

Parks & Public Landscaping Advisory Board Agenda

**March 5, 2025
Library Meeting Room
749 Main Street
6:30 PM**

Members of the public are welcome to attend and give comments remotely; however, the in-person meeting may continue even if technology issues prevent remote participation.

- You can call in to **+1 408 638 0968 or 833 548 0282 (Toll Free)**, Webinar ID # 885 1622 9475
- You can log in via your computer. Please visit the City's website here to link to the meeting: www.louisvilleco.gov/pplab

The Board will accommodate public comments during the meeting. Anyone may also email comments to the Board prior to the meeting at AMcneal@LouisvilleCO.gov.

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Minutes
- V. Public Comments on Items Not on the Agenda
- VI. Comprehensive Plan- Jeff Hirt Planning Manager
- VII. Work Plan - Finalize 2025
- VIII. PPLAB Monthly Calendar
- IX. Board Report

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 303.335.4574 or clerksoffice@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 or email Clerksoffice@louisvilleco.gov

- X. Staff Report
- XI. Discussion Items for Next Meeting
- XII. Adjourn

Parks and Public Landscaping Advisory Board Meeting Minutes

Wednesday, February 5, 2025, 6:30pm

Library 1st Floor Meeting Room

951 Spruce St.

1. Call to Order

- Meeting called to order by Chair Jody Ash at 6:30 PM

2. Roll CallPresent

- Ash, Jody, Chair
- Buck, Signe Maria
- Denat, Julien, Co-chair
- Kelsey, Kathy, Co-Secretary
- Kutscher, Gene, remote by phone
- Webb, John, Secretary
- McNeal, Abby, Parks Superintendent

Absent

- Flaska, Todd A.

Members of the Public in Attendance

- None

3. Approval of Agenda

- Moved and seconded, motion passed

4. Approval of Minutes

- Moved and seconded, motion passed

5. Public Comments on Items Not on the Agenda

- None

6. Work Plan

- Committee reviewed 2024 Work Plan, with the objective of summarizing our accomplishments in preparation for presentation to City Council, currently scheduled for April 8. PPLAB completed many tasks during the past year, including:
 - i. Recommendation for placement of Louisville Welcome signage, McCaslin Boulevard entrance to Louisville
 - ii. Arboretum improvements. The Arboretum is on the Parks operations capital improvement plan, with more plantings to come, including demonstration areas for fire-resistant and sustainable landscaping, trail improvements, and installation of the pet memorial. Staff and PPLAB

members planted six trees last Arbor Day. Long range plans are in place for future improvements.

- iii. Review of General Maintenance Management Plan (GMMP), which was in our Nov. 2024 meeting packet, including budget items. The GMMP complies with our Parks Department objectives: Doing a lot with a little, maintaining a high level of service, keeping our city's assets at a high level, which are well above those of many communities of our size.
- iv. Education – while our Parks Department does not have a specific budget item for education, Parks was able to support a speaker for a Louisville Bee City USA committee sponsored presentation on Gardening for Pollinators and contributed to Sweet Cow gift cards for participants in the second annual Louisville Bee City USA Pollinator Art Contest for Elementary school students. Community members of the Louisville Bee City USA committee from PPLAB, OSAB, SAB and the city of Louisville supported two additional speaker presentations on Pollinators and Pollinator gardening, a Louisville Garden Tour. Louisville Bee City USA committee members presented Pollinator Conservation information at the Louisville Library Seed Swap, Louisville Library Story Walk, Ecotoberfest, and Restore our Community (ROC) Tree and Native Plant giveaway. Louisville Bee City advised on the Spruce Street Pollinator Mural, participated in the Labor Day Parade, were awarded First Place in the Walking Entry category, hosted a fire ecology and nature walk on Davidson Mesa in September, and sponsored a booth at the 9th Annual Pollinator Summit, which was held at the Denver Botanic Gardens.
- v. PPLAB devoted substantial time to evaluation of restoration and design plans for Joe Carnival and Meadows Parks and reviewed design plans for Enclave and Sunflower Parks. PPLAB members attended openings of Joe Carnival and Meadows Parks (opened Jun. 22) and provided thoughtful and thorough reviews of design plans for Enclave and Sunflower Parks and forwarded these design considerations to City Council.
- vi. An aside regarding Enclave Park design: At our last meeting (Jan. 8) we heard from Enclave Park community members who were concerned about setbacks and the proposed “stadium seating” area at Enclave Park. During the following weeks, City staff met with these neighbors and found solutions to their concerns. City Council approved the final designs, which have moved forward to the Contracts phase. We may have information on construction timing by our March meeting.
- vii. Collaboration with other Louisville city advisory boards or commissions. Abby noted that PPLAB met with OSAB in the past, but not in 2024.

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PPLAB is looking to create collaborative conversations with the Recreation Advisory Board (RAB) regarding Outdoor Amenities in early March.

