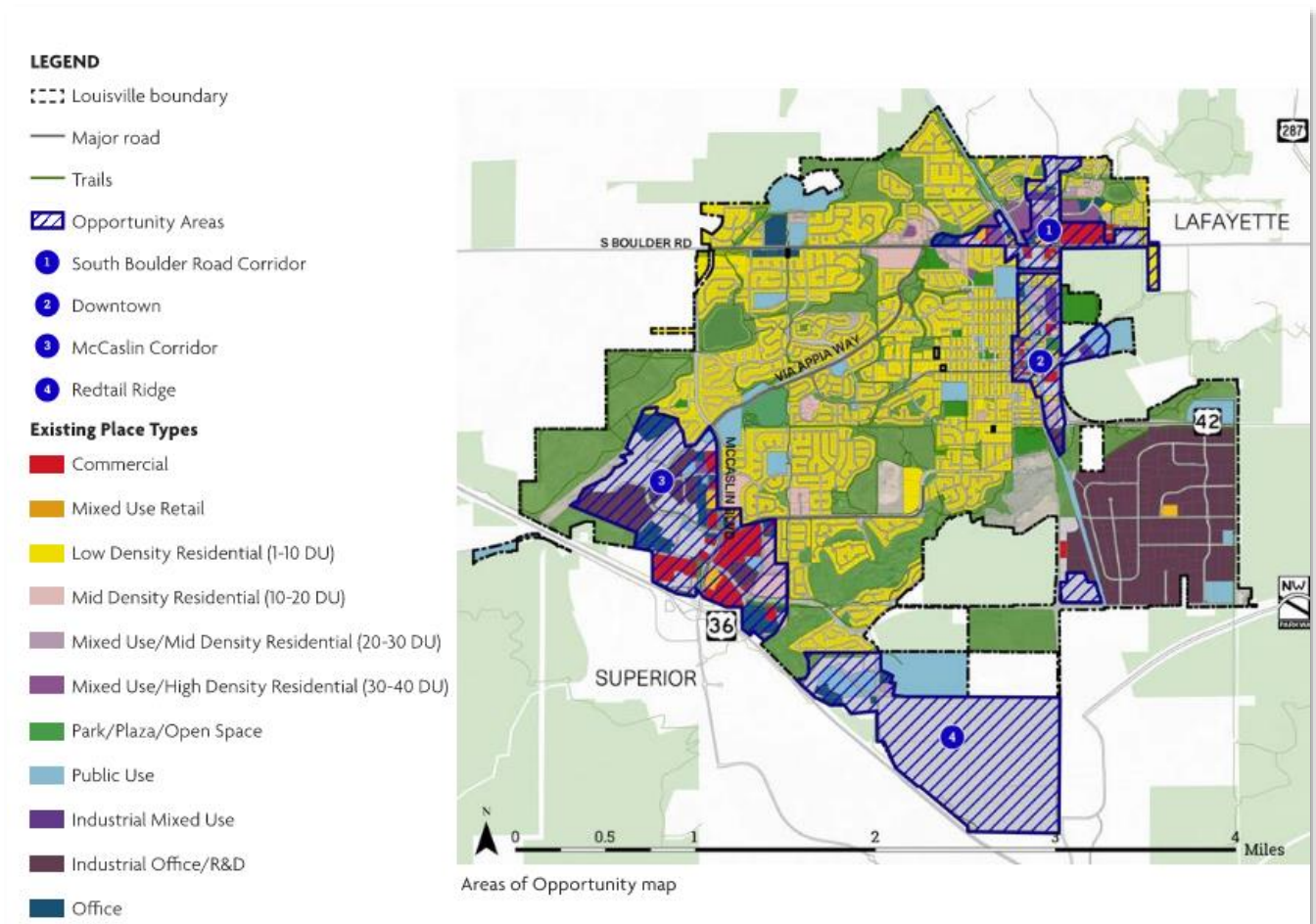
Attachment 2 is a detailed summary of the outcomes from this recent engagement that informed the recommendations in this memo. The key findings related to future land use within these opportunity areas include but are not limited to community support for:

- Land use changes from commercial-exclusive to mixed use development (including residential) at select locations, including vacant and underutilized sites in the McCaslin area;
- Some higher density mixed use development at specific locations including near the US 36 corridor;
- Allowing a wider range of housing types within these opportunity areas;
- Preserving the scale and community feel of Downtown Louisville; and
- Maintenance and enhancement of existing low density single family and parks and open space areas.

The City also conducted its statistically valid biennial resident survey in 2024 and asked some Comprehensive Plan related questions. One question asked participants to rate their level of support or opposition for the development of mixed-use housing and businesses in areas with “empty parking lots” and with “several vacant storefronts”. About 8 in 10 respondents supported such development ([City of Louisville Community Survey 2024, page 35](#)).

Comprehensive Plan Proposed Opportunity Areas

This map was shared with the community as part of recent engagement.



Comprehensive Plan Future Land Use Recommendations

Recent community input informed development of the Plan’s future land use approach summarized below in Table 1. The project team will draft the Plan’s future land use map and framework based on Planning Commission and City Council input on this recommended approach.

Future Land Use Map (FLUM) Recommendations

The Plan’s draft FLUM will show the following proposed key land use elements within each of the opportunity areas. Attachments 1 and 2 provide a more detailed summary of the recent community input that was focused on these opportunity areas. These

recommendations only focus on future land uses. There will be other elements of the FLUM (e.g., transportation connectivity) addressed in the Plan.

Table 1: FLUM Recommendations	
Opportunity Area	FLUM Recommendations
1. South Boulder Road	• Mid-density residential uses in some locations near South Boulder Road and Highway 42, opportunity to consider 3-stories. • Mixed use residential and commercial along some parts of South Boulder Road; consider allowing residential by-right in mixed use districts.
2. Downtown Louisville	• Maintain ground floor retail and other street level active uses in commercial area. • Propose mid-density residential in some locations, including above ground floor retail. • Consider 3-stories in some locations, including near future transit. • Support enhancements to community gathering places. • Address as a special character area with supplemental policies addressing design, scale, and land use.
3. McCaslin Corridor	• Mid-density residential uses along Centennial Blvd, changing current zoning from office. • Maintain commercial (retail) as primary use along McCaslin Blvd. • High-density residential/mixed use near US 36; consider 4 stories, possibly up to 5 stories at locations along US 36. • Incorporate parks, green space, or trail connections to promote transportation and open space connectivity.
4. Redtail Ridge	• Mid-density residential and mixed-use residential uses at some locations, opportunity to consider 3 or 4 stories. • High-density residential near relocated hospital site and along US 36; opportunity to consider 4-stories, consider transit connections. • Propose mid- to high-density housing inter-mixed with office, R&D and industrial uses when appropriate to support jobs-housing balance and vibrancy. • Consider a community green area, green corridor and trails network to promote livability/workability.

Future Land Use Category Recommendations (“Place Types”)

The Plan’s FLUM will include the following proposed place types assigned to areas of the city. The Plan will also identify other “character areas” with supplemental land use policies to the Future Land Use Map that recognize they are unique places. Such places will likely include Downtown Louisville and potentially open space areas.

Table 2: Comprehensive Plan Proposed Future Land Use (“Place Type”) Categories

Land Use Category	Example Images	Brief Description
Low Density Residential		• Only detached single family residential • 1-10 DU/acre • Up to 2-2 ½ stories
Mid Density Residential		• Only residential with some attached units (e.g., townhomes) • 10-20 DU/acre • Up to 3 stories
Mixed Use - Mid Density Residential		• Residential with mostly attached units (e.g., multifamily); some retail or office allowed • 20-30 DU/acre • Up to 3 stories
Mixed Use - Retail		• Mix of retail with some residential or office • 3-4 stories
Mixed Use Center - High Density Residential		• Residential with some ground floor retail or office • 30-40 DU/acre • 4 stories, up to 5 stories in some locations
Commercial		• Mostly retail, office • 3-4 stories

Table 2: Comprehensive Plan Proposed Future Land Use (“Place Type”) Categories

Land Use Category	Example Images	Brief Description
Industrial Mixed Use		• Light industrial with some limited retail or office • 3-4 stories
Industrial Office/Research and Development		• Light industrial with office, research, or labs • 3-4 stories
Office		• Mostly offices • 3-4 stories
Park		• Public parks and other community gathering places
Open Space		• Open space areas as defined in the City Charter
Public/Institutional		• Government facilities, schools, and other similar uses

DU=dwelling unit

Future Land Use Recommendations and Alignment with Core Values

Planning Commission and City Council endorsed the Plan's Vision Statement and Core Values in September that were developed with input from thousands of Louisville residents. These will be an organizing element of the Plan (see Attachment 2, proposed Plan Table of Contents).

The future land use approach addresses the Plan's Vision Statement by fostering a more inclusive community with more housing choices and a continued focus on economic vibrancy while maintaining and enhancing the places that have created Louisville's high quality of life. More specifically, the key findings from recent community input and FLUM recommendations in Table 1 address the core values as follows:

- Community Character – maintaining or enhancing the character of existing low density residential neighborhoods and parks and open space areas, while focusing future change within opportunity areas. Such opportunity areas are predominantly either existing commercial areas or have significant vacant or underutilized sites that are already connected to infrastructure. The recommendations also recognize the need for policies to address unique community character areas like Downtown Louisville.
- Environmental Sustainability – allowing more mixed use, including housing, within opportunity areas connected to existing transportation infrastructure. This will support less vehicles miles traveled (VMT) with more people able to live closer to where they work, shop, or play. The Plan will also address the City's ability to serve new growth through water and wastewater infrastructure capacity, among other environmental sustainability goals.
- Economic Vibrancy – maintaining the existing core commercial and retail areas of the community, including Downtown Louisville, South Boulder Road, and the McCaslin corridor. Allowing new housing within opportunity areas near these commercial areas will support their economic vibrancy with more demand for nearby retail and other services.
- Community Places – maintaining and enhancing existing community places like Downtown Louisville and the City's parks and open space areas. Supplemental policies informed by community input related to these areas will address the specific elements to maintain and enhance.

Each of these values will be addressed further in the Plan. The Community Connectivity and Civic Leadership Core Values will be more directly addressed through the Comprehensive Plan's goals, strategies, and action plan.

Schedule and Next Steps

The project team will begin drafting the Comprehensive Plan with target adoption public hearings in July. The project team will also be conducting focused engagement with numerous City boards and commissions in March to develop the Plan's content, including Planning Commission. There will be community outreach for input on the draft plan beginning in early Summer 2025 in addition to the adoption process with public hearings.

Draft Comprehensive Plan Schedule

Deliverable	JAN	FEB	MAR	APR	MAY	JUNE	JULY
50% Draft Document <i>Microsoft Word</i>		Staff Review					
FLUM and Placetypes		Staff Worksession					
Goals and Strategies			Roadshow PC and Council Review				
80% Draft <i>Formatted PDF</i>					Staff Review		
95% Draft <i>Formatted PDF- Comments captured in comment log</i>						Public Comment PC and Council Review	
Final Adoption							PC Council
	City Staff Review Timeframe						
	Consultant Production Timeframe						

Request for Planning Commission Input

The Comprehensive Plan project team is requesting the following input from Planning Commission:

- Do you agree with the approach for the Plan's Future Land Use Map (FLUM)?
When evaluating the FLUM, consider the following:
 - Preferred Scenario. Based on the three scenarios presented to the community, which of these, or which combinations, most closely align with your vision for the future? The community's vision?
 - FLUM. Based on community feedback, what should be carried forward to a preferred FLUM? What should not be considered? Are these the right future land use categories?
 - Plan Elements. How much housing is right for the future of Louisville? How and where should there be a focus on economic vibrancy? How can housing and mixed-use housing be used to strategically influence economic vibrancy? What needs to be considered from an equity, sustainability and resilience perspective in these plans? What are critical infrastructure aspects including transportation, utilities and services?
 - Decision making. How should the FLUM be used to influence future zoning decisions? What flexibility should exist to allow for changing conditions?
- Do you have any comments about the Plan's proposed table of contents (see Attachment 1)?

Attachments

- Design Workshop Memo (Project Updates, Draft Plan Table of Contents, etc.)
- Community Engagement Round 2 Summary ([link to Engagement Summary Appendices](#))

DESIGNWORKSHOP

Landscape Architecture
Planning
Urban Design
Strategic Services
Environmental Graphic Design

22860 Two Rivers Road, Suite 102
Basalt, Colorado 81621
970.925.8354
designworkshop.com

MEMORANDUM

To: The City of Louisville
From: Design Workshop: Jessica Garrow,
Alison Cotey
Date: Issued: December 20, 2024
Revised: January 2, 2024
Meeting Date January 9, 2024
Project Name: Louisville Comprehensive Plan
Project #: 7131
Subject: Louisville Comprehensive Plan-
Planning Commission Update #4

MEMORANDUM PURPOSE

The following memorandum outlines updates for the City of Louisville Comprehensive Plan. **We will discuss the following at the City of Louisville Planning Commission on January 9, 2024.**

We anticipate the following 60-minute agenda:

General Project Update	5 Min.
Presentation on Community Engagement Window #2	10 Minutes
Scenarios and Future Land Use Map Discussion	40 Minutes
Next Steps	5 Minutes

1) PROJECT UPDATES (5 Minutes)

Progress Report. Based on the scope of work, the following deliverables have been outlined as Complete, In Progress, or Pending.

Our team has completed the following percent complete for the contract:

- **Phase 1: Project Initiation- 90% Complete.**
 - **Complete:** This work included project kick off visits, project management plans, community engagement and stakeholder tracking, project communications and advisory board meetings. (Sept 2023-Mar 2024)
 - **Work in Progress:** The team will continue to hold bi-weekly meetings with the town (32 of 32 Meetings complete), one update to the community engagement plans for the draft plan/engagement window #3, and additional meetings with planning commission (4 of 6 meetings completed), and council (4 of 3 meetings completed).
- **Phase 2: Vision and Trends- 100% Complete**
 - **Complete:** This work included context and understanding as well as community engagement window #1. Deliverables included a past plan review, focus groups/1:1 interviews, and multiple assessments of existing conditions. Community engagement window #1 included an Open House and Online survey (March-April 2024)
- **Task 3: Future Needs and Trends- 100% Complete**
 - **Complete:** This work included a second round of engagement (engagement window #2) on plan vision and values, drafting plan vision, values and goal themes, development of scenarios and community open house and workshops. This will inform the development of plan content for the 50% Draft Plan. (Oct-Dec 2024)
- **Phase 4: Strategies and Implementation- 15% Complete**
 - **Complete:** This phase included project templates and Table of Contents (attached) and plan framework (June-July 2024)
 - **Work in Progress:** Refining three scenarios to a single Future Land Use Map (FLUM) and Three Mile Plan, the development of goals and strategies to support the FLUM. This will constitute a 50% Draft.
 - **Pending:** We will format an 80% of the plan for commission/council comment and feedback. (March-April 2025) Revisions will be made, and a 95% Draft will be shared with the community and presented for adoption. (May-June 2025) (100% delivered pending any final inclusions).

2) COMMUNITY ENGAGEMENT UPDATE (10 Minutes Presentation)

Our team approaches community engagement as interwoven throughout the process to guide and inform the technical content produced. This project includes three engagement windows where we will share the current state of the project and gather feedback from the community around specific questions to inform the next stages of work produced. The following table indicates the proposed engagement windows and status.



