

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## Planning & Zoning Commission REGULAR MEETING

[May 15, 2025 – 6:00 PM](#)

[Council Chambers, City Hall 300 Laporte Ave](#)

[Also via Zoom](#)

### CALL TO ORDER: 6:00 PM

### ROLL CALL

- a. Board Members Present – Adam Sass (Newly Elected Chair), Russell Connelly (Newly Elected Vice Chair), Ted Shepard, York, Kent Bruxvoort
- b. Board Members Absent – Julie Stackhouse, Shirley Peel
- c. Staff Members Present – Frickey, Kidwell, Beals, Kleer, Conovitz, Myler, Yatabe, Sawyer, Gilchrist

### AGENDA REVIEW

Clay Frickey, Planning Manager, provided a review of the agenda.

### CITIZEN PARTICIPATION

None.

### CONSENT AGENDA

#### 1. CONSIDERATION AND APPROVAL OF THE MINUTES OF MARCH 26, 2025

The purpose of this item is to approve the minutes from the March 26, 2025, meeting of the Planning and Zoning Commission.

***Commissioner York made a motion, seconded by Commissioner Connelly, to approve the Consent Agenda. Yeas: Connelly, York, Bruxvoort, Shepard, and Sass. Nays: None.***

***THE MOTION CARRIED.***

### DISCUSSION AGENDA

#### 2. ELECTION OF OFFICERS

Commissioner Shepard nominated Adam Sass as Chair.

***Commissioner York made a motion, seconded by Commissioner Bruxvoort, that the Planning Zoning Commission approve the Southwest Corner of Drake and College Overall Development Plan ODP250002 finding that the overall development plan complies with all applicable Land Use Code requirements. This decision is based on the agenda materials, the information presented during the work session and this hearing, and the Commission discussion. The Commission adopts the information, analysis, findings of fact, and conclusions regarding this ODP contained in the hearing staff report. Yeas: Bruxvoort, Connelly, Shepard, York, and Sass. Nays: none.***

**THE MOTION CARRIED.**

## **5. WATER EFFICIENCY PLAN UPDATE**

**DESCRIPTION:** This is a request for Recommendation to City Council for adoption of the updated Water Efficiency Plan (WEP). The Water Conservation Division, in partnership with other One Water Utilities teams and City departments, has updated the WEP, which is a State-required plan for the Fort Collins One Water Utilities service area. The updated WEP sets two new goals, and a variety of strategies intended to reduce risk and impact of water shortages by (1) lowering treated water use across the Utility service area and (2) building landscape resilience on City-owned properties. This update incorporated extensive community engagement, analysis of historical and projected future water use and efficiency savings under a range of climate and growth predictions, and alignment with City efforts including Our Climate Future.

**STAFF:** Alice Conovitz, Water Conservation Specialist

### **Staff Presentation**

Alice Conovitz, Water Conservation Specialist, provided an overview of the updated Water Efficiency Plan (WEP), long-term goals for water efficiency in the community, and strategies to meet those goals by 2040. She stated staff is seeking a recommendation to Council to adopt the updated Water Efficiency Plan, which is currently out for public comment, input from Boards and Commissions, and a review from the Colorado Water Conservation Board.

Conovitz stated the WEP focuses on the Fort Collins Utilities water service area, which covers about 80% of the population and about 60% of the land area of the city. She noted the Plan is required by the State but is also an important tool as a guide for long-term water use and efficiency. She noted the last Plan was from 2015, and at that time a goal was set to lower demand to 130 gallons per capita per day by 2030. She stated progress has been made toward that goal, though the only year it was reached was the very wet year of 2023.

Conovitz stated the goals and strategies for this update focused on minimizing the risk of water shortage and using conservation and efficiency as one way to do that. She noted growth and the warming climate drive demand, which in turn drives more risk for water shortage. She stated the updated WEP provides two goals that replace the existing goal. The first is a 4% annual reduction in treated water demand by 2040 to reduce the risk of shortages, which includes three targets: to lower the annual treated water demand by 320 million gallons below projected by 2040, double the volume of savings from efficiency strategies by 2040, and lower treated water use at City properties by 5 million gallons by 2040. The second goal is to improve water efficiency and build resilience on City-owned landscapes to benefit the community and the environment, which includes a target of implementing at least seven projects by 2040.

Conovitz outlined the proposed strategies that will be used to help achieve the goals, including behavioral, economic, infrastructure, and regulatory strategies. She stated the strategies were prioritized based on water savings potential, cost, feasibility, equitable outcomes, and acceptance. She stated public input shows that people like incentives but are open to thoughtful regulation and noted conservation program savings are considerably cheaper than solutions such as acquiring more water rights.

Conovitz noted staff is planning to take the final version of the WEP before Council in September for adoption.

### **Commission Questions**

Commissioner Shepard noted a building permit requires a water supply requirement in addition to a tap fee and noted if the water supply requirement is based on the number of bedrooms and amount and type of outdoor landscaping. He asked if a price reduction would be offered on the water supply requirement to a developer who has a raw water or gray water system. Conovitz replied that capability does not exist currently as the City is not set up to be able to fully vet the longevity of a well for example.

Mariel Miller, Water Conservation Manager, stated those incentives are not currently built in, but a broader look at opportunities for incentives to reduce the water supply requirement in exchange for less water demand on a property is included as a strategy in the WEP.

Chair Sass commented on the large number of various plans in the City.

Commissioner Shepard asked if peer cities have been examined regarding this Plan. Conovitz replied in the affirmative and noted peer water providers in Fort Collins have also been consulted.

### **Commission Deliberation**

Commissioner York noted the Plan is required and stated the only consideration he may add is a more aggressive approach.

Commissioner Shepard commended the level of detail in the presentation.

Chair Sass suggested possibly including some references regarding alignment with Our Climate Future. Conovitz stated there are references to alignment with Our Climate Future and other plans across the City in various places throughout the WEP.

### **Public Participation**

None.

***Commissioner York made a motion, seconded by Commissioner Shepard, that the Planning and Zoning Commission recommend that City Council adopt the proposed updated Water Efficiency Plan because the Plan meets the needs of the City and the State requirements as mentioned during the hearing. This decision is based on the agenda materials, the information presented during the work session and this hearing, and the Commission discussion. Yeas: Connelly, York, Bruxvoort, Shepard, and Sass. Nays: none.***

***THE MOTION CARRIED.***

## **OTHER BUSINESS**

None.

## **ADJOURNMENT**

- a. Chair Sass moved to adjourn the P&Z Commission hearing. The meeting was adjourned at 11:22 PM.

*Minutes respectfully submitted by Krista Kidwell*

Minutes approved by the Chair and a vote of the Board/Commission on 07/17/25.