- viii. PPLAB participated in discussions regarding distribution of revenue from the new “Open Space” sales tax, which required a split of potential revenue between Parks and Open Space departments, which was completed and approved by City Council
- ix. PPLAB is looking ahead for solutions and guidance from City Staff for projected funding shortfall in Parks budget in 2027.
- x. Long Range plan – Staff are in the final stages of contract with our selected consulting team. In early summer Bryon will bring information on conversations with long range plan consultants. PPLAB will have an active voice in LRP proposal, scheduled for Feb. 18 Council meeting.
- xi. Park Signage has been created for Centennial Park, Louisville Bee City USA and Tree City signs. Staff is evaluating placement options at City boundaries, mapping locations and approval from Public Works director. Parks Dept. will purchase signs and put them up!
- xii. PPLAB Bylaws review and update – Bylaws are being revised in City Clerk’s office. This is a long-term project. PPLAB will need to review what is drafted by City Clerk’s office
- xiii. Outdoor Rec Amenities Road Map – Abby reviewed 2024 highlights, and cited improvement plans for 2025 that are in progress.
- xiv. Summary of PPLAB accomplishments to highlight for Council:
 - Parks restoration and design work on Joe Carnival and Meadows, which were successfully opened on Jun. 22.
 - Design consultation work on Enclave and Sunflower Parks
 - Medians design work outreach
 - Advance participation in Long Range Plan
 - Louisville Bee City USA Committee outreach and education efforts
 - Participation in Comprehensive Plan discussions

7. Review Draft Work Plan for 2025, objective to approve by March meeting, current draft in Meeting Packet

- Bench marking GMMP. On-going in 2025, we will have Staff report in first Qtr., PPLAB will comment. Dec 2024
- Playgrounds - Enclave and Sunflower construction to begin, possible late Spring or early Summer. Expect to review Memory Square playground design next in 2025 (aged play structure, capital improvement is budgeted), continue with Median renovation plans, develop and revue, check sustainability of medians

plantings, incorporate sustainability and native plants in on-going activities, DEI for Playground renovation, review as requested. Emphasize pollinator friendly, fire resistant, low water, and sustainable landscape opportunities as appropriate.

Discussion: Can we highlight these values and Parks work projects in City Pubs? Also, can we promote these values to our local residents, including HOA organizations, i.e., some HOA requirements to plant two trees on premises of newly built residences?

- Collaboration with other Advisory Boards – Looking forward to meeting with OSAB on joint issues and working with RAB to request action from Council on Intergovernmental Agreement with Lafayette to build Multi-Use Fields in collaboration with Louisville's construction of Sports Complex east of South Public Road. Also work with RAB to advocate for construction of 5th Tennis Court at Centennial Park, which has been postponed to 2027. PPLAB to collaborate with RAB on a Memo to City Council as part of our Outdoor Amenity work plan.
- Review of Parks Dept. Long Range Plan - Scheduled for first Qtr., 2025.
- Louisville Entry Way Signage – Our part of this task is complete with the suggestion of location for the signage at US 36 and McCaslin Blvd. Memo has been submitted to City Council.
- PPLAB Bylaws are under review in the City Clerk's office.
- Integrated Weed and Pest Management (IWPM) – Continue to support reduction of pesticide use in City Parks and Recreation areas. Encourage Community members to reduce pesticide use and educate Community.
- PPLAB is requesting ways to increase transparency on pesticide use on City Property and encourage our community to adopt IWPM principles. Former Louisville Mayor and current Boulder County Commissioner Ashley Stolzman spearheaded this effort.
- Abby agreed to edit and clarify proposed changes and simplifications in 2025 work Plan prior to PPLAB March Meeting for presentation to City Council in April.

8. 2025 Monthly Calendar

- PPLAB meets on the first Wednesday of each month, targeting our yearly Work Plan in our agendas with Board Members working to map out main topics for each coming month. We will be reviewing City Comprehensive Plan in March, as well as finalizing our 2025 Work Plan. Additional agenda items and tasks will be scheduled as necessary. Abby will provide information on these items throughout the year. Advisory Board recommendations for budget items to city Council are due in May.

9. Board Report

- Bee City Committee – John, Jody, Patricia and Susan worked to prepare a mitigation strategy for Japanese Beetles and submitted to PPLAB for approval. PPLAB reviewed these strategies and approved as a memo for submittal to City Council, with possible publication of a summary in Louisville Spring Newsletter and City Horticulture webpage.
- John met with Louisville community resident to discuss building of native Bee “Hotels” from recycled wood products, including material from Louisville Branch and Tree Recycling site. Parks Department is supportive of this idea.
- Bee City members Josh, Susan, and John prepared and submitted a grant proposal to the Colorado People and Pollinators Action Network (PPAN) for a pollinator garden to be planted at Louisville Elementary School (LES). The project is supported by Staff and PTO at LES and already has a commitment from Wild Heritage Gardens & Design (Louisville) for design work and sourcing native plants.
- Bee City Committee discussed the importance of showy milkweed to the migrating Monarch butterfly population, which continues to be severely stressed by the continued use of pesticides and herbicides in agricultural, rural and suburban environments, short and long-range climatic effects, and reduction of habitat. The Louisville Bee City USA Committee is preparing a memo to present to PPLAB to request that showy milkweed be removed from the Louisville City noxious weed list, and if approved, to forward this memo to City Council.
- Louisville Bee City USA Event Calendar, 2025
 - Winter native plant sowing workshop to the Bloomin’ Seniors Garden Club at the Louisville Senior Center on Feb. 12. Wild Ones Front Range Chapter will cooperate with Bee City committee in this workshop.
 - Louisville Library Seed Swap (March 1, 2025), with Wild Ones Front Range Chapter (native plant organization)

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- Third Annual Pollinator Art Contest for Elementary Students in Louisville, (April – May 2025)
- Information booths at the Louisville Farmer's Market in May (IWPM and Japanese Beetle management) and September (Native Plant Giveaway)
- Information booth at the Earth Day event in Lafayette, CO (April 26, 2025).
- Native plant and pollinator walk, presented by Dave Sutherland (BoCo naturalist, retired) in June 2025
- Louisville Garden Tour (June 22, 2025), in cooperation with the Lafayette Old Town Garden Tour (June 21, 2025).

10. Staff Report

- **Streetscapes/ Horticulture:**

Staff attending industry classes supporting certifications, new trends, and networking

Dead heading and pruning perennials and shrubs as weather permits

- **Parks, Athletic Fields, Cemetery:**

Supporting general parks maintenance that includes snow and ice management.