	Technical Content	Public Participation
Project Launch <i>Complete</i> Nov. to Dec. 2023	Branding and Communications	Project FAQ & Q&A Advisory Committee SKO Council and Commission SKO
Engagement Window #1 <i>Complete</i> Dec. 2023- Mar. 2024	Past Plan Review Technical Assessment	Community Vision - Focus Groups - Community Survey - Vision Open House Advisory Committee PC Meeting Council Presentation Engagement Summary
Engagement Window 1.5 <i>Complete</i> June. 2023-July 2024	Plan Vision, Values and Goals	Sharing the Community Vision and Core Values - Pop Up Events (Staff led) Advisory Committee PC Meeting Council Presentation
Engagement Window #2 Timeframe: <i>Complete</i> Oct. 2024-Dec. 2024	Plan Opportunities Future Land Use Map and Three Mile Plan Strategy Framework	Community Choices - Community Workshop - Open House We Are Here! - Engagement Summary (Attached!) - PC Meeting (Jan 6) - Council Presentation (Jan. 21)
Engagement Window #3 Timeframe: March-June 2025	Draft Plan Final Plan	Plan Review- Community Presentation Strategy Roadshows PC Meeting Adoption Meetings

Community Engagement 2 Summary. The attached community engagement summary outlines key findings from the community to inform the plan and future land use map. The key findings are also summarized in the next section of this memo.

3) SCENARIO PLANNING AND FUTURE LAND USE (40 Minutes)

The community provided feedback on their preferred direction for the three scenarios presented in community engagement window #2 (summary attached). We will share high level feedback from the community and engage in discussion to identify a preferred direction for the future of Louisville in the development of the Future Land Use Map (FLUM).

As you review the feedback, please consider the following key questions. The team will use these questions to guide the discussion at the meeting.

1. Do you agree with the approach for the Plan's Future Land Use Map (FLUM)? When evaluating the FLUM, consider the following:
 - a. Preferred Scenario. Based on the three scenarios presented to the community, which of these, or which combinations, most closely align with your vision for the future? The community's vision?
 - b. FLUM. Based on community feedback, what should be carried forward to a preferred FLUM? What should not be considered? Are these the right future land use categories?
 - c. Plan Elements. How much housing is right for the future of Louisville? How and where should there be a focus on economic vibrancy? How can housing and mixed-use housing be used to strategically influence economic vibrancy? What needs to be considered from an equity, sustainability and resilience perspective in these plans? What are critical infrastructure aspects including transportation, utilities and services?
 - d. Decision making. How should the FLUM be used to influence future zoning decisions? What flexibility should exist to allow for changing conditions?
2. Do you have any comments about the Plan's proposed table of contents (see Attachment 1)

Scenario planning. Using current drivers and trends to assume possible outcomes, the scenarios explore how different decisions may impact land use and development. The core values previously established were important when developing the 3 scenarios and were used as a lens for which to evaluate trade-offs of each alternative. The community engagement summary includes a robust assessment of the community's feedback and preference on the three scenarios.

When applied to the creation of a Future Land Use Map (FLUM), the feedback, coupled with the analysis from the existing conditions phase of work, will help to inform a shared vision for the community's future. Several themes have emerged and should inform the next stages of the Comprehensive Plan. The Future Land Use Map (FLUM) should address the following:

- **Land Use:** *Support increased housing options and focus on density toward centers in appropriate locations. This includes encouraging mid-to-high density housing along McCaslin Boulevard with the potential for 4-stories, and to consider up to 5 stories in certain areas by Hwy 36, mid-density infill in downtown with the potential for up to 3-stories for multi-family development, and a mix of housing types in Retail Ridge and along South Boulder Road. Continue to maintain existing single-family neighborhoods, while allowing gentle infill for contextually appropriate Accessory Dwelling Units (ADUs), duplexes and triplexes.*
- **Circulation:** *Promote transit centers and encourage connectivity through transit, bus lines, and micro-transit options. Improve pedestrian crossings, including those over rail lines, and consider adding flashing lights for pedestrian safety. Enhance signage and*

wayfinding along trail corridors and add more underpasses to improve accessibility. There is a desire for an pedestrian undercrossing at Coal Creek and Dillon Road.

- **Economy:** Support increased job opportunities and a retail balance along McCaslin Boulevard. Focus on job and commercial development in Retail Ridge and along McCaslin, as appropriate. Promote increased job opportunities downtown to enhance vitality and consider events or programs to attract people to the area.
- **Parks and Open Space:** Encourage the development of gathering spaces, particularly downtown, and explore the addition of a soccer field. Maintain and improve open space, with particular emphasis on preserving habitat. Maintaining some open space in Redtail Ridge, such as a large community green.
- **Sustainability:** Ensure future housing and development is efficient and sustainable. Identify locations for solar energy infrastructure. Integrate transit connections into new developments to reduce commuting and vehicle miles traveled (VMT). Encourage sustainable building practices, including smaller and more compact development.
- **Equity:** Support the development of senior housing and affordable housing for families. Ensure transit stops and connections are available to support new development.

Future Land Use Map (FLUM). Future Land Use Map (FLUM) is a critical component of comprehensive planning to guide long-term development and land use decisions. It serves as a visual representation of how land is intended to be used in the future, based on the community's goals and vision. To support the uses on the map, Future Land Use Classifications (e.g., residential, commercial, industrial, open space) outline the types of development that are encouraged for the future. This is not zoning but can help to support future decisions related to zoning and policy. A review of the comments indicates the community's desire for a combination of the three scenarios. Key Findings from the Community Engagement Window and the existing conditions analysis to inform the Future Land Use Map include the following:

<i>Opportunity Area</i>	<i>Community Feedback- Key Understanding</i>	<i>Future Land Use Approach</i>
Area 1: South Boulder Road	• Preference for a mix of residential and mixed-use. Identified as a good location for senior and affordable housing. • Pocket parks and pedestrian connectivity and traffic flow are important. • Adaptive reuse opportunities for infill and retrofitting office to residential.	• Mid-density residential uses in some locations near South Boulder Road and Highway 42, opportunity to consider 3-stories. • Mixed use residential and commercial along some parts of South Boulder Road; consider allowing residential by-right in mixed use districts.
Area 2: Downtown Louisville	• Desire to see a thriving downtown, a central hub of the community. • Allow for more diverse uses in downtown such as housing but spread out so not concentrated to one area. • Desire to see mixed-use 3-story buildings at appropriate locations.	• Maintain ground floor retail and other street level active uses in commercial area. • Propose mid-density residential in some locations, including above ground floor retail. • Consider 3-stories in some locations, including near future transit.

	• <i>Promote commercial and retail vibrancy.</i>	• <i>Support enhancements to community gathering places.</i> • <i>Address as a special character area with supplemental policies addressing design, scale, and land use.</i>
Area 3: McCaslin Corridor	• <i>Desire to see a vibrant place in the community, including a mix of uses, gathering space and connectivity.</i> • <i>Emphasis on mid-density along Centennial Blvd., mix-use and commercial along the McCaslin corridor, and high-density along the Hwy. 36 corridor.</i> • <i>Encourage safe, accessible and connected streets and pathways.</i>	• <i>Mid-density residential uses along Centennial Blvd, changing current zoning from office.</i> • <i>Maintain commercial (retail) as primary use along McCaslin Blvd.</i> • <i>High-density residential/mixed use near US 36; consider 4 stories, up to 5 stories at locations along US 36.</i> • <i>Incorporate parks, green space, or trail connections to promote transportation and open space connectivity.</i>
Area 4: Redtail Ridge	• <i>Desire to balanced development that promotes jobs and housing balance and preserves some open space.</i> • <i>Integrated to the City of Louisville, but can stand alone (jobs, homes, goods and services located in the same area).</i> • <i>Connectivity and congestion (both internal and on surrounding roadways) are important.</i>	• <i>Mid-density residential and mixed-use residential uses at some locations, opportunity to consider 3 or 4 stories.</i> • <i>High-density residential near relocated hospital site and along US 36; opportunity to consider 4-stories, consider transit connections.</i> • <i>Propose mid- to high-density housing inter-mixed with office, R&D and industrial uses when appropriate to support jobs-housing balance and vibrancy.</i> • <i>Consider a community green area, green corridor and trails network to promote livability/workability.</i>

Land Use Classifications. We are proposing the following Land Use Categories/ Placetypes. Each Placetype will include the following: (1) Description/Characteristics, (2) Urban Design Elements- Land Use, Connectivity, Placemaking (3) Resilience and Sustainability Considerations, (4) Economic Vibrancy Considerations, (5) Equity Considerations.

Table 2: Comprehensive Plan Proposed Future Land Use (“Place Type”) Categories	
Land Use Category (Place Type)	Brief Description
Low Density Residential	• Only detached single family residential • 1-10 DU/acre • Up to 2-2 ½ stories
Mid Density Residential	• Only residential with some attached units (e.g., townhomes) • 10-20 DU/acre • Up to 3 stories
Mid Density Residential Mixed Use	• Residential with mostly attached units (e.g., multifamily); some retail or office allowed • 20-30 DU/acre • Up to 3 stories
Mixed Use Retail	• Mix of retail with some residential or office • 3-4 stories
Mixed Use Center/High Density Residential	• Residential with some ground floor retail or office • 30-40 DU/acre • 4 stories, up to 5 in some locations
Commercial	• Mostly retail, office • 3-4 stories
Industrial Mixed Use	• Light industrial with some limited retail or office • 3-4 stories
Industrial Office/Research and Development	• Light industrial with office, research, or labs • 3-4 stories
Office	• Mostly offices • 3-4 stories
Park	• Public parks and other community gathering places
Open Space	• Open space areas as defined in the City Charter
Public/Institutional	• Government facilities and other institutional uses
DU=dwelling unit	

4) NEXT STEPS

The following indicates the timeline for the development of the City of Louisville Comprehensive Plan.

Deliverable	JAN	FEB	MAR	APR	MAY	JUNE	JULY
50% Draft Document <i>Microsoft Word</i>		Staff Review					
FLUM and Placetypes		Staff Worksession					
Goals and Strategies			Roadshow <i>PC and Council Review</i>				
80% Draft <i>Formatted PDF</i>					Staff Review		
95% Draft <i>Formatted PDF- Comments captured in comment log</i>						Public Comment PC and Council Review	
Final Adoption							PC Council
	City Staff Review Timeframe						
	Consultant Production Timeframe						

DOCUMENT FORMAT

As the project plan moves into the drafting and adoption phase, it is important to consider the overall document format and contents. We will create a graphically engaging document that is clear, concise, and easy to understand that can be delivered to a variety of audiences in an accessible way of approximately 80-100 pages.

Previous project deliverables including the synthesis of existing plan review memo (complete), focus group meeting summary (complete), baseline assessments (complete), and community engagement materials and summaries 1, 1.5 and 2 (complete), and scenario planning memorandum, which will serve as a foundation of content for the Draft Plan. Other aspects of the plan document, such as strategies, future land use maps, and corresponding future land use categories are in development and will be shared with the city in 2025 according to the timeline above.

The anticipated Table of Contents for the document is outlined below.

TABLE OF CONTENTS **Subject to Change*

I. Cover

II. Letter from the Mayor or City Manager (2 page spread)

a. City staff to support the development of letter.

III. Acknowledgements (2 page spread)

a. City to support the development of acknowledgements list.

b. Land Acknowledgement (City to determine if desired)

IV. Table of Contents (2 page spread)

V. Chapter 1: Introduction (Approx. 6 Pages)

- a. About this Plan
 - i. Purpose
 - ii. Plan Process
 - iii. Community Engagement
- b. Plan Organization (Overview)
 - i. How this Plan is Organized
 - ii. Vision and Values
 - iii. Goal Summary/Plan Framework

VI. Chapter 2: Current Understanding (Approx. 10 Pages)

- a. Community Context
 - i. Regional Context
 - ii. Demographic Snapshot
 - iii. Historic Context
 - iv. Past Plan Summary
- b. Current Understanding/ Existing Conditions
 - i. Land Use and Urban Design
 - ii. Transportation and Mobility
 - iii. Environment and Sustainability
 - iv. Economic Conditions
- c. Driving Forces and Key Findings

VII. Chapter 3: Vision and Values (Approx. 6 Pages)

- a. **Vision Framework**
 - i. Vision Statement
 - ii. Core Values (Guiding Principle Statement)
 - 1. Overarching Values
 - a. Equity (Narrative)
 - b. Resilience (Narrative)
 - c. Sustainability (Narrative)
 - d. Vibrancy (Narrative)
 - iii. What we heard from the community/ How these were developed

VIII. Chapter 4: Plan Elements (Approx. 25 Pages)

- a. Introduction to the Plan Elements and Goals Summary
- b. Community Character: We value a balanced approach to change that maintains and enhances our community.
 - i. Background- What we heard
 - ii. Themes and Focus Areas. (Each of the following includes several goals followed by strategies to achieve the goal.)
 - 1. Housing Diversification
 - 2. Jobs and Housing Balance
 - 3. Community Identity
 - 4. Transportation and Connectivity
- c. Community Places: We value community places that bring people together and support healthy living including parks, open spaces, and other public places.

- i. Background- What we heard
 - ii. Themes and Focus Areas. (Each of the following includes several goals followed by strategies to achieve the goal.)
 - 1. Parks and Facilities
 - 2. Open Space
 - 3. Public Plazas and Community Gathering
- d. Community Connectivity: We value knowing our neighbors through a community network that is inclusive and inter-connected.
 - i. Background- What we heard
 - ii. Themes and Focus Areas. (Each of the following includes several goals followed by strategies to achieve the goal.)
 - 1. Equity, Diversity and Inclusion
 - 2. Community Events
 - 3. Community Partnerships
 - 4. Community Resilience and Adaptation
- e. Civic Leadership: We value transparent, collaborative, and fiscally responsible local government.
 - i. Background- What we heard
 - ii. Themes and Focus Areas. (Each of the following includes several goals followed by strategies to achieve the goal.)
 - 1. Core Community Services
 - 2. Transparency and Inclusivity
 - 3. Fiscal Responsibility
 - 4. Regional Collaboration
- f. Economic Vibrancy: We value thriving and dynamic businesses that support and engage the community.
 - i. Background- What we heard
 - ii. Themes and Focus Areas. (Each of the following includes several goals followed by strategies to achieve the goal.)
 - 1. Downtown Vibrancy
 - 2. Supportive Business Environment
 - 3. Placemaking and Public Realm
- g. Environmental Sustainability: We value climate action, environmental resilience, and adaptation to promote environmental sustainability for the enduring vitality of our community.
 - i. Background- What we heard
 - ii. Themes and Focus Areas. (Each of the following includes several goals followed by strategies to achieve the goal.)
 - 1. Recovery and Resilience
 - 2. Open Space and Habitats
 - 3. Sustainability and Decarbonization
 - 4. Equitable Resilience and Adaptation

IX. Chapter 4: Future Land Use (Approx. 14 Pages)

- a. About/ Purpose
- b. What we heard from the Community
 - i. How do we think about growth?