Resurfaced Bocce Ball Courts at Community Park and installed Eagle Scout project - Little Library at Joe Carnival Park

Supporting contractor in Holiday light display removal- started January 27.

- **Forestry:**

Contractor pruning along ditch and staff pruning around playground space at Cottonwood Park

Ash pruning at Annette Brand Park

- **Projects:**

1. Playgrounds (Sunflower/Enclave) – contract to City Council

2. Median Landscape Renovations – continue weed management, trimming, and establishing low grow pollinator seed mix

3. Irrigation Improvements – controller purchased and installations starting late February

4. Sports Complex Lighting – collecting bids for lamp and wiring upgrades

5. PROST Department Long Range Plan awarded

11. Discussion Items for Next Meeting

- Review and comment on City Comprehensive plan, with staff presentation
- Finalize PPLAB work plan
- Future calendar items will be added as needed
- PPLAB April 2nd meeting will be moved to Spruce Room at City Hall due to Library renovation

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12. Adjournment

- Motion to adjourn made, seconded and approved.

SUBJECT: COMPREHENSIVE PLAN UPDATE

DATE: MARCH 5, 2025

**PRESENTED BY: JEFF HIRT, AICP, PLANNING MANAGER
ROB ZUCCARO, AICP, COMMUNITY DEVELOPMENT DIRECTOR**

PURPOSE

The purpose of this agenda item is to update the PPLAB on the status of the [Comprehensive Plan](#) ("Plan") and request targeted feedback on the Plan's goals and strategies.

BACKGROUND

The City is updating its Comprehensive Plan. The Plan is adopted by City Council and required by state law. The Louisville Municipal Code (LMC) Section 17.64.050 also requires a Plan update at least every ten years. The last Plan update was in 2013. The Plan update is an opportunity for the community to refresh the City's overall vision, values, and policies on a range of topics including but not limited to land use, development, and infrastructure. The time horizon the Louisville Comprehensive Plan will address is about 20 years. The Plan is not the City's official zoning map and is not regulatory, but it does articulate official City policy that guides a range of decisions.



The Community Development Department is managing the Plan update in close coordination with City Council, Planning Commission and numerous other City boards, commissions, and departments with a consultant team led by Design Workshop with subconsultants Fehr and Peers (transportation), Economic and Planning Systems (economics analysis), and Spirit Environmental (sustainability, resilience, etc.).

The project is over half complete with a target adoption date of late Summer 2025. To date, several thousand residents have provided input on the plan. This input guided development of the Plan's [Vision Statement and Core Values](#) and is guiding the Plan's drafting. City Council and Planning Commission have also provided direction on the Plan's future land use policies (see Attachment 2). Link 4 is a summary of the Plan's most recent community engagement.

The Community Development Department is seeking input from several boards and commissions in March as the project team is starting to draft the Plan. Specifically, the primary purpose of these discussions is to address the goals and strategies of the Plan that are aligned with the board or commission's role.

PPLAB Discussion – February 7, 2024

The project team asked for PPLAB input on the top issues the Plan should address when the project kicked off in early 2024. The PPLAB had the following general comments:

- The Plan should promote environmental sustainability including water conservation and biodiversity.
- The Plan should address any future population growth's impacts on the City's infrastructure, including parks.
- The Plan should address maintenance and enhancement of landscaping in commercial areas related to aesthetics and to support economic vitality.

PPLAB Related Goals and Strategies

Attachment 3 includes a summary table of the potential goals and related strategies that may be in the Comprehensive Plan related to the PPLAB's role. Specifically, those goals or strategies related to the landscape design of public places. These goals and strategies will be part of a broader Plan framework of goals and strategies that will be organized around the Vision Statement and Core Values.

The purpose of these goals and strategies is to articulate City policy on specific topics. The Plan is a policy document and not regulatory, but these statements will guide City decision making on a range of topics like budgeting, programming, capital projects, and land use decisions. The Plan will also inform the City's upcoming Parks, Recreation, and Open Space (PROS) Master Plan update.

SCHEDULE AND NEXT STEPS

The project team is seeking input from several City boards and commissions in March to inform the Plan's drafting, followed by continued discussions with Planning Commission and City Council. Following this input the project team is working towards a June public review draft period. At that time there will be extensive community notification of the draft availability and opportunities for input. The target adoption of the Plan by City Council is late Summer 2025.

REQUESTED PPLAB FEEDBACK

City staff are requesting feedback from the PPLAB on the relevant draft, preliminary goals and strategies in Attachment 1. Specifically:

- What are the most important things to capture in describing the goal or strategy in the Comprehensive Plan?
- What goals and strategies within PPLAB's role are missing from the list below that should be included in the Comprehensive Plan?

ATTACHMENTS/LINKS:

1. Goals and Strategies Worksheet for PPLAB Input
2. Comprehensive Plan Future Land Use Framework Draft Summary
3. [Comprehensive Plan Vision Statement and Core Values](#)

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4. [December 2025 Community Engagement Summary](#)
5. [Project Website](#)
6. [2013 Comprehensive Plan](#)

Attachment 1: Comprehensive Plan Goals and Strategies (for PPLAB)

The purpose of this document is to seek input from the PPLAB on the Comprehensive Plan's potential goals and strategies. The table below reflects potential goals and strategies related to PPLAB's role. These will evolve and be part of a broader articulation of City goals and strategies on a range of topics in the Plan.

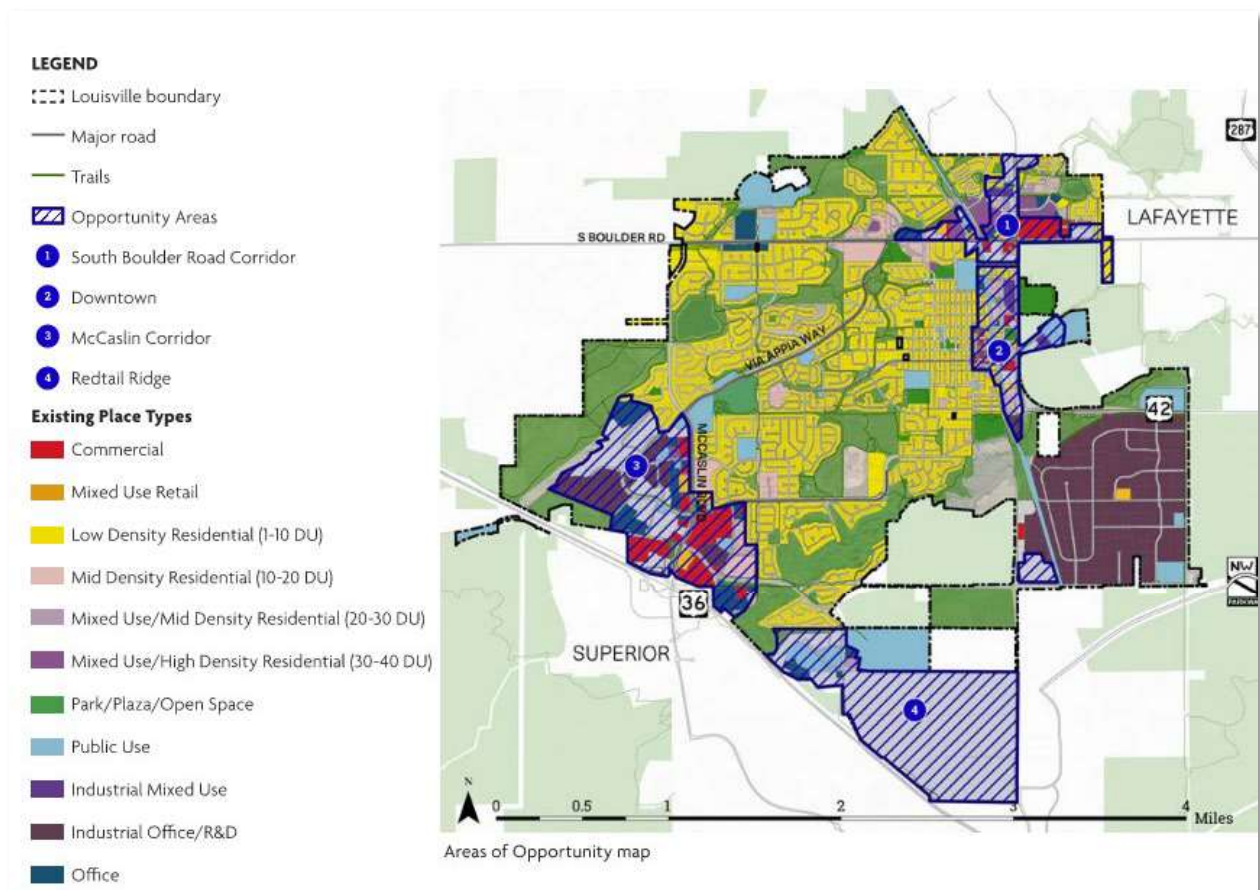
Please review the content in the table below and be ready to discuss while considering the following questions:

- *What are the most important things to capture in describing the goal or strategy in the Comprehensive Plan?*
- *What goals and strategies within PPLAB's role are missing from the list below that should be included in the Comprehensive Plan?*

Summary of Potential PPLAB Related Goals and Strategies in the Comprehensive Plan		
Draft GOAL	Draft STRATEGY	PPLAB Comments
1. Placemaking and Public Realm <i>Design public spaces to be vibrant, accessible, and attractive areas to engage in community life and support economic vibrancy.</i>	• Support Update to PROS Master Plan • Encourage Enhanced Design of Public Spaces • Encourage Development of New Public Places	
2. Environmental Sustainability and Decarbonization <i>Implement the City's Sustainability Action Plan goals related to topics including but not limited to greenhouse gas emissions, climate action goals, and energy consumption.</i>	• Encourage Water Conservation on Public and Private Property • Increase Louisville's Tree Canopy on Public and Private Property • Encourage Biodiversity on Public and Private Property	
3. Core Community Services <i>Provide a high level of service for City essential core services including but not limited to public safety, infrastructure quality, and maintenance and enhancement of parks and open space areas.</i>	• Address Population Growth Impacts on Public Parks and Open Spaces.	

Attachment 2: Louisville Comprehensive Plan Draft Future Land Use Framework

The Comprehensive Plan will include a future land use framework that acts as City policy for land use decisions. This will include a citywide map of desired future land uses and accompanying descriptions of different place types (e.g., low density residential, commercial, parks, etc.). The Plan will address the entire city, but with more granular recommendations for areas more likely to change (“Opportunity Areas”). The map below is the current draft that shows such areas of change. In early 2025, Planning Commission and City Council provided direction to address future land uses within each of the four areas of change as summarized in the table below. These groups also provided direction that the Plan should provide policies supporting some limited, context sensitive redevelopment in the places outside of the areas of change.



Comprehensive Plan Draft Future Land Use Framework – March 2025	
Opportunity Area	Framework
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, and designed in a manner that promotes a neighborhood feel. • 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.

DRAFT 2025 PPLAB Work Plan

updated Feb 2025

Requests are in order of priority and will adjust to align with City Council Work plan.