- ii. How did this inform the FLUM?
- c. Future Land Use Map
 - i. Land Uses Categories (Up to 12 Categories- Further described in the section below)
 - ii. Districts
 - iii. Nodes
 - iv. Corridors
- d. Land Use Categories
 - i. Placetype (Each Placetype will include the following:)
 - 1. Description/ Community Character
 - 2. Values Alignment
 - a. Resilience and Sustainability Considerations
 - b. Economic Vibrancy Considerations
 - c. Equity Considerations
 - 3. Urban Design
 - a. Land Use
 - i. Density/Scale
 - ii. Architectural Considerations
 - b. Community Connectivity
 - c. Community Placemaking
- e. Three Mile Plan
 - i. Annexation Areas
 - ii. Partners and IGAs
 - iii. Infrastructure Planning/Water Supply

X. Chapter 5: Next Steps (Approx. 4 Pages)

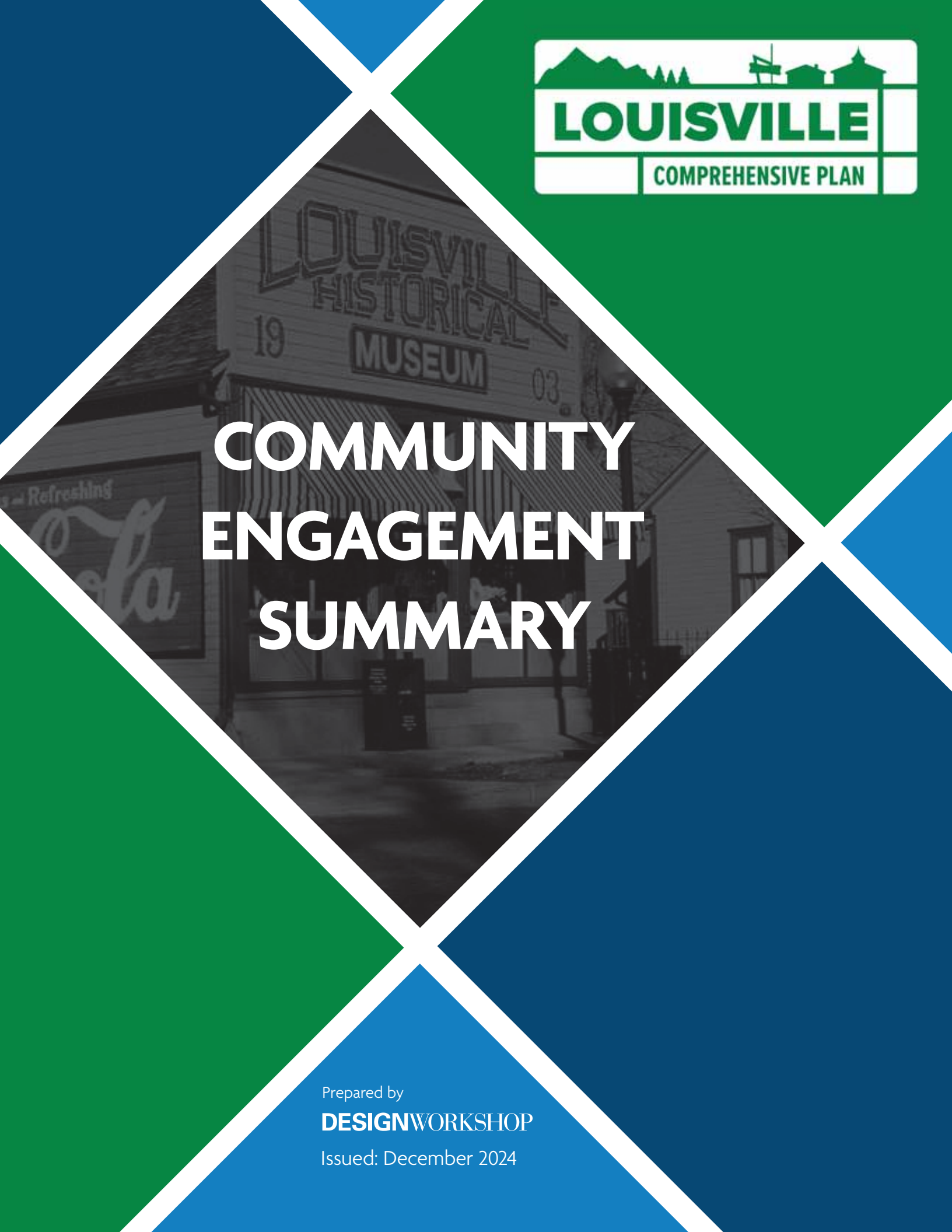
- a. Implementation Matrix Highlights and/or Priority Actions
- b. Regulatory Requirements and Recommendations
- c. Conclusion

XI. Glossary and List of Acronyms (Approx. 3 Pages)

- a. *City to support in the identification of terms.*
- b. *DW to develop definitions.*

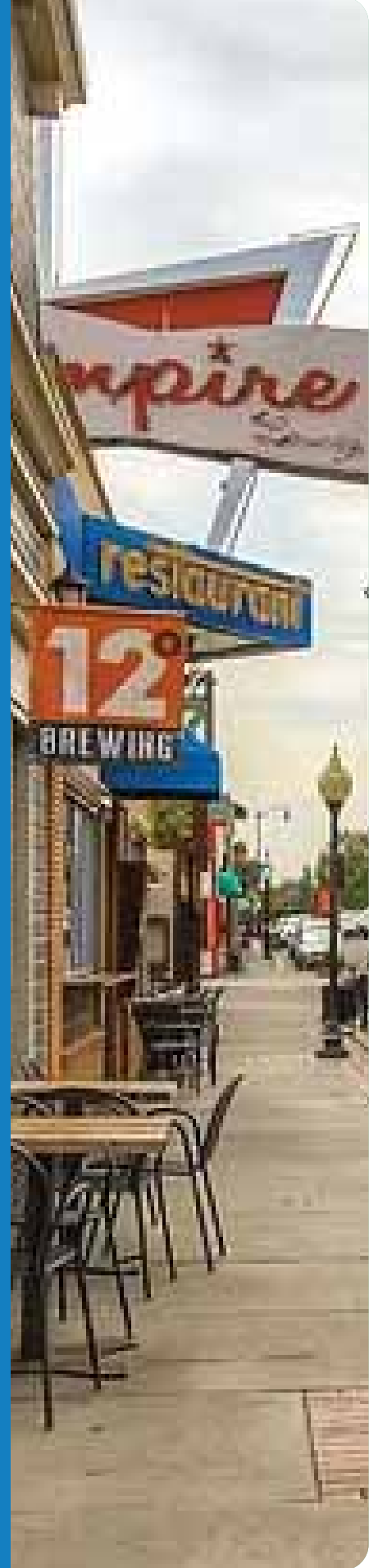
XII. Appendix

- a. Implementation Matrix
- b. Previous Plans Review (Memorandum)
- c. Baseline Assessments (Compiled Memorandum)
- d. Community Engagement Summary (Compiled Focus Groups, Engagement Summaries)

A black and white photograph of the Louisville Historical Museum building, which has a sign that reads "LOUISVILLE HISTORICAL MUSEUM" and "19 03". The building is surrounded by a street with a striped awning and a sign that says "Refreshing". The photograph is framed by a large, stylized 'X' shape made of blue and green geometric shapes.

COMMUNITY ENGAGEMENT SUMMARY

Prepared by
DESIGNWORKSHOP
Issued: December 2024



1. Introduction

The City of Louisville has conducted community-wide engagement to understand the community's preferred growth scenarios as a part of the process to create a new Comprehensive Plan. Once understood, these will inform the City's Future Land Use Map. This summary document outlines the feedback received in Engagement Window 2, which included an open house event and a community survey. Questions in these activities were focused on understanding the preferred growth scenarios of the community and asked about topics such as opportunity areas for development, job growth, transportation and the environment. Engagement Window 2 built off the feedback in Engagement Window 1. The summary of Engagement Window 1 can be found [here](#).

Engagement

The Louisville community survey was conducted online from November 7 to December 3, 2024 and was hosted via the ESRI's survey platform. Over the course of four weeks, 81 responses were collected. The survey was noticed on EngageLouisville.com, and flyers with QR codes were posted around the city. The survey was also noticed through social media posts.

The open house was held in Louisville on November 7, 2024 at the Recreation and Senior Center and drew over 100 participants. Three Workshops were held throughout the day, from 11-12:30, 1:30-2:00, 2:30-4:00. These meetings included a presentation followed by a map activity. The evening open house was held from 5:00-7:00 and was an open pass through format with a scavenger hunt to visit different 'stations' around the room. The boards for this event are located on the adjacent page and full size images are in the Appendix.

The results from these activities are used to refine the future land use map and develop the draft goals and strategies of the Comprehensive Plan. This is the third effort in this process to gather feedback from the community.

This document includes the following sections:

- 1) Introduction
- 2) Analysis Methodology
- 3) Community Values
- 4) Scenario Planning Workshops
- 5) Preferred Scenarios
- 6) Key Findings
- 7) Appendices



Open House Participants from November 8th, 2024

Engagement Activities



2. Analysis Methodology

The following analysis includes a summary of responses and insight into the community's vision, values and priorities. To analyze the individual responses to each of the questions, key sub-themes were formulated based on the frequency of responses.

The following factors influenced how data is shown throughout the report.

- Not every survey participant answered every question and as a result, summaries of each set of results is based on the individuals who answered the specific question.
- Questions at the open house and workshop events were similar to the community survey, and where possible the results have been combined in this summary to share the overall community feedback from this Engagement Window.

Each question identifies key understanding from the responses and references quotes from Louisville residents.



Engagement Workshops at the Louisville Recreation and Senior Center



Open House Participants from November 8th, 2024



Workshop Participants from November 8th, 2024

3. Community Values

A core values answers the question ‘Who are we and what guides us? There are six theme areas, each of which has evolved from the previous 2012 Values through extensive outreach and discussion with staff, leadership, and the community. Each of these values has been reviewed and endorsed by Louisville Planning Commission and City Council. The following analysis includes a summary of responses from the community values boards. The community could provide open comments at the open house and online survey. The following includes a summary of understanding, themes and selected quotes. Open comments are included in the Appendix.

1. What strategies or actions would you like to see to enhance **COMMUNITY CHARACTER** in Louisville?

Key Understanding

To enhance community character in Louisville, residents emphasize housing diversity and affordability, calling for zoning changes to allow denser, mixed-use developments, more affordable options, and diverse housing types at appropriate locations, such as duplexes and triplexes, to sustain families and promote inclusivity.

Revitalization and preservation efforts focus on restoring downtown as a vibrant core while protecting the city’s small-town charm. Adjustments in zoning and land use to repurpose underutilized spaces and integrate mixed-use developments into suitable areas are desired.

Equity and inclusivity are highlighted as critical gaps needing attention in vision statements and policies. Improved pedestrian and cyclist safety infrastructure, like better crossings and bike routes, is a shared priority, alongside expanding recreational amenities and safeguarding natural areas and wildlife to maintain Louisville’s unique identity and quality of life.

Housing Diversity and Affordability

“More mixed use and denser housing options with commercial space on the ground floor.”

“More affordable housing options so people can afford to live here.”

“Housing diversification is most needed.”

“Permit more units within existing old town neighborhoods.”

“Housing for families with young kids. More affordable. Support our schools.”

“Would like to see zoning changes so that duplexes/triplexes could be integrated into existing residential neighborhoods.”

Revitalization and Preservation

“Revitalize downtown – we need our core gathering spaces back.”

“Keep Louisville unique; it’s fast losing all of its once charming character.”

“Put small-town character back in the vision statement and core values.”

Land Use Changes and Pedestrian Safety

“Redo residential zoning districts; allow more mixed use in some areas that have been residential.”

“Instead of reducing and confusing car traffic lanes, make crossings that light up or stop traffic for pedestrians and bikes.”

“Safer pedestrian crossings. Blinking lights at Cherry/Bella Vista crossing.”

“Repurpose existing commercial buildings.”

“Safer bike routes in the downtown area.”

COMMUNITY VALUES

2. What strategies or actions would you like to see to enhance **COMMUNITY PLACES** in Louisville?

Key Understanding

To enhance Louisville’s community places, residents prioritize expanding housing and economic diversity with affordable multi-unit housing, senior housing, and retail developments to attract families and support workers. Enhancing community spaces through parks, plazas, food halls, and downtown events fosters vibrant public life.

Improving infrastructure with better multi-modal connections, mixed-use developments, and recreational facilities like pickleball and indoor tennis courts is also emphasized. Long-term planning includes protecting natural areas, planting more trees, preparing for disasters, and managing growth to maintain Louisville’s small-town charm.

Housing and Economic Diversity

“No more single-family houses; more multi-units and retail developments to attract young families.”

“More affordable housing units, such as apartments, for people who work in Louisville.”

“Senior housing that is cheap to build.”

Community Spaces and Gathering Areas

“Rework McCaslin to have community spaces like parks. Think big.”

“More community gathering spots – food halls, public markets.”

“Downtown community events like street fairs, ice skating, food fests, and farmers markets.”

“Create a public plaza in Centennial Valley.”

“An amphitheater downtown.”

Infrastructure and Accessibility

“Strong multi-modal connections around town. Create new and enhance existing.”

“Mixed use in downtown; remove/reduce arbitrary height restrictions.”

“Dedicated pickleball courts.”

“Indoor tennis courts.”

Environmental and Long Term Planning

“More trees for birds/raptors; we are losing trees.”

“There needs to be a real disaster planning budget.”

“Move Avista to Red Tail Ridge property.”

“Cap growth to keep Louisville’s small-town feel.”

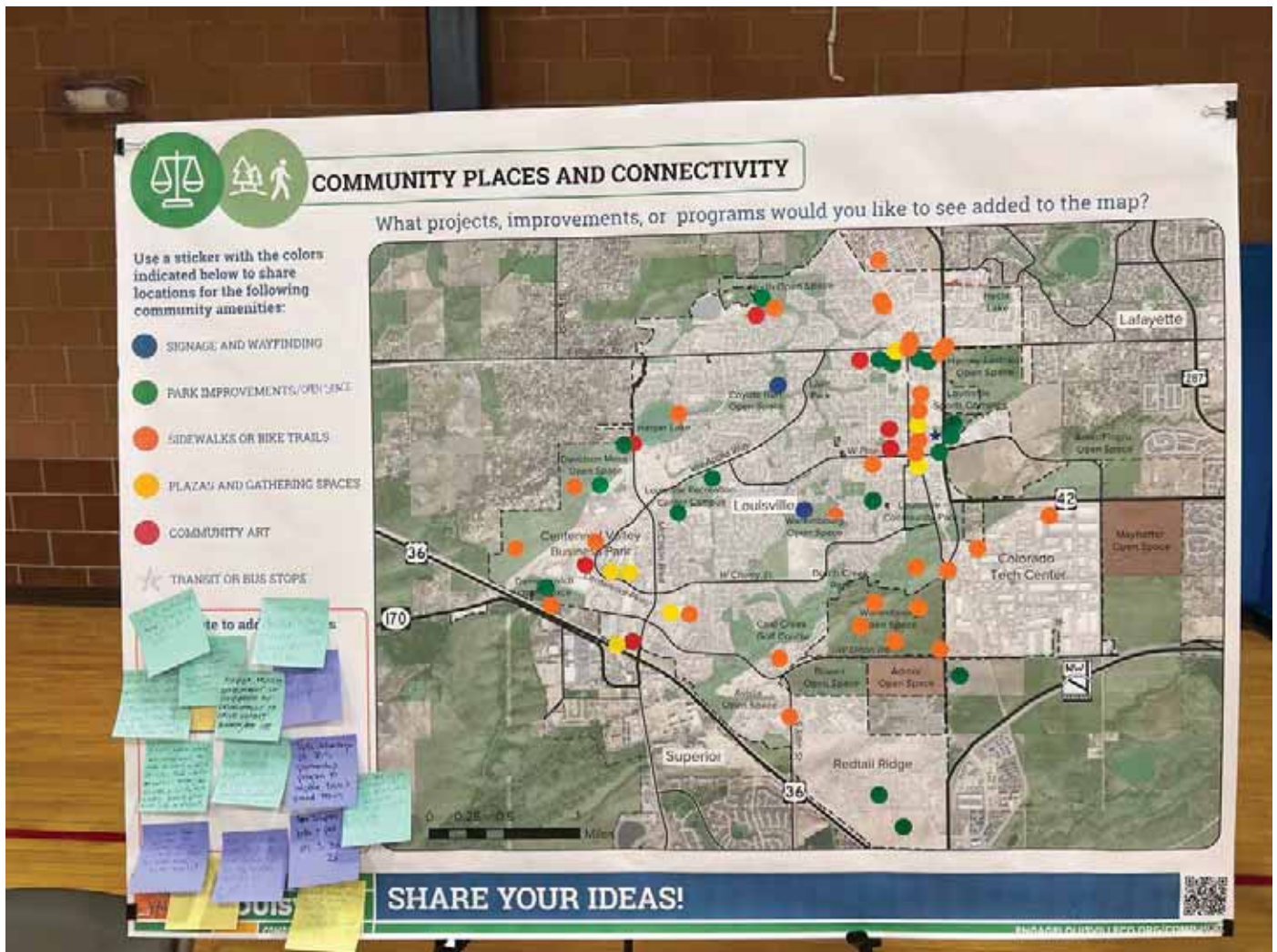
COMMUNITY VALUES

3. What projects, improvements, or programs would you like to see added to the map related to **COMMUNITY CHARACTER** and **COMMUNITY PLACES**?