Maintain what we have with a focus on Sustainability, Fire Hardening, Economic Vitality, EDI thought actions targeted at the objectives listed

			Core Services	Affordable Housing	Economic Vitality	Sustainability	EDI	Budgeted
Program Area	PPLAB Recommendations	Outcomes	Council Priority					
Budgetary Support	Support Park Operational budget needs for current 2 year budget cycle. Keep communications regarding the underfunding of Parks Operations anticipated in 2027	PPLAB and City Council communications to support funding for Park Operations	X					
Pollinator Habitat, Resilience, Fire Resistant, Low-water, Sustainable Landscape Opportunities	Sustainable landscape opportunities that are resilient fire resistant low water pollinator habitats. Collaboration with OSAB for pocket plantings and transitional planting areas from Parks to Open Space. Enhance Cornerstone raised landscape bed and continue work at Arboretum	Staff to continue enhancing and renovating landscaping beds throughout city promoting resilient, fire resistant and pollinator plantings.	X		X	X		X
Education	Find educational opportunities as outlined in PPLAB mission to support public's knowledge and understanding of the Parks Operational program. Topics to include Fire Hardening, Sustainable Landscaping, Japanese Beetle, Mental Health benefits of Park Spaces and continuation of the Bee City USA designation through public outreach opportunities.	Continue to support Park Operations in city publications. Various educational events hosted by sub-committee, Open Space and Parks for community supporting bio-diversity pollinators. Art Contest for Elementary and Middle School students.	X			X	X	X
Outdoor Recreation Amenities Roadmap and buildout of Operational Model including multi-use fields	RAB/PPLAB subcommittee participation, continuing planning and identification of priorities and project recommendations. Potential Tennis programming expansion 5th court at Centennial Park. Feasibility study on multi-use fields and redesign of current athletic field space at Cleo Mudrock	On going meetings and discussion, PPLAB recommendations/ memo submittal. PROS Long Range Plan data review to support of need. Work jointly with RAB on discussing Lafayette IGA for property development of multi-use fields.	X		X		X	X
Integrated Pest Management	Continue to support the reduction of pesticides use in Parks and City maintained properties. Encourage community members to reduce pesticide use and enhance community education. Increase transparency on pesticide use on city properties. Review current Integrated Weed Pest Management (IWPM).	PPLAB recommendations, communications and educational opportunities. Work toward measureable pesticide reduction in parks and surrounding community. Work towards transparency of use in PPL.	X			X	X	
PROS Projects - Playground: Memory Square. Median renovations and Identified 2025 CIP projects, Development Review	Design process for Memory Square playground renovation 2025, Median renovations. Development as requested.	Review and provide input as requested by staff. Medians- incorporate sustainability, local materials, and more perennials.	X			X	X	X
Collaboration with other Advisory Boards or Commissions	Collaboration opportunities to work with city advisory boards and commission to further enhance the community. OSAB, RAB, LRC- as examples.	Outdoor Amenities subcommittee participation with RAB designees. Future OSAB collaborative meeting	X				X	
Bench Marking GMMP	How has the GMMP been implemented, what is needed to support requests to increase maintenance and operations using the data to support.	On-going- Staff report in first qtr. 2025, PPLAB recommendations from data review	X			X		X
Parks Long Range Plan	Long Range planning	Review as requested	X		X	X	X	X
PPLAB Bylaws Review and Update	Work with City Clerk, Staff Liaison and Advisory members to review and update PPLAB Bylaws.	TBD City Clerk						

Managing Japanese Beetles in Gardens and Landscapes

Japanese beetles can be a significant problem for gardeners, but with the right strategies, you can minimize their impact. Start early in the season. Control is easier before infestations become widespread. Louisville Bee City USA committee has reviewed mitigation strategies for Japanese Beetles and has come up with some recommended strategies. The most effective practice is hand picking or brushing the beetles into a bucket of shallow, soapy water. Start in the morning while the beetles are still sluggish. Commercial beetle traps are also effective and if properly maintained, can knock back an infestation. Be advised that traps may draw the beetles from a large area and will need significant attention. Neem oil and insecticidal soaps can be effective as well but can have significant toxicity to pollinators and beneficial insects. Beneficial Nematodes and Milky Spore bacteria are natural controls, but are long term solutions, rather than quick fixes. Natural predators (starlings and robins, certain predatory wasps, and even raccoons) are known to feed on the beetles. Encouraging these creatures, coupled with healthy garden practices like plant diversity, reduced watering for turf, and welcoming native plants and grasses to your landscape will make Japanese beetles feel unwelcome. By combining several of these strategies, you can manage Japanese beetle populations effectively and minimize their damage.

Here are details on some of the best approaches:

1. Hand-Picking and Trapping

- **Hand-Picking** - One of the most straightforward methods is to physically remove the beetles from your plants. You can do this in the early morning when they are sluggish. Drop or brush them off your plants into a bucket with an inch or two of soapy water to kill them (liquid dish soap works well). Japanese beetles are highly mobile, so you will need to do this at least once a day to impact the population and protect your plants. Drain the bucket in the toilet and dispose of the dead beetles in the trash.

- **Traps** - Japanese beetle traps can help catch beetles in the garden. Place them away from plants you want to protect to draw the beetles away. However, use beetle traps with caution, sometimes they attract more beetles than they capture, so placement is key. Traps will effectively reduce the population in areas where infestation is not too dense. Check traps every 2 weeks, or as necessary.

2. Neem Oil or Insecticidal Soap (not recommended due to toxicity to bees, larvae of beneficial insects, and fish, based on studies from the University of California and Xerces Society for Invertebrate Conservation).