Key Understanding

To enhance community character and places in Louisville, residents suggest projects such as improving connectivity with better multi-modal transportation connections to Boulder, more bike trails, and underpasses for safer bicycle crossings. Enhancements include adding signs and maps on open space trails for easier navigation and improving bike/pedestrian access on South Boulder Road.

They also propose wildlife-friendly upgrades to Harper Lake, benches and structures at Davidson Mesa dog park, and better utilization of open space behind the police station. Higher-density development at the Cinebarre site could foster vibrant business and arts use. Partnerships like RTD could expand transit options, while downtown bike path alternatives address e-bike congestion.



Community Places and Connectivity Board at Open House

COMMUNITY VALUES

4. What strategies or actions would you like to see to enhance **CIVIC LEADERSHIP** in Louisville?

Key Understanding

To strengthen civic leadership in Louisville, residents propose strategies to increase responsiveness from City Council and providing more opportunities for town and youth civic leadership.

Suggestions include hosting regular ward meetings, “coffee with your local official” events, and leveraging local stakeholder groups for collaboration. Enhanced regional cooperation with Superior and Lafayette on community activities is also encouraged to foster broader community connections.

Accessible and Responsive Governance

“More online engagement from city council”

“Coffee with your local official.”

Enhanced Leadership Opportunities

“More opportunities for town civic leadership.”

“More opportunities for youth civic leadership.”

“Regular monthly ward meetings.”

Community Collaboration and Stakeholder Engagement

“Utilize local stakeholder groups/ individuals more often.”

“Collaborate with Superior and Lafayette on community activities.”

COMMUNITY VALUES

5. What strategies or actions would you like to see to enhance **COMMUNITY CONNECTIVITY** in Louisville?

Key Understanding

To enhance community connectivity in Louisville, residents suggest stronger regional coordination, particularly with county trails, and solving the “last mile” problem to improve transit accessibility. Ideas include extending the Powerline Trail to connect key bike routes, adding more bike lanes, and expanding public transit options, such as connections to the CTC and reduced car dependency.

Proposals also include a pedestrian underpass across South Boulder Road at the Highway 42 intersection to encourage walking, partnering with school districts for connectivity, and exploring county-level transportation management instead of RTD. Balancing car access with pedestrian and bike priorities remains a key concern.

Regional and Local Connectivity

“Coordinate to have stronger regional connections, especially with county trails.”

“Public transit to CTC from other communities.”

“Powerline Trail should connect to Lookout Road and eventually link the diagonal bikeway and highline trail.”

Addressing Transportation Gaps

“Need to solve the ‘last mile problem’ – make it easy to get from McCaslin Park to ride to residences.”

“Tunnel from Union Jack area to King Soopers to promote walking from Delo to grocery.”

Transit Infrastructure Alternatives

“More bike lanes, more access to transit. We need people to get out of their car dependency.”

“Need more transit connections. Fewer cars as time goes on.”

“Focusing/prioritizing bicycle and pedestrian connectivity is a huge mistake. Bottom line, people want to drive their cars.”

Governance and Partnerships

“Dissolve RTD and handle transportation at the county level.”

“How could the city partner with school districts?”

COMMUNITY VALUES

6. What strategies or actions would you like to see to enhance **ECONOMIC VIBRANCY** in Louisville?

Key Understanding

To boost economic vibrancy in Louisville, residents propose prioritizing retail over office spaces and encouraging mixed-use developments with condos, ground-floor retail, and parks. Suggestions include attracting local businesses that cater to residents, offering incentives for commercial stores on McCaslin, and creating spaces for artists and small shops.

Enhancing the McCaslin corridor with residential, business, and light industrial uses, increasing density to blend residences with retail, and attracting high-quality restaurants are key strategies. Downtown revitalization, including tidying up unsafe structures, supporting businesses through tax breaks or lower rents, and adding multi-family housing, is also emphasized to create a more dynamic and accessible local economy.

Revitalization of Commercial Areas

"Redo McCaslin corridor with more residential, business, and light industrial."

"Support more businesses downtown. Tax breaks? Lower rents?"

"Downtown needs some tidying up. Some business structures are unkept and unsafe."

Diversified Housing Options

"Condos for diversity of housing with ground floor retail."

"More density and intermingling of residences and retail."

"New urbanism for McCaslin. More affordable and attainable housing, mixed-use, and parks."

"More multi-family housing."

Local Businesses and Retail Development

"Include local businesses aimed at residents, not tourists."

"Can incentives be used to attract and maintain commercial stores on McCaslin?"

"Attract nicer restaurants."

"Artist space or studios or small shops."

Mixed-Use and Urban Design

"Less office, more retail."

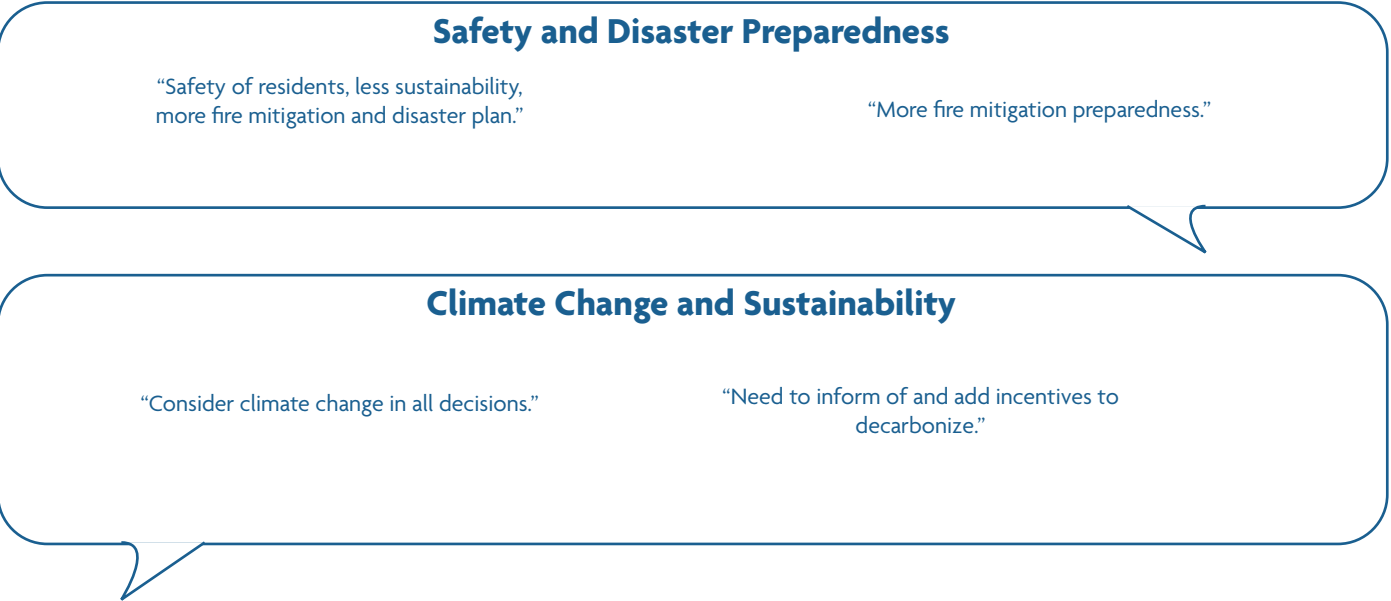
"Mixed-use development."

COMMUNITY VALUES

7. What strategies or actions would you like to see to enhance ENVIRONMENTAL SUSTAINABILITY in Louisville?

Key Understanding

To enhance environmental sustainability in Louisville, residents emphasize prioritizing fire mitigation and disaster planning to ensure safety. Suggestions include incorporating climate change considerations into all city decisions and providing incentives to encourage decarbonization efforts.

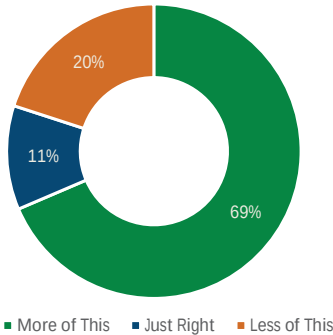


COMMUNITY VALUES

8. Which land uses would you like to see more or less of?

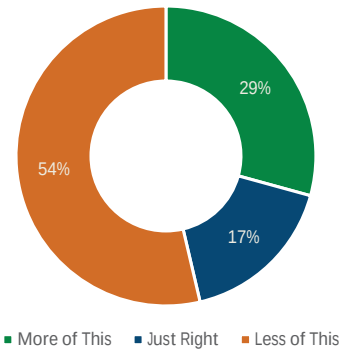
Mixed Use Retail:

69% of open house participants indicated that they would like to see more mixed use retail in Louisville. 20% indicated that they would like to see less of it while 11% indicated that Louisville already has the right amount.



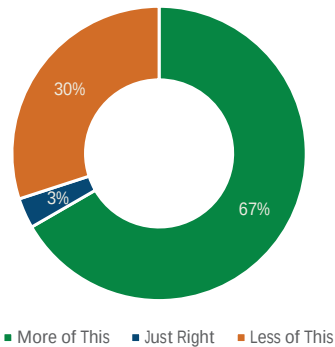
Low Density Residential:

29% of open house participants indicated that they would like to see more low density residential development. 54% indicated that they would like to see less of it while 17% indicated that Louisville already has the right amount.



Mid Density Residential:

62% of open house participants indicated that they would like to see more mid density residential development. 3% indicated that they would like to see less of it while 30% indicated that Louisville already has the right amount.

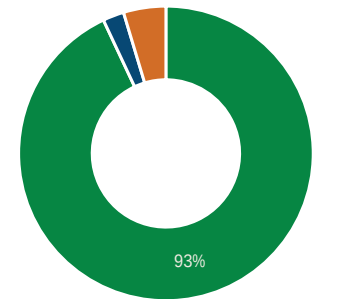


COMMUNITY VALUES

8. Which land uses would you like to see more or less of?

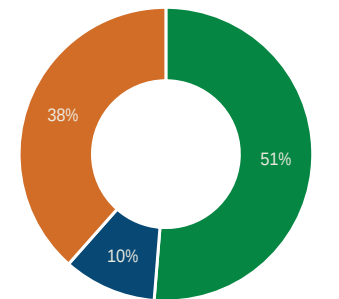
Mixed Use/Mid Density Residential:

93% of open house participants indicated that they would like to see more mixed use/ mid density residential in Louisville. 5% indicated that they would like to see less of it while 2% indicated that Louisville already has the right amount.



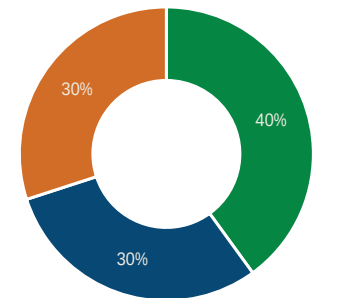
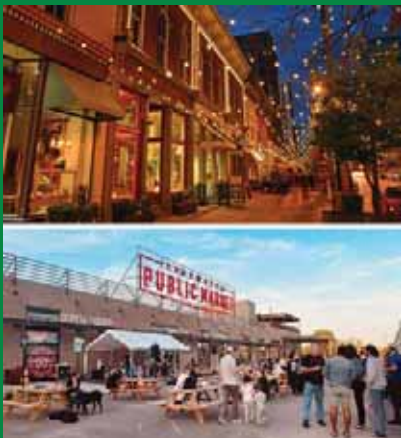
Mixed Use/High Density Residential:

51% of open house participants indicated that they would like to see more mixed use/ high density residential development. 38% indicated that they would like to see less of it while 10% indicated that Louisville already has the right amount.



Commercial:

40% of open house participants indicated that they would like to see more commercial development. 30% indicated that they would like to see less of it while 30% indicated that Louisville already has the right amount.

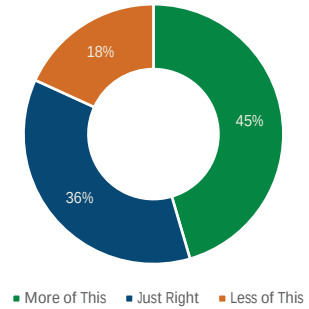


COMMUNITY VALUES

8. Which land uses would you like to see more or less of?

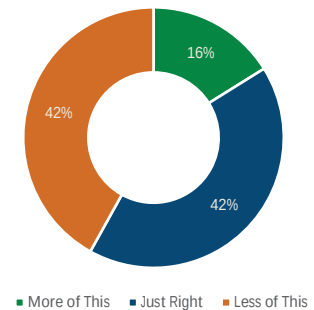
Industrial Mixed Use:

45% of open house participants indicated that they would like to see more industrial mixed use development in Louisville. 18% indicated that they would like to see less of it while 36% indicated that Louisville already has the right amount.



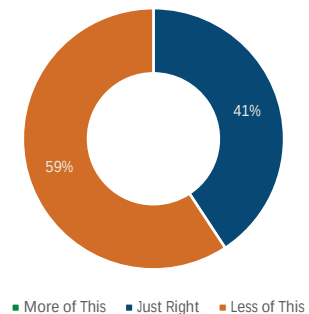
Industrial Office/R&D:

16% of open house participants indicated that they would like to see more industrial office/R&D development in Louisville. 42% indicated that they would like to see less of it while 42% indicated that Louisville already has the right amount.



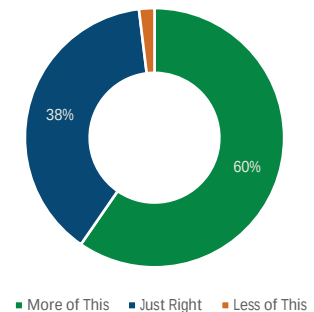
Office:

0% of open house participants indicated that they would like to see more office development in Louisville. 59% indicated that they would like to see less of it while 41% indicated that Louisville already has the right amount.



Park/Plaza/Open Space

60% of open house participants indicated that they would like to see more parks/plazas/open space in Louisville. 2% indicated that they would like to see less of it while 38% indicated that Louisville already has the right amount.



4. Scenarios

Scenario planning explores and evaluates potential future developments and outcomes in a city by creating multiple possible scenarios based on driving forces about key factors like population growth, economic trends, and the community vision. This effort engaged the Louisville community on three future growth and development scenarios to inform the Comprehensive Plan.



In an effort to create a shared vision for the city’s growth, community members were presented with three distinct growth scenarios, each reflecting potential paths the city could take over the next several decades. These scenarios explored different priorities, such as housing density, transportation networks, green space preservation, and economic development strategies. Residents were encouraged to carefully consider the implications of each scenario, comparing their benefits and trade-offs.