- **Neem Oil** - This natural insecticide disrupts the beetles' ability to feed and reproduce. Apply it to plants as soon as beetles are spotted. It's effective when sprayed directly on the insects, but it also helps deter new beetles from landing.

- **Insecticidal Soap** - A less harsh option, insecticidal soap can kill beetles on contact while being safe for beneficial insects and the environment. Be sure to cover both the upper and lower sides of leaves.

3. Beneficial Nematodes

These microscopic organisms attack the larvae (grubs) of Japanese beetles in the soil. You can apply nematodes to your garden soil in late summer or fall, after Japanese beetle eggs have hatched. This helps reduce the population of beetles in the following year.

4. Milky Spore Bacteria

This naturally occurring bacterium specifically targets Japanese beetle larvae. It can be applied to the soil, where it infects the larvae, killing them. It's a long-term solution, as it can take a year or more to be fully effective, but once established, it provides ongoing control.

5. Row Covers or Netting

Use lightweight row covers or netting to physically protect plants from Japanese beetles. This is most effective when the beetles are actively feeding but be mindful to remove the covers when pollinators like bees are active. Row covers can be unsightly and inconvenient to work with garden plants.

6. Encourage Natural Predators

Birds, especially starlings and robins, as well as other predators like raccoons and certain wasp species, are known to feed on Japanese beetles. Encouraging these animals in your garden can help keep beetle populations in check (and they are fun to watch!).

7. Healthy Garden Practices

- Frequent monitoring of your landscape allows you to act before infestations get out of control.
- Diversity: Planting a variety of plants can make your garden less attractive to beetles, as they tend to prefer certain plants like roses, grapes, and beans. Sacrificial plants such as Hibiscus will lure the beetles away. The blooms of Hibiscus are short lived and are replaced daily.
- Native Plants: Japanese beetles are less prevalent on many of our native plants, so gardens dominated by xeric natives will see less of an infestation.
- Proper Maintenance: Keep your garden healthy and well-maintained. Stressed plants are more vulnerable to beetle infestations. Prune dead or damaged leaves and avoid overwatering. Japanese beetles tend to thrive in unhealthy, overwatered environments.
- Consider replacing traditional turf with alternative native grasses or low-water fescue. Beetle larvae feed on the roots of turf grasses. If you do have turf, reduce watering in the late summer/ early fall to make it less desirable for egg-laying.

Additional Management Practices

8. Diatomaceous Earth (not recommended due to respiratory toxicity to bees and other beneficial insects).

- Diatomaceous earth is a chemically non-toxic powder made from fossilized algae. It can be sprinkled on plant foliage and the soil. The sharp particles damage the exoskeletons of the Japanese beetles and other beneficial insects including pollinators, leading to dehydration and death. Diatomaceous earth is most effective when dry and may need to be reapplied after rainfall.

9. Chemical Pesticides

- Chemical pesticides should be considered a last resort and are highly discouraged. If other methods aren't effective and the infestation is severe, these should be used sparingly and only when absolutely necessary, as they can harm beneficial insects, pollinators, and the environment. Always follow label directions and consider targeting the beetles directly with spot treatments instead of

widespread spraying. Pesticide contamination is already too common in the urban, suburban, and rural environment. See Colorado DPW report on Colorado Native Pollinating Insects Health Study, <https://dnr.colorado.gov/native-pollinating-insects-health-study>.

Memorandum

To: Parks Public Landscape Advisory Board (PPLAB)
From: Abby McNeal, CSFM, CPRP
Date: 03/05/2025
Re: Parks Division Monthly Report

Streetscapes/ Horticulture:

Staff working on final grant submittal for the Transformative Landscape Challenge in collaboration with Sustainability. Targeting removal of 1600 sq ft of irrigated grass on the west side of Arboretum shelter and replace with pollinator low water plantings supported by Resource Central's Garden in a Box program.

Dead heading and pruning perennials and shrubs as weather permits

Parks, Athletic Fields, Cemetery:

Supporting general parks maintenance that includes snow and ice management.

Install backstop hitting boards on east tennis courts at Centennial tennis.

Repair horseshoe pit boards at Community Park – in progress

Repair Par Course signage

Supporting contractor in starting Sunflower and Enclave projects

Athletic Fields work on preparing infields for play mid-March.

Forestry:

Stump grinding for Sunflower and other known locations

Elm pruning in Tyler Canyon

Bee City Renewal:

Highlights for renewal application period 2023-2024

- Created or enhanced 27 new habitat projects
 - Turf grass conversion with Resource Central Garden in a Box
 - Median renovations
 - Pocket Prairie installations at 2 Open Space properties
- Over 200 staff, volunteer, students, and partners contributed to helping the projects
 - Labor Day Parade

- Ecotoberfest (2023 and 2024)
 - Student Art Contest (2023 and 2024)
- 13,379,959 square feet of habitat created or enhanced
 - 71,000 sq ft median renovations
 - 55,000 sq ft parks landscape bed enhancements
 - 435,600 sq ft of North Open Space removal of Siberian Elm and shortgrass restoration
 - 496,584 sq ft restored on Open Space Properties
- Pollinator Mural installed near City Hall
- Adhering to the current IWPM, continuing to minimize the use of pesticides
 - Adhering to the Ordinance banning the use of Glyphosate and 2,4D products.
- Staff and volunteers support continued educational events such as: Pro Green, events hosted by Bee City USA, Denver Botanical Garden's, and Rocky Mountain Turfgrass program.

Projects:

Playgrounds (Sunflower/Enclave) – started February 24

Irrigation Improvements – controller purchased and installations starting early March

PPLAB Development Review:

History: ordinance No. 1882 (the attached) passed in fall of 2024, both PPPLAB and OSAB boards have quasi-judicial status and need to provide development review recommendations to Council via resolution.

PPLAB will provide a resolution for Development review as an advisory role for Council.

- Planning staff mail a 15 day advanced meeting notice to property Owners within 750' of the project boundaries
- The applicant will be noticed and has right to attend
- There must be opportunity for formal public comment (3 mins each or 6 mins pooled)
- Planning staff prepare a memo to the board with project materials, relevant codes/ordinances and a draft resolution
- Planning staff (or PROS staff) may suggest what the Board's resolution recommendation be (i.e. staff suggest the board vote to approve with the following conditions...)
- Board can decide (based on relevant decision making points in the memo) to deny, approve or approve with conditions the resolution
- The resolution becomes part of official record for the development review process and will be provided to Council who is the ultimate decision making entity

Considerations:

- Development review will likely need to be a standing item on each month's agenda due to the volume of projects and review timelines
- Boards may have additional round(s) of review by project, but we hope to avoid bringing every submittal round of every project to each board.

- To reduce burden on staff and board members, ideally a rhythm would be created where the board can easily approve resolutions for most projects without significant debate.

For instance, the PPLAB Board resolution for most landscape in the ROW could be "Board recommends the applicant work with PROS Staff (including City Forestry and Horticulture) to finalize a plant schedule which staff find appropriate for the project location."

**SUBJECT: ORDINANCE NO. 1882, SERIES 2024, AN ORDINANCE
AMENDING LOUISVILLE MUNICIPAL CODE CHAPTERS 2.20
AND 4.02, CONCERNING THE QUASI-JUDICIAL ROLES OF THE
OPEN SPACE ADVISORY BOARD AND THE PARKS AND
PUBLIC LANDSCAPING ADVISORY BOARD – 1ST READING AND
SET PUBLIC HEARING FOR SEPTEMBER 17, 2024**

DATE: SEPTEMBER 3, 2024

**PRESENTED BY: ROB ZUCCARO, AICP, COMMUNITY DEVELOPMENT
DIRECTOR**

SUMMARY:

The attached ordinance creates a formal process for the Parks and Public Landscaping Advisory Board (PPLAB) and revises the process for the Open Space Advisory Board (OSAB) to review development applications as part of the quasi-judicial land use review process. The ordinance clarifies the types of applications to be reviewed, the scope of review by each board, and criteria for review.

BACKGROUND:

[Louisville Municipal Code \(LMC\) Sec. 4.02.040.D.](#) outlines a formal development review role for OSAB, in which they are asked to review any land use case that is adjacent to or materially impacting open space. This review is done during the staff review and referral process, and the code does not make clear if OSAB is to make a formal recommendation to Planning Commission and City Council or if they are only informing the staff review during the referral process. The code also does not make clear the scope of review or the criteria OSAB is reviewing the proposal against.

PPLAB has no formal role in the development review process spelled out in the LMC. However, due to OSAB's formal role, PPLAB has been included in development review of some land use applications, following the process set for OSAB.

These review processes for OSAB and PPLAB have changed over time, including the formality of the review and deliverable from each Board, due to the ambiguity in the code or lack of code to guide the process.

ANALYSIS:

The review processes and criteria included in the proposed ordinance will clarify the role of each board in land use application review. The ordinance specifies the types of land use applications each board will review and the elements of those applications that they will review matching their defined scope and purpose as an advisory board to City Council. Because each board is acting in a quasi-judicial capacity when making a recommendation on a site-specific land use case, the ordinance ensures due process requirements are met and relevant and applicable criteria are considered. The

SUBJECT: ORDINANCE 1882, SERIES 2024

DATE: SEPTEMBER 3, 20024

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procedures include formal public notice for the review hearings by each board and adoption of a resolution outlining their findings and recommendations to the Planning Commission and City Council.

Including this formal review step will add additional process and potentially additional time to the review of certain land use applications. However, if the Council desires that each of these boards provide recommendations on land use applications, staff recommends that the formal hearing procedures be considered in order to meet legal requirements and best practice standards for quasi-judicial land use review.

OSAB AND PPLAB REVIEW OF ORDINANCE:

Both OSAB and PPLAB reviewed the draft ordinance and each recommends approval. Each board requested amendments to the draft, all of which have been incorporated in the draft presented to Council (see Attachment Nos. 2 and 3 for meeting minutes).

PUBLIC COMMENTS:

No public comments have been received.

FISCAL IMPACT:

Staff does not anticipate a direct fiscal impact to the City from the adoption of this ordinance, but notes that implementation of the ordinance during the land use review process will take additional staff time and resources to complete.

STAFF RECOMMENDATION:

Staff recommends approval of Ordinance 1882, Series 2024.

ATTACHMENTS:

1. Ordinance 1882, Series 2024
2. June 5, 2024 PPLAB Meeting Minutes
3. July 10, 2024 OSAB Meeting Minutes

STRATEGIC PLAN IMPACT:

☐		Financial Stewardship & Asset Management	☐		Reliable Core Services
☐		Vibrant Economic Climate	☐		Quality Programs & Amenities
☒		Engaged Community	☐		Healthy Workforce
☐		Supportive Technology	☐		Collaborative Regional Partner

**ORDINANCE NO. 1882
SERIES 2024**

**AN ORDINANCE AMENDING LOUISVILLE MUNICIPAL CODE CHAPTERS 2.20 AND
4.02, CONCERNING THE QUASI-JUDICIAL ROLES OF THE OPEN SPACE
ADVISORY BOARD AND THE PARKS AND PUBLIC LANDSCAPING ADVISORY
BOARD**

WHEREAS, the City previously created and established an Open Space Advisory Board (OSAB) and a Parks and Public Landscaping Advisory Board (PPLAB), which serve in an advisory capacity to the City Council; and

WHEREAS, City Council desires to formalize and clarify the quasi-judicial roles and responsibilities of the OSAB and PPLAB with respect to land development application review.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LOUISVILLE, COLORADO:

Section 1. Chapter 2.20 of the Louisville Municipal Code is hereby amended by the addition of a new Section 2.20.080 to read as follows:

**Chapter 2.20
Boards and Commissions**

Sec. 2.20.080. Parks and Public Landscaping Advisory Board.