LEGEND

--- Louisville boundary

— Major road

— Trails

▨ Opportunity Areas

1 South Boulder Road Corridor

2 Downtown

3 McCaslin Corridor

4 Redtail Ridge

Existing Place Types

■ Commercial

■ Mixed Use Retail

■ Low Density Residential (1-10 DU)

■ Mid Density Residential (10-20 DU)

■ Mixed Use/Mid Density Residential (20-30 DU)

■ Mixed Use/High Density Residential (30-40 DU)

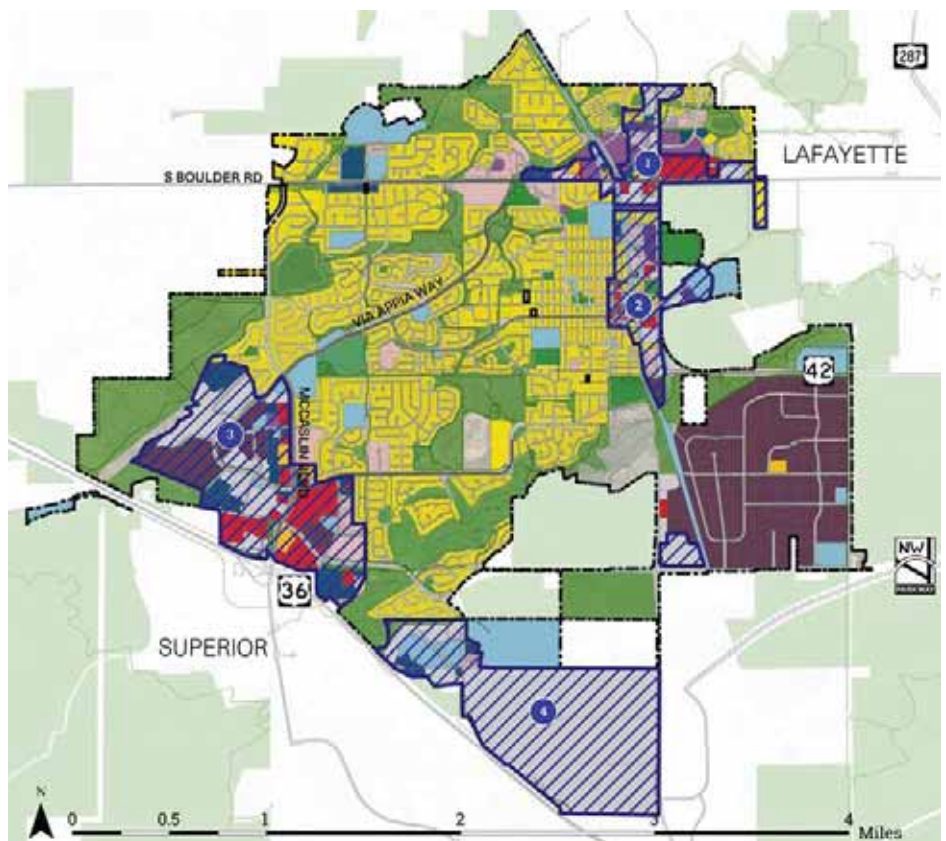
■ Park/Plaza/Open Space

■ Public Use

■ Industrial Mixed Use

■ Industrial Office/R&D

■ Office



Areas of Opportunity map

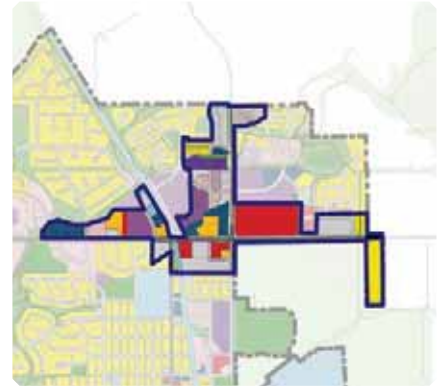
THE FOUR OPPORTUNITY AREAS

AREAS OF STABILITY AND AREAS OF CHANGE

Scenario planning focused on specific areas that are more likely to change, referred to as opportunity areas. For this exercise, other areas less likely to change are referred to as Areas of Stability. The scenario planning activities asked the Louisville community what should change look like within these Opportunity Areas.

Opportunity Area 1: South Boulder Road Corridor

South Boulder Road has potential for infill/redevelopment. Scenario planning will explore trade-offs between increased housing, retail/commercial uses, and connectivity.



Opportunity Area 2: Downtown

Downtown Louisville is a mix of historic buildings and local businesses along Main Street. A future transit station north of Downtown is a central opportunity for redevelopment. As population in this area increases, the opportunity for successful retail also increases.



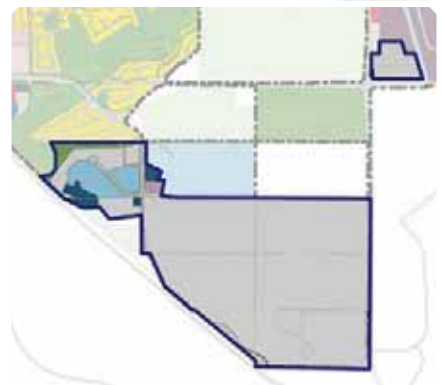
Opportunity Area 3: McCaslin Corridor

With current commercial vacancies, this area has potential to include infill/redevelopment. Scenario planning will explore trade-offs between increased housing, retail, commercial uses, and connectivity.



Opportunity Area 4: Redtail Ridge

Redtail Ridge can address potential opportunities for growth and density of different land uses. Adventist Hospital property may become a redevelopment site if the hospital moves to Redtail Ridge.

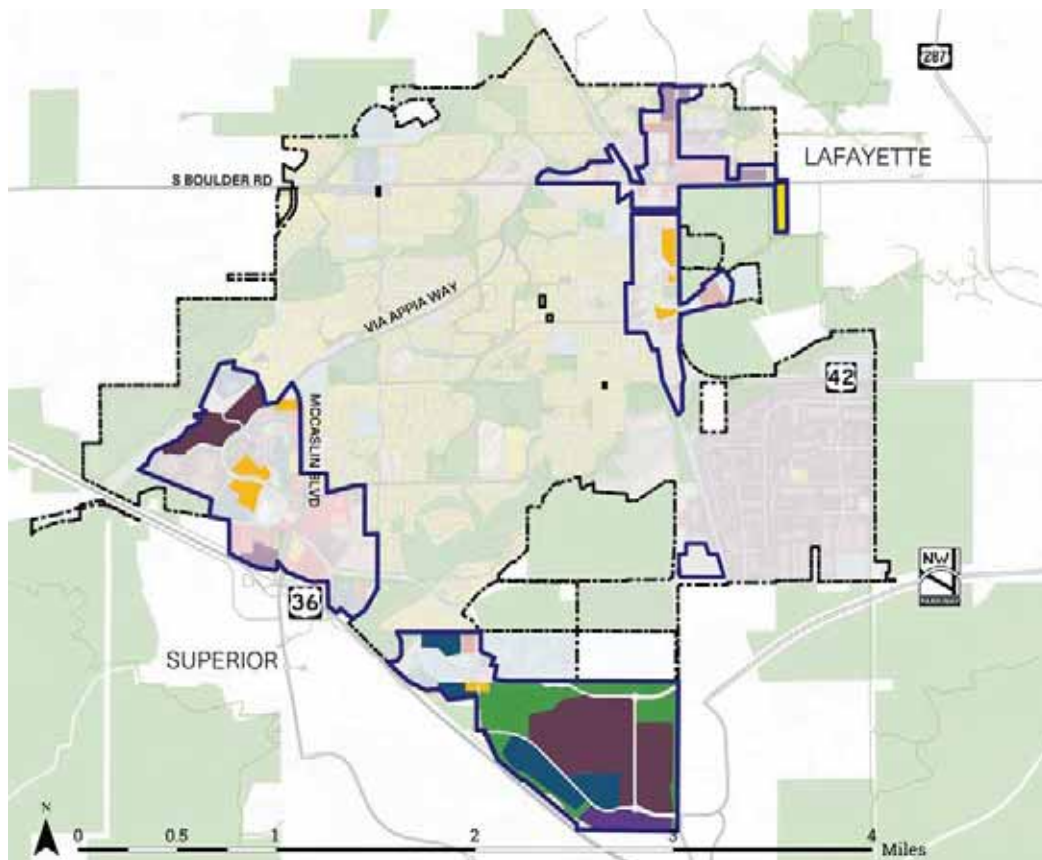


SCENARIOS

Scenario A: Stay the Course

Scenario A looked at a potential future where current trends continue with minimal intervention or change within the community. Based on these existing trends, in this scenario, jobs would continue increasing, but the population would grow minimally. Scenario A explored the following potential trade-offs based on internal assessment:

- **Housing:** This scenario would include limited housing growth and focus on single-family housing typologies with a few mid-density projects along commercial corridors. Potential trade-offs to maintaining a limited growth approach/less supply of inventory may continue the trend of out pricing for young families and an increasing ageing population.
- **Employment:** Current trends indicate significant job growth in R&D and industrial/manufacturing. Louisville would continue to attract employees who do not live in Louisville, but without addressing the housing supply, the trend of high commute numbers and possible loss of retail may continue.
- **Commercial Growth:** The current leakage of spending indicates more money being spent in adjacent communities and may continue to experience retail vacancy along commercial corridors and Downtown.
- **Scenario A Values Alignment:** Scenario A aligns with the community value to maintain the small-town character and the unique character of the neighborhoods. Connected transit options and environmental sustainability are lower alignment due to increased need for vehicle trips to surrounding communities.



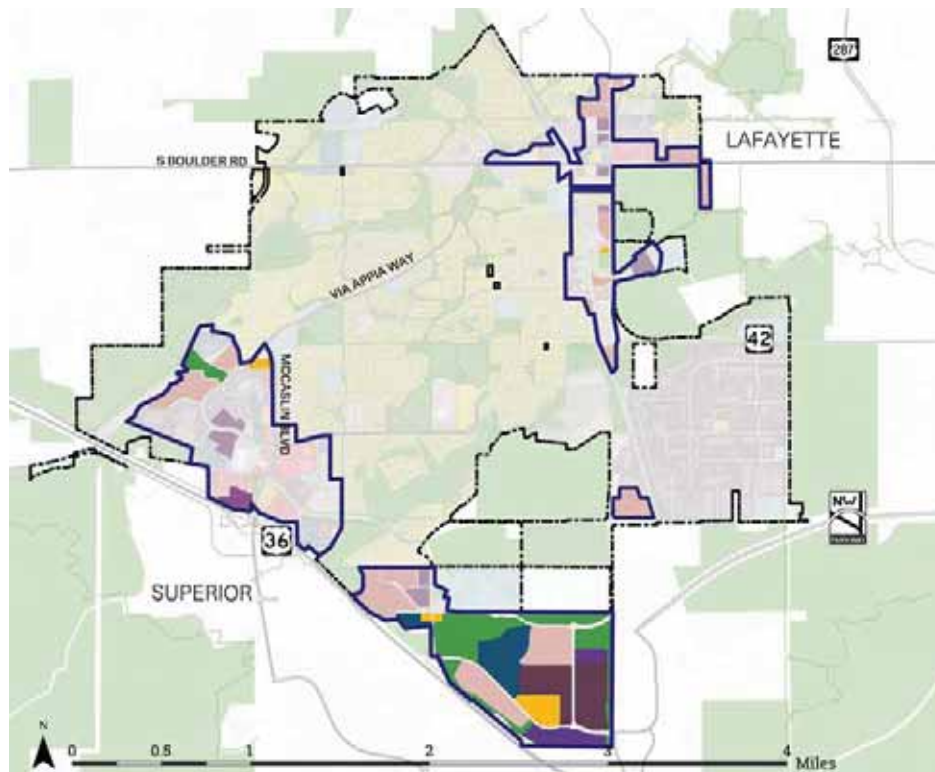
Scenario B: A Stay the Course map

SCENARIOS

Scenario B: A Home for Everyone

This scenario focused on economic stability. This included a decrease in the amount of commuting for employees as the job market increases in Louisville and an increase in housing supply, such as different housing types and choices. More affordable housing options for employees would support the future and current workforce to live in Louisville. This scenario also focused on increased retail spending and commercial growth. Mixed commercial centers would be concentrated along McCaslin Blvd. and South Boulder Road. Essential needs retail, like grocery, along with specialty sources would line these roads, creating easy access for locals and direct connections to bring in regional business. Local commercial growth would be focused on Downtown Louisville. This scenario would also consider the impacts of Redtail Ridge development- focused as a workforce center. Scenario B explored the following potential trade-offs based on internal assessment:

- **Housing:** This scenario explored a mix of housing types, with a focus on targeting the employment sector and proximity and access to jobs. The density in the opportunity areas was measured in this scenario and had an emphasis on community centers and transit-oriented development. This included an increased population in focused areas, looking at the number of possible units to capture potential employees. Traffic and connectivity in relation to increased units in key areas was also considered.
- **Employment:** This scenario explored the number of jobs created from increased focus on employment and retail centers. It also explored the redevelopment of Downtown Louisville and the number of housing units needed in certain areas of town to be walkable and connected. This resulted in a decrease in out-of-Louisville commute numbers and increased opportunities for biking and walking to local jobs.
- **Commercial Growth:** This scenario identified additional opportunities for commercial and retail space and anticipated number of jobs tied to it. It is anticipated that this would decrease retail and commercial leakage in Louisville. The possible impacts to Downtown Louisville were also considered.
- **Scenario B Values Alignment:** Scenario B aligns with the community values to support vibrant commercial areas and increase transportation options. This scenario would result in higher density in employment areas which may be lower in alignment with the small-town character and moderate alignment with the unique character of the neighborhoods.



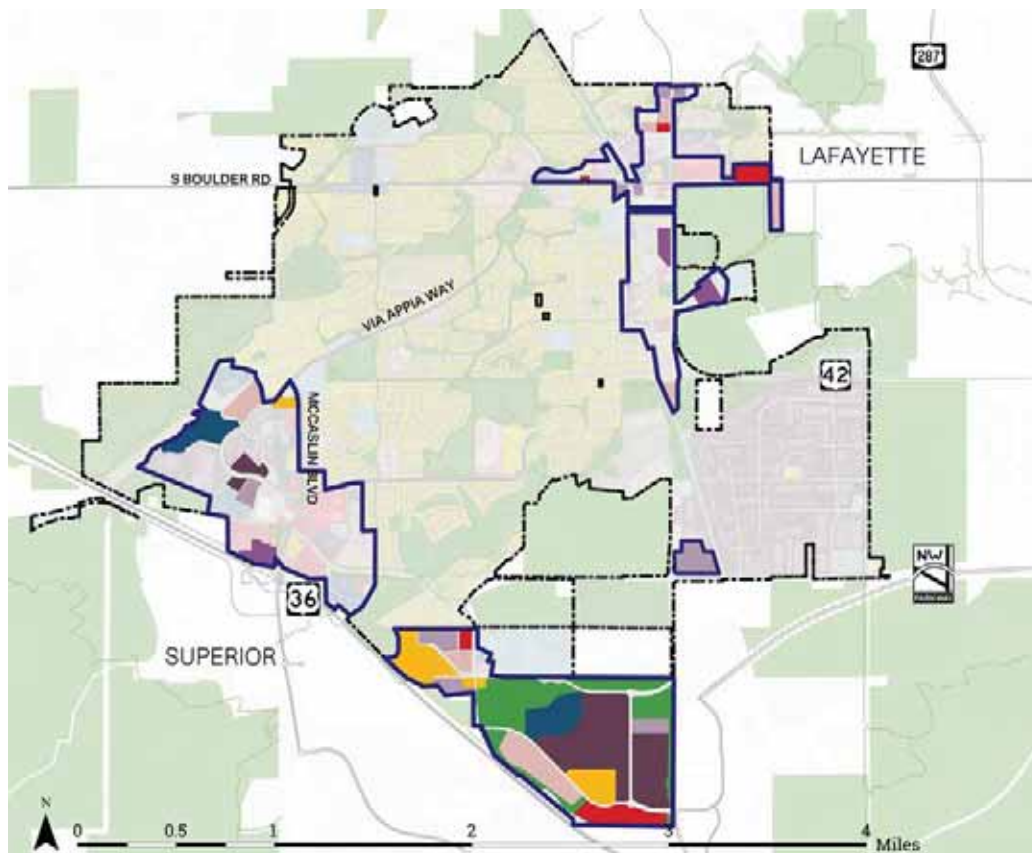
Scenario B: A Home for Everyone map

SCENARIOS

Scenario C: Live and Work in Louisville

Scenario C included different types of housing and density along McCaslin Blvd., Highway 42, and South Boulder Road and explored redevelopment scenario to encourage mixed-use districts to include both commercial and residential. Housing types concentrated in these areas included TOD, mixed-use of commercial-residential and office-residential. An opportunity existed to increase ADUs in existing residential areas as well as missing middle housing types such as duplexes and townhomes. To accommodate increased housing, the Redtail Ridge area presented the greatest opportunity. The focus on increasing housing supply would improve affordability and create opportunities for younger generations to call Louisville home. Scenario C explored the following potential trade-offs based on internal assessment:

- **Housing:** This scenario explored a mix of housing types, with a focus on increasing housing throughout the community, including Redtail Ridge and infill/redevelopment along McCaslin Blvd., South Boulder Road, and Highway 42. Density in the opportunity areas was measured by measuring units per acre in this scenario. To accommodate future growth, higher density or smaller housing types were necessary. Impacts on roadways and services which were right sized.
- **Employment:** This scenario maintained the current economic forecast as anticipated and measured the number jobs within the current and projected employment and retail centers and redevelopment of Downtown Louisville. The focus on housing would likely still result in result in a decrease in out-of-Louisville commute numbers and increased opportunities for biking and walking within the community.
- **Commercial Growth:** This scenario identified possible additional square footage of commercial and retail, anticipated number of jobs, and where in Louisville this may be captured, with a focus on local jobs and downtown revitalization.
- **Scenario C Values Alignment:** Scenario C aligns with the community values to support the unique quality of life, transportation and connectivity. This could result in a mix of housing types that are lower in alignment with the unique character of the neighborhoods.



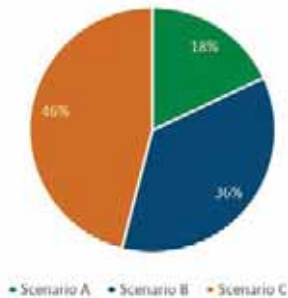
Scenario C: Live and Work in Louisville

SCENARIOS

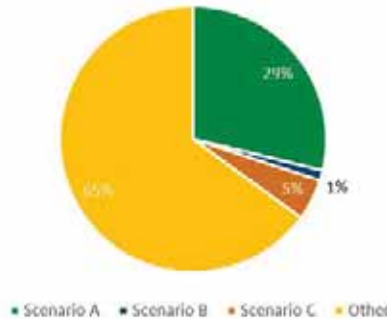
1. What is your preferred scenario and why did you choose this scenario?

The boards at the Open House, the scavenger hunt card, and the Online Survey asked participant to select their preferred scenario. The open house received 50 responses while the online survey received 80 responses. A total of 130 responses were collected.

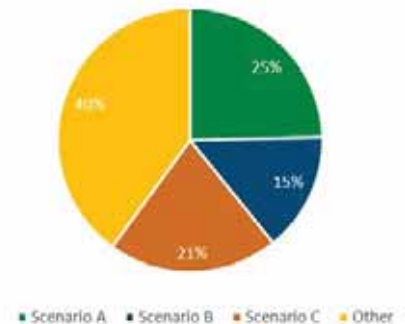
Open House Responses



Online Survey Responses



Total Responses



Key Understanding

Scenario A

(Open House) Supporters appreciate its alignment with Louisville's small-town scale, valuing minimal growth and its potential to maintain the city's character. Some see it as a plan that works well for jobs and aligns with their preference for "less is more" in community development. However, others find it uninspiring, with insufficient housing options and a failure to address key issues such as affordability, economic diversity, and transportation. Concerns include lack of vibrant commercial spaces and fears of creating a commuter city. Some call for a greater focus on inclusivity, housing affordability, and improved public infrastructure to better meet the city's future needs.

(Online Survey) Participants who preferred Scenario A emphasized their desire for lower residential/housing density and more open space, aligning with their reasons for moving to or appreciating the area. They valued features like fewer stoplights and less parking congestion, which contribute to the town's unique charm. Some appreciated the mixed-use focus but stressed preserving commercial zones to support fiscal health rather than adding residential developments. Additionally, they saw the scenario as a way to maintain livability and preserve the community's identity.

Scenario B

(Open House) Scenario B received more positive feedback, with many participants viewing it as their favorite option. Supporters appreciate its balance between housing and job growth, highlighting opportunities at Redtail Ridge and the McCaslin area. Suggestions include improving walkability through new urbanism, integrating housing near businesses, and including public spaces in higher-density areas. While some worry that high-density housing could erode community bonds, others argue that increased housing is essential for addressing affordability and attracting young families. Concerns about traffic and transportation infrastructure persist, but overall, Scenario B is praised for its forward-thinking approach and alignment with Louisville's growth needs.

(Online Survey) Participants who favored Scenario B highlighted its perceived balance between housing and job growth, with many appreciating its realistic approach to development. They supported the inclusion of more housing, especially affordable options and better distribution, but preferred a limit of no more than three stories to maintain a lower-density feel. Some noted the importance of walkability and open space integration, such as "ribbons" of green areas, while others emphasized the need for housing where people can easily access jobs and services. Specific mentions included updates to McCaslin Boulevard, keeping Redtail Ridge commercial, and avoiding additional office space.

SCENARIOS

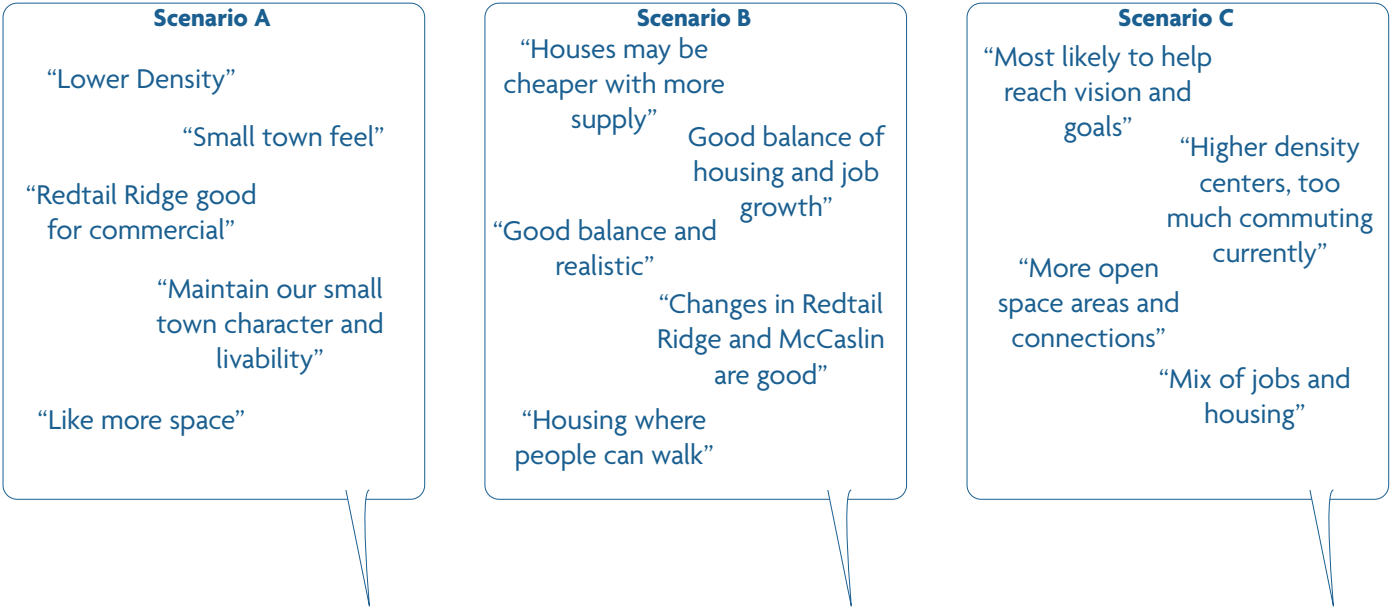
Scenario C

(Open House) Supporters admire its emphasis on climate action, economic vitality, and sustainability, viewing higher-density housing as a way to promote inclusivity and reduce the city’s carbon footprint. They appreciate the focus on place-making and fostering diversity. However, some argue that the proposal for over 4,000 new housing units is excessive and incompatible with Louisville’s low-density character and quality of life. Many are opposed to housing development at Redtail Ridge, preferring infill opportunities near existing areas such as South Boulder and the North End.

(Online Survey) Participants who chose Scenario C valued its alignment with broader goals like economic vitality, sustainability, and community vision. This scenario was seen as a balanced approach to integrating housing and job growth while addressing critical issues such as climate change, economic and cultural diversity, and affordability. Many appreciated its focus on clustering higher-density development near public transit and mixed-use areas to reduce commuting and improve efficiency in utilities. The intentional inclusion of green space and path connections, especially along the McCaslin corridor, was also a key factor. Participants saw Scenario C as a way to create a more vibrant and diverse Louisville, supporting local businesses, accommodating population growth sustainably, and fostering a stronger sense of community.

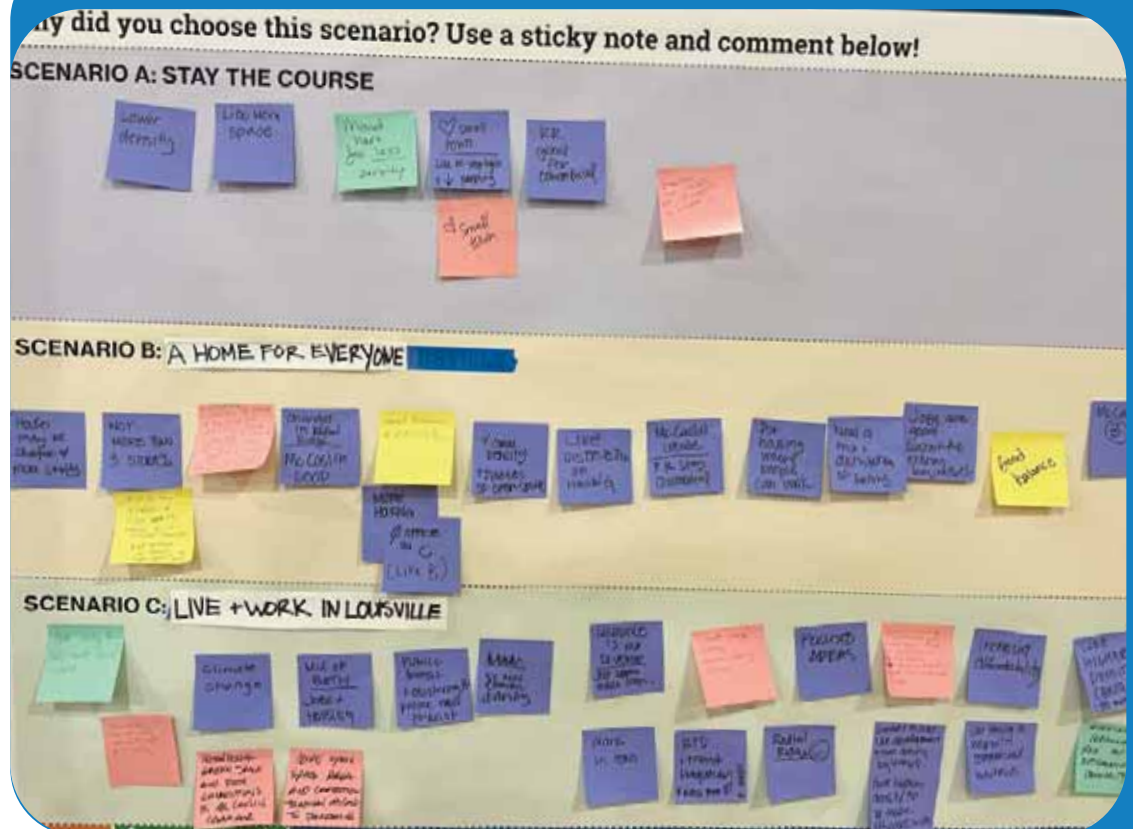
Other

(Only available on the Survey) Participants who selected “Other” within the online survey generally expressed dissatisfaction with the proposed scenarios, citing concerns about overdevelopment, urban sprawl, and a departure from Louisville’s small-town character. Many preferred preserving green space and wildlife habitats, particularly at Redtail Ridge, and advocated for limiting growth to within already developed areas. Infrastructure capacity, such as traffic congestion and city services, was a frequent concern, with participants emphasizing the inability to support additional housing or jobs without degrading quality of life. Suggestions included focusing on infill development along transit corridors, maintaining affordability, and ensuring sustainability.





Open House Participants from November 8th, 2024



Comments on Scenarios from Open House

5. Scenario Planning Workshops

During the November Workshops, Louisville residents participated in a mapping activity focused on scenario planning to help shape the city's future. Scenario planning was introduced as a strategic process that explored and evaluated potential developments and outcomes by creating scenarios based on key driving forces such as population growth, economic trends, and the community's vision. By considering various possibilities, this approach provided a framework to think critically about how Louisville could evolve over time.

The workshop activity began with a presentation that provided participants with essential background information, context, and updates on the planning process. This ensured everyone was informed and aligned on the purpose of the upcoming activities. The presentation set the stage for the rest of the workshop by outlining key objectives and insights. Residents were introduced to two key concepts: Areas of Stability and Opportunity Areas. Areas of Stability referred to parts of Louisville expected to experience minimal change, such as established neighborhoods or preserved green spaces, while Opportunity Areas represented places more likely to evolve and develop, such as underutilized commercial corridors or areas with potential for redevelopment. There were four identified Opportunity Areas for the scenario planning activity, these area are described on the adjacent page.

Following this, a chip game/sticker activity engaged participants in exploring future development scenarios for the city. A large map of the planning area was displayed, and participants worked corroboratively at tables to allocate stickers, each representing different land uses or development types, on the map. Guided by facilitators and instructional materials, participants prioritized and placed the stickers to reflect their preferences for development, ensuring alignment with community values. After the allocation, participants discussed the implications of their choices, considering factors such as infrastructure, environmental impacts, social equity, and economic feasibility. Facilitators led these discussions to encourage diverse perspectives and address critical issues. The exercise promoted collaborative decision-making and provided valuable insights for the planning process.

How to Play the Game.

Welcome to the Sticker Game! Your participation will help shape the future of Louisville. Follow these steps to create your vision for the future. The objective of the game is to balance the number of housing units and the number of jobs to meet the requirements for a vibrant, resilient, and sustainable Louisville.

Step 1: Review the Map
Familiarize yourself with the map which indicates 4 areas of opportunity to influence future development.

Step 2: Understand the Stickers
Each sticker represents a different type land use. The color and number of jobs or units are shown on the legend on the left. Take a moment to think for yourself and then discuss as a team how you want these areas of the city in the future. Discuss your ideas as before placing your stickers.

Step 3: Place Your Stickers
Place the stickers on the map according to your vision. You do not need to use all 11 minimum number of jobs and units to meet the growth in.

Step 4: Consider Trade-offs
Remember that there are trade-offs in land use decisions. Less dense housing takes more space and how close housing balance your choices to create a scenario that reflects your future.

Step 5: Discuss and Adjust
Work as a group to place your stickers. Discuss why you choose types of development? Be open to feedback and adjustments.

Step 6: Name and Present Your Scenario
Once your group agrees on the final placement, we will present you participants and explain your choices.

Your Turn!

Use the stickers below to create your own scenario.

Development Unit	Jobs	Units
Low Density Residential (0-49 DUs)	1	1
Mid Density Residential (50-99 DUs)	2	2
High Density Residential (100-499 DUs)	3	3
Medium Density Residential (50-99 DUs)	4	4
High Density Residential (100-499 DUs)	5	5

How to Play the Game.