A. There is created and established a Parks and Public Landscaping Advisory Board for the City.

B. The Board shall consist of seven members, each of whom shall be appointed by the City Council. The qualifications, terms, and other matters respecting membership of the Board shall be set by City Council resolution.

C. The members of the Board shall serve in an advisory capacity to City Council, and shall have principal responsibility for matters related to parks and public landscaping. The powers, duties and responsibilities of the Board shall be set forth in this section and by City Council resolution.

D. Development application review.

1. The Board shall review:

a. Preliminary and final subdivision plats and general development plans that include public use

dedications or cash in lieu of public use dedications pursuant to Section 16.16.160 of the Code or public.

b. Land development applications that include, public parks or public streetscape landscaping in new development.

2. The intent of the Board's review is to advise the Planning Commission and City Council on those parts of the land development application related to:

a. Park development within the project boundaries, including the preferred locations for parks and whether the application meets the criteria for park development set forth in the City Code, Comprehensive Plan, and other City-adopted policies;

c. Infrastructure or improvements relating to parks;
and

d. If the application does not include a park dedication, the Board may recommend that the application be revised to include a park element.

3. The Board shall conduct a public hearing in connection with its review of land development applications. Public notice shall be provided in accordance with Sections 16.04.070 of the Code. The Board shall act as a quasi-judicial body in the conduct of the hearing.

4. After the public hearing is concluded, the Board shall adopt a resolution making findings concerning the matters set forth in this Section and recommending approval, approval with conditions or denial of the application.

Section 2. Section 4.02.040.D of the Louisville Municipal Code is hereby amended to read as follows (words added are underlined; words deleted are ~~stricken thorough~~):

Sec. 4.02.040. Ongoing duties.

D. The board shall provide ~~comments~~ recommendations to the Council and/or Planning Commission on development applications as provided in Section 4.02.050. The City Manager or designee may also refer any development applications found to materially impact open space lands

~~to the board for recommendation to the Council and/or Planning Commission. proposals for land immediately adjacent to, or materially impacting, open space lands providing the comments are provided during the standard referral timeliness established for the city's development processes. Staff will coordinate providing the board with information on pending issues to provide the board a timely opportunity to provide such comments as part of the established planning process.~~

Section 3. Chapter 4.02 of the Louisville Municipal Code is hereby amended by the addition of a new Section 4.02.050 to read as follows:

Chapter 4.02
Citizens Open Space Advisory Board

Sec. 4.02.050. Development application review.

A. The Board shall review development applications that include proposals for public use dedications, cash in lieu of public use dedications, or public or private common open space. Specifically, the Board shall review:

1. Preliminary and final subdivision and general development plans plats that include public use dedications or cash in lieu of public use dedications pursuant to Section 16.16.160 of the Code.
2. Preliminary and final PUD applications that include a proposal for open space pursuant to Section 17.28.080 of the Code.
3. Preliminary and final PUD applications that include a proposal for open space as part of a waiver request pursuant to Section 17.28.110 of the Code.

B. The intent of the Board's review is to advise the Planning Commission and City Council on those parts of the land development application related to:

1. Open space dedication and planning within the project boundaries, including the preferred locations for open space and whether the application meets the criteria for open space development set forth in the Charter, City Code and other City-adopted policies;
2. Development of trails and trail connections;
3. Land management standards and landscaping for

private common open space;

4. Infrastructure or improvements relating to open space;
and

5. If the application does not include an open space dedication, the Board may recommend that the application be revised to include an open space element.

C. The Board shall conduct a public hearing in connection with its review of land development applications. Public notice shall be provided in accordance with Sections 16.04.070 and 17.04.070 of the Code. The Board shall act as a quasi-judicial body in the conduct of the hearing.

D. After the public hearing is concluded, the Board shall adopt a resolution making findings concerning the matters set forth in this Section and recommending approval, approval with conditions or denial of the application.

Section 4. If any portion of this ordinance is held to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance and each part hereof irrespective of the fact that any one part be declared invalid.

Section 5. The repeal or modification of any provision of the Municipal Code of the City of Louisville by this ordinance shall not release, extinguish, alter, modify, or change in whole or in part any penalty, forfeiture, or liability, either civil or criminal, which shall have been incurred under such provision, and each provision shall be treated and held as still remaining in force for the purpose of sustaining any and all proper actions, suits, proceedings, and prosecutions for the enforcement of the penalty, forfeiture, or liability, as well as for the purpose of sustaining any judgment, decree, or order which can or may be rendered, entered, or made in such actions, suits, proceedings, or prosecutions.

Section 6. All other ordinances or portions thereof inconsistent or conflicting with this ordinance or any portion hereof are hereby repealed to the extent of such inconsistency or conflict.

**INTRODUCED, READ, PASSED ON FIRST READING, AND ORDERED
PUBLISHED** this _____ day of _____, 2024.

Christopher M. Leh, Mayor

ATTEST:

Genny Kline, Interim City Clerk

APPROVED AS TO FORM:

Kelly PC, City Attorney

PASSED AND ADOPTED ON SECOND AND FINAL READING, this _____ day of _____, 2024.

Christopher M. Leh, Mayor

ATTEST:

Genny Kline, Interim City Clerk