Follow these steps to create your vision for the future. The objective of the game is to balance the number of housing units and the number of jobs to meet the requirements for a vibrant, resilient, and sustainable Louisville.

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How Many Units? How Many Jobs?

Count the number of UNITS you have and fill in the box.

Count the number of JOBS you have and fill in the box.

Minimum 1,000 Units Minimum 1,000 Jobs

Minimum 1,000 Units Minimum 1,000 Jobs

Name your idea!

LOUISVILLE COMMUNITY OPEN HOUSE - STICKER GAME ACTIVITY

On a scale of 1 to 5 how well does your plan align with the community values?

Community Character	1	2	3	4	5
Environmental Sustainability	1	2	3	4	5
Community Connectivity	1	2	3	4	5
Community Places	1	2	3	4	5
Economic Vibrancy	1	2	3	4	5
Civic Leadership	1	2	3	4	5

SCENARIO PLANNING KEY

Each participant was provided with a set of stickers, each representing a different type of land use, scaled to 1-acre increments. The stickers allowed residents to visualize and actively plan options such as residential single-family, residential multi-family, retail/commercial, mixed-use, parks/open space, and employment/industrial, each clearly marked with corresponding units or jobs.

The stickers represented a variety of land uses, including:



Commercial

Areas with three to four establishments, primarily consisting of retail stores or office spaces, designed to serve the community's shopping and professional needs.



Office

Buildings with three to four stories, primarily dedicated to office spaces, providing workplaces for businesses and professional services.



Industrial Office/R&D

Facilities designed for light industrial use combined with office spaces, research areas, or laboratory environments, supporting innovation and specialized industries.



Industrial Mixed Use

Areas that incorporate light industrial uses alongside limited retail or office spaces, blending industrial functions with commercial or professional activities in a flexible environment.



Mixed Use Center/High Density Residential (30-40 DU)

Buildings of up to five stories, featuring high-density residential units (30-40 dwelling units per acre) alongside some retail or office spaces, creating a vibrant, multi-functional environment.



Mixed Use/Mid Density Residential (20-30 DU)

Buildings of up to three stories, primarily residential with a density of 20-30 dwelling units per acre, designed to provide a balanced, community-oriented living space.



Mid Density Residential (10-20 DU)

Buildings of three to four stories, featuring a mix of residential units, retail spaces, and some office areas, creating a balanced environment with both living and commercial opportunities.



Low Density Residential (1-10 DU)

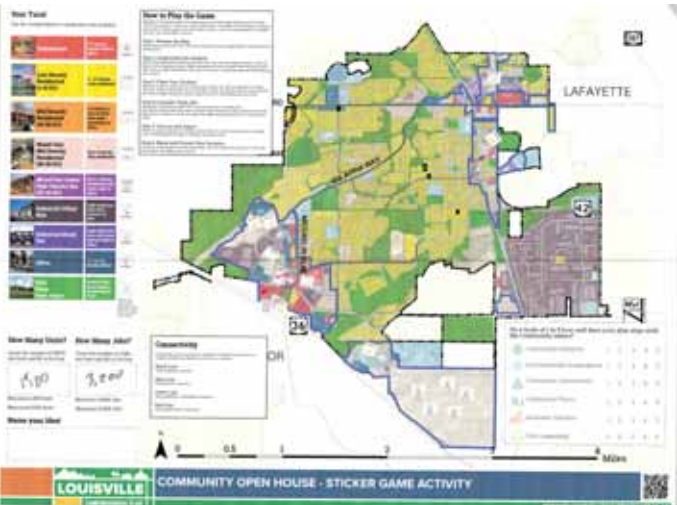
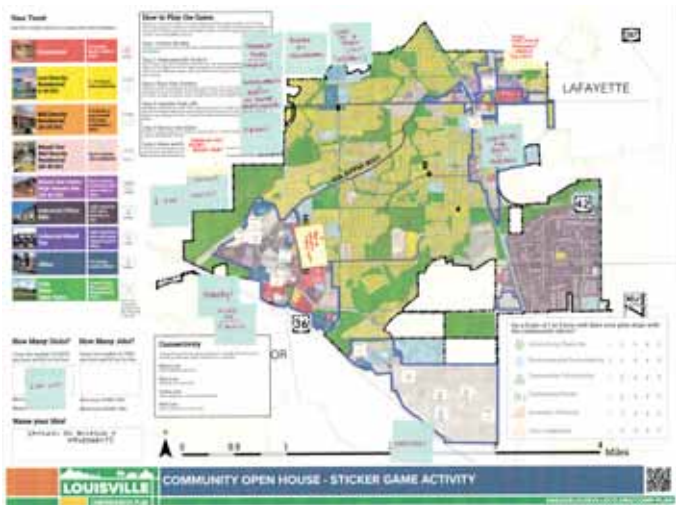
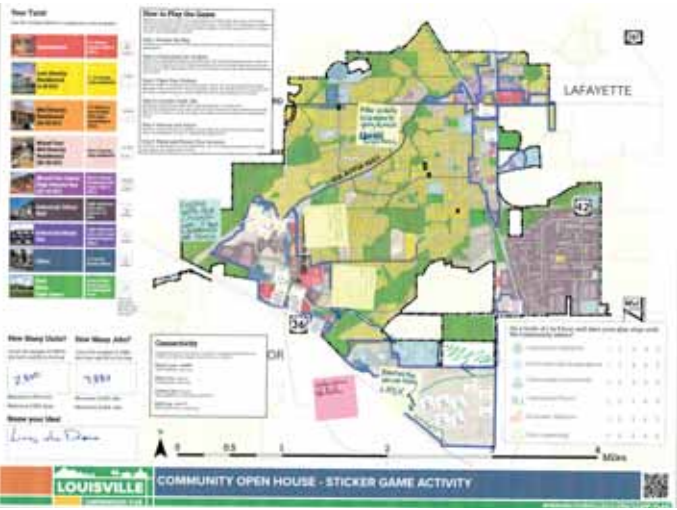
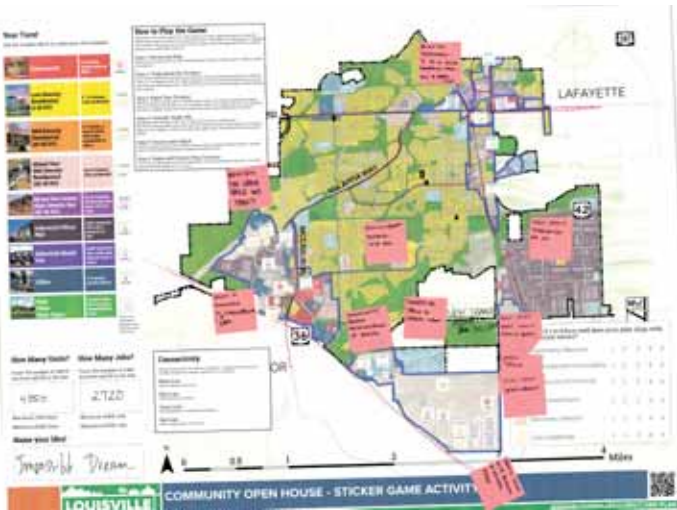
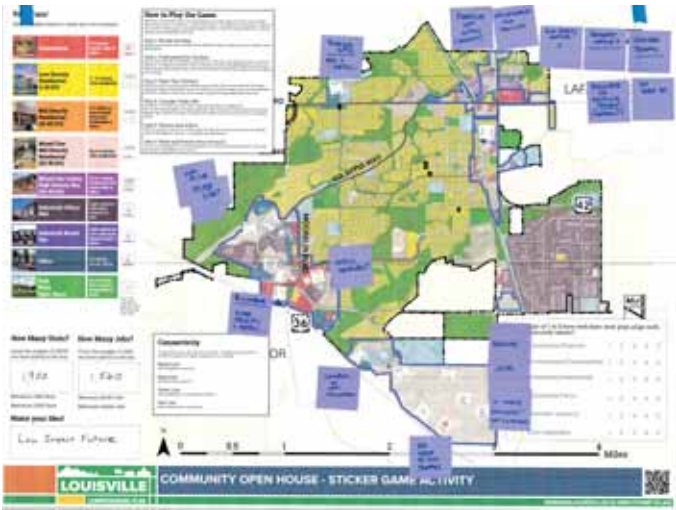
Buildings of two to two-and-a-half stories, consisting solely of residential units with a density of 1-10 dwelling units per acre, offering a more suburban, single-family or small multi-family living environment.



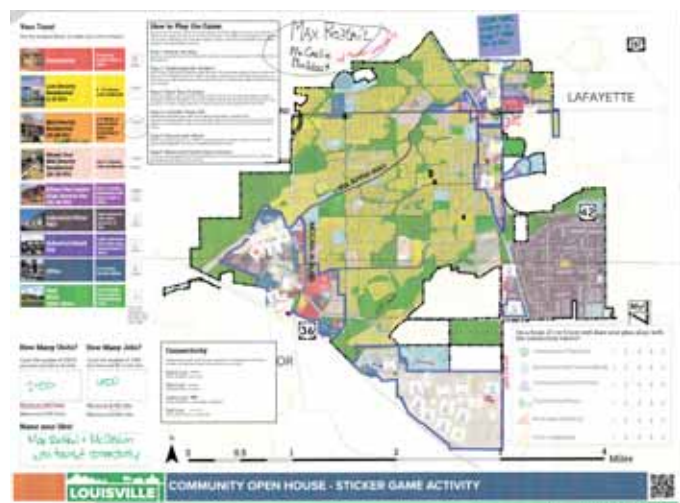
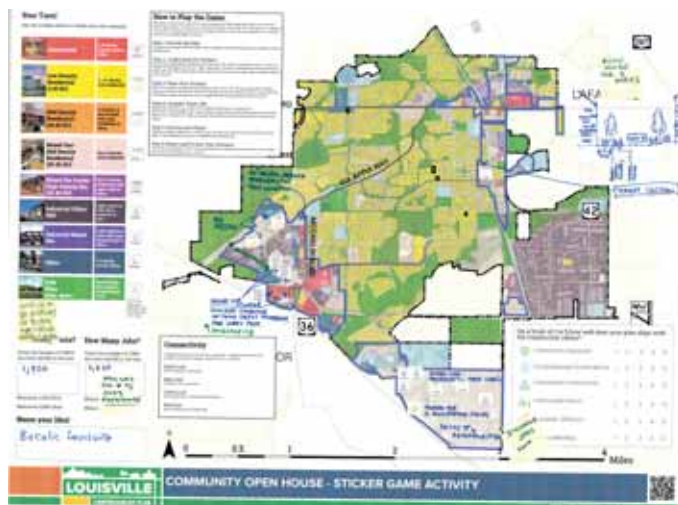
Park, Plaza, Open Space

Areas designated for pocket parks, plaza spaces, or neighborhood parks, providing green, recreational spaces for the community to relax, gather, and engage in outdoor activities.

STICKER ACTIVITY RESULTS



STICKER ACTIVITY RESULTS



OPEN RESPONSE FEEDBACK

The chip/sticker activity provided an opportunity for participants to voice specific thoughts, concerns, and action items in support of their decisions for the mapping activity with sticky notes. These ideas were recorded and are as follows.

Land Uses

“More affordable housing”

“No more single family homes”

“Low income senior housing”

“Rent incentives for downtown businesses”

“Give incentives for renting downtown”

“Change zoning to allow for more multi-family housing”

“Change zoning to allow for multi-family housing as a by right use”

“Mixed-use development to re-do existing commercial space next to Hunters Ridge”

“More density, more retail”

“Senior housing”

Transportation

“Consider traffic with high density”

“Improved traffic safety”

“Update traffic patterns to make it easier for bikes”

“Public transit opportunities for CTC”

“Need better transportation networks for bikes and pedestrians”

“More RTD connections”

“New RTD bus stop at intersection of 42 and South Boulder Road”

“Connect areas of Louisville versus isolating them”

“Underpass crossing across Dillon”

Parks, Recreation, and Open Space

“Maintain open space”

“Invest in wayfinding for trails”

“Community Gardens”

“Provide 12 multi-purpose fields”

“More Parks”

“Dedicated open space in Redtail Ridge”

“Integrate open space into developments”

“Community Solar Gardens”

“Soccer/multi-purpose fields in Redtail Ridge”

OPPORTUNITY AREA 1: SOUTH BOULDER ROAD CORRIDOR FEEDBACK

The sticker activity results for Opportunity Area 1: South Boulder Road Corridor highlighted a strong preference for a mix of residential and mixed-use development, with a particular emphasis on integrating housing, open space, and some commercial elements. The majority of participants favored mixed-use/mid-density residential (20-30 dwelling units per acre) and mixed-use center/high-density residential (30-40 DU) as key land uses, aiming to provide a blend of housing types along with retail or office space. There was also strong support for low-density residential options to maintain a balance with more urban development while preserving some residential character in the area. An overarching theme throughout the feedback was the desire to incorporate parks and open space throughout the area, creating a walkable and family-friendly environment, with some commercial uses along South Boulder Road to serve local needs.

In terms of redevelopment, there was significant interest in utilizing vacant parking lots for infill development. This approach would repurpose underused spaces to accommodate the growing demand for both residential and commercial spaces. The community also expressed a clear need for affordable housing, with particular support for low-income senior housing and housing options suitable for families. Multiple participants agreed with this need, along with eliminating single-family housing options, which helps stress the importance of creating diverse housing opportunities to ensure that the development is inclusive and accessible to all segments of the population. Residents also voiced strong support for high-density housing, emphasizing the need for well-planned vertical development to make efficient use of available space. A number of participants advocated for retrofit office spaces, suggesting that existing commercial buildings could be repurposed to meet the needs of the community.

Traffic concerns were raised, with several participants urging the Plan to consider the impact of increased density on traffic flow and overall mobility in the area. The Boulder Colorado Housing Project was cited as a precedent for integrating sustainable housing and community-focused development.



Composite sticker activity summary

Key Understanding



Housing Focus: Mixed-use/mid-density (20-30 DU) and high-density (30-40 DU) residential, with low-density options. Desire to see less single-family housing.



Parks & Open Space: Integrate parks, open space, and commercial along South Boulder Road.



Affordable Housing: Support for low-income senior and family housing.



Redevelopment: Parking lot infill and retrofit office spaces.



Community: Gathering spaces to promote community.

OPPORTUNITY AREA 2: DOWNTOWN FEEDBACK

Results from the sticker activity revealed a vision for Opportunity Area 2: Downtown, emphasizing a vibrant, dynamic district that balances residential, commercial, and mixed-use development. Feedback highlighted a desire to create a downtown that is inviting, with diverse housing options, thriving businesses, and a focus on sustainability. Participants desired the downtown to remain a central hub for the community.

Participants gave the suggestion to change zoning regulations to permit multi-family housing and by-right uses, which reflect a desire to streamline development, accommodate diverse housing needs, and encourage innovative projects. To maintain a balanced urban layout, participants stressed the importance of spreading out dense housing, ensuring no single area becomes overly congested.

Mixed-use development also emerged as a priority, with broad support for allowing three-story mixed-use buildings that would help blend residential and commercial spaces. Such developments would attract foot traffic, foster economic vitality, and create a sense of community. Incentives for renting downtown spaces, both for residential and commercial purposes, were also strongly encouraged. These incentives could play a pivotal role in drawing businesses and residents to the area, further solidifying downtown as a thriving, multi-functional space.

Land use preferences focused on a mix of commercial and mid-density residential developments to create a balanced and lively downtown. Proposed housing options ranged from mid-density residential units (10-20 dwelling units per acre) to higher-density residential within mixed-use centers (20-30 dwelling units per acre). The community expressed a clear vision for a downtown that integrates vibrant commercial activity, accessible housing, and sustainability features, creating a dynamic environment that serves diverse community needs and enhances the city's overall appeal.



Composite sticker activity summary

Key Understanding



Sustainability Focus: Promote eco-friendly initiatives and position downtown as a progressive, sustainable hub.



Flexible Zoning: Update zoning to allow multi-family housing and by-right uses, encouraging diverse and innovative development opportunities.



Mixed-Use Development: Prioritize three-story mixed-use buildings that combine residential and commercial spaces to boost vibrancy and economic activity.



Incentives for Growth: Introduce incentives to attract renters for both residential and commercial spaces, ensuring a thriving and balanced downtown community.



Balanced Land Use: Emphasize mid-density residential (10-20 du/ac) and mixed-use developments (20-30 du/ac) alongside increased commercial activity for a dynamic urban core.

OPPORTUNITY AREA 4: REDTAIL RIDGE FEEDBACK

Sticker activity feedback showed that participants envisioned Opportunity Area 4: Redtail Ridge, as a hub for balanced development that promotes job growth, diverse housing options, and open space preservation, while maintaining strong connections to the broader Louisville community.

A strong emphasis was placed on creating employment opportunities through office, industrial, and mixed-use developments. These spaces were seen as integral to fostering economic vitality in the area. The southern portion of Redtail Ridge near US 36, and the existing location of the AdventHealth Avista site on the northwest, were identified as a prime location for mixed-use developments that blend residential and commercial uses. This area was viewed as ideal for mid-density residential housing (20-30 dwelling units per acre), mixed-use/mid-density housing, and high-density residential housing (30-40 dwelling units per acre), with an emphasis on multi-family options to address growing housing demands.

Participants also highlighted the need to ensure Redtail Ridge is not an isolated enclave but fully integrated into the rest of Louisville. Connectivity was seen as essential, with calls for improved transportation planning to minimize traffic congestion while ensuring accessibility for all residents. Preserving open spaces and integrating green areas throughout the development were recurring themes, reflecting the community’s desire to maintain Louisville’s character and environmental integrity.

Sustainability was another significant focus, with participants proposing innovative ideas such as a community solar garden to promote renewable energy use within the development. Commercial development was emphasized as a key factor in supporting the local economy, schools, and community needs. Additionally, participants called for senior housing to address the needs of Louisville’s aging population, emphasizing the importance of inclusivity in the area’s design.



Composite sticker activity summary

Key Understanding



Balanced Development: Redtail Ridge should integrate job-generating uses, diverse housing options, and open spaces to create a vibrant and sustainable community.



Housing Diversity: The community prioritizes multi-family, mixed-use, and mid- to high-density residential developments to address growing housing needs.



Connectivity and Accessibility: Ensuring strong connections to Louisville while minimizing traffic is essential to avoid isolation and enhance integration.



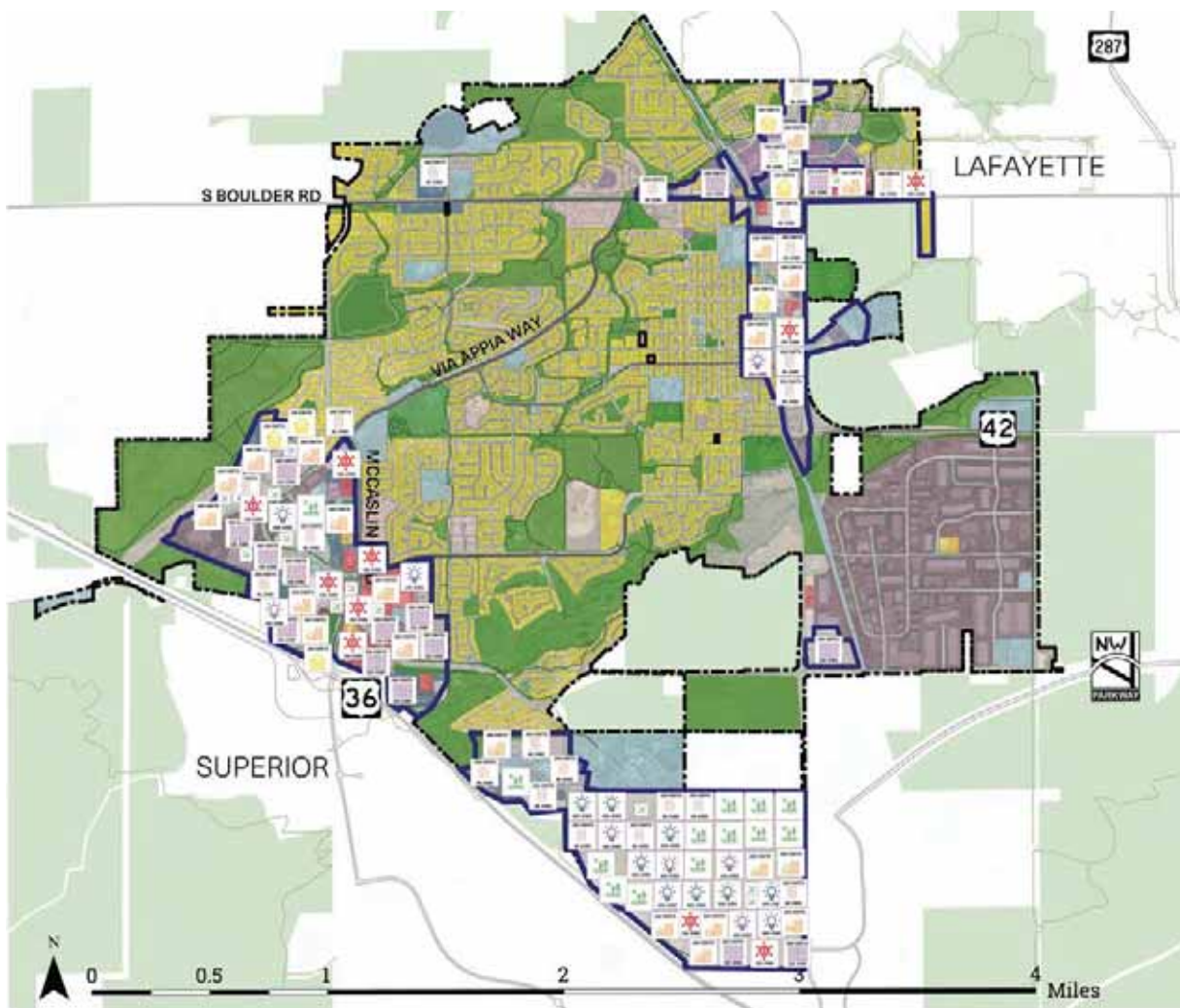
Sustainability and Supportive Services: Open space preservation, renewable energy initiatives, and commercial developments are critical to supporting schools, seniors, and the broader community.

OVERALL RESULTS

Feedback from the activity highlighted varying preferences for growth, with some participants prioritizing residential development while others emphasized expanding employment opportunities. This balance of perspectives showcased the community's diverse needs and priorities, setting a foundation for a comprehensive approach to planning Louisville's future.

In addition to engaging in a sticker activity where participants visually indicated their preferences, residents contributed detailed feedback through sticky note comments. Common themes that emerged from these notes included strong support for mixed-use and infill development, reflecting a desire to optimize land use and encourage vibrant, multi-functional spaces. Many participants advocated for increased density paired with retail opportunities but expressed concerns about the potential traffic issues that could accompany high-density development. Maintaining open space while pursuing denser urban environments was another priority for many residents. Connectivity and safety were frequently mentioned as critical considerations in the face of potential growth. Residents called for improvements to transportation infrastructure, increasing the presence Regional Transportation District (RTD) services and enhancing safety measures for pedestrians and cyclists. Ideas for creating a more interconnected city included expanding multi-family zoning, utilizing parking lot infill for vacant areas, and providing incentives to strengthen the downtown core. There was also a strong emphasis on making Louisville feel more cohesive, ensuring that all areas are well-integrated and accessible rather than isolated.

Overall, the feedback emphasized a forward-thinking approach to development, with calls for innovative zoning changes, sustainable land use, and investment in connectivity. Participants expressed a clear vision of a vibrant, inclusive Louisville where growth is carefully planned to balance residential and employment needs, improve accessibility, and maintain the city's unique character and sense of community.



6. Key Findings

The three scenarios presented in community Engagement Window #2 provide feedback from the community on their preferred direction. These possible outcomes explore how different decisions may impact land use and development. When applied to the creation of a Future Land Use Map (FLUM), the feedback will help to inform a shared vision for the community's future. A review of the comments indicate the communities desire for a combination of the three scenarios. Several themes have emerged from the community to inform the next stages of the Comprehensive Plan. Community input supports the Future Land Use Map (FLUM) addressing the following:

Land Use: Support increased housing options and focus on density toward centers in appropriate locations. This includes encouraging mid-to-high density housing along McCaslin Boulevard with the potential for up to 5-stories in certain areas by Hwy 36, mid-density infill in downtown with the potential for up to 3-stories for multi-family development, and a mix of housing types in Retail Ridge and along South Boulder Road. Continue to maintain existing single-family neighborhoods, while allowing gentle infill for contextually appropriate Accessory Dwelling Units (ADUs), duplexes and triplexes.

Circulation: Promote transit centers and encourage connectivity through transit, bus lines, and micro-transit options. Improve pedestrian crossings, including those over rail lines, and consider adding flashing lights for pedestrian safety. Enhance signage and wayfinding along trail corridors, and add more underpasses to improve accessibility. There is a desire for an pedestrian underpass at Coal Creek and Dillon Road.

Economy: Support increased job opportunities and a retail balance along McCaslin Boulevard. Focus on job and commercial development in Redtail Ridge and along McCaslin, as appropriate. Promote increased job opportunities in downtown to enhance vitality and consider events or programs to attract people to the area.

Parks and Open Space: Encourage the development of gathering spaces, particularly in downtown, and explore the addition of a soccer field. Maintain and improve open space, with particular emphasis on preserving habitat. Comments suggest maintaining some open space in Retail Ridge, such as a large community green.

Sustainability: Ensure future housing and development is efficient and sustainable. Identify locations for solar energy infrastructure. Integrate transit connections into new developments to reduce commuting and vehicle miles traveled (VMT). Encourage sustainable building practices, including smaller and more compact development. Increase focus on disaster planning and response.

Equity: Support the development of senior housing and affordable housing for families. Ensure transit stops and connections are available to support new development.

Next Steps

Future Land Use Map (FLUM) is a critical component of comprehensive planning to guide long-term development and land use decisions. It serves as a visual representation of how land is intended to be used in the future, based on the community's goals and vision. To support the uses on the map, Future Land Use Classifications (e.g., residential, commercial, industrial, open space) outline the types of development that are encouraged for the future. This is not zoning but can help to support future decisions related to zoning and policy.

KEY FINDINGS

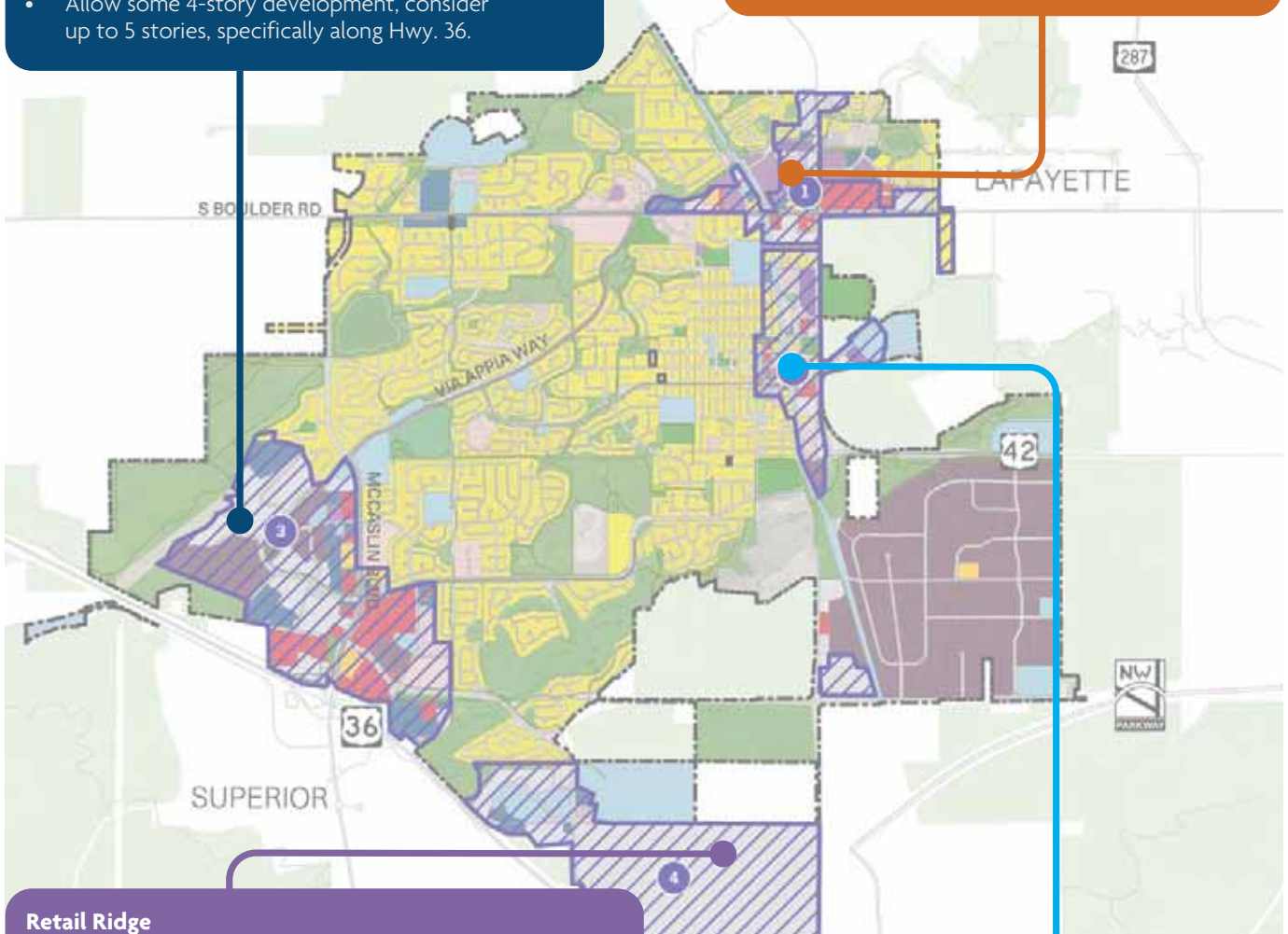
Future Land Use Map Framework. The following indicates general direction for the Future Land Use Map, based on areas of alignment from the community.

McCaslin Blvd..

- Infill, higher density residential along Hwy. 36/ Cinnebarre site.
- Mid-density housing along Centennial Blvd..
- Increased pedestrian-bike connectivity and gathering-green space.
- Allow some 4-story development, consider up to 5 stories, specifically along Hwy. 36.

South Boulder Road

- Mid-density infill, good location for affordable and/or senior housing.
- Encourage mixed retail/commercial along roadways.
- Improve infrastructure that enables safe pedestrian access across S. Boulder Road.



Retail Ridge

- Jobs and retail-commercial should be prioritized.
- Some limited housing, mid-to higher density may be appropriate.
- Housing on former Adventist site.
- Desire to see some open space maintained.
- Traffic and circulation needs to be studied with future development.
- Support for higher-density 4-story development, specifically along Hwy. 36.

Downtown

- Incentives for infill housing in Downtown.
- Encourage increased retail opportunities.
- Increased programs, events and gathering spaces.
- Encourage bike-pedestrian connectivity to downtown to and from other areas of the community.
- Higher density, 3-story residential development in some areas of downtown.

Appendix

The following indicates additional information included as appendices.

- 1) Open House Engagement Boards
- 2) Copy of Online Survey and Story Map
- 3) Open Response Comments from Open House