



City of Littleton

Littleton Center
2255 West Berry Avenue
Littleton, CO 80120

Meeting Agenda - Final Planning Commission

Monday, July 13, 2026

6:30 PM

Council Chamber

Study Session

1. Study Session Topics

- a) [ID# 26-139](#) Community Development Review Process Overview

Attachments: [1. Presentation PC Process Overview](#)

Scheduled Time: 45 Minutes

- b) [ID# 26-140](#) Unified Land Use Code (ULUC) Updates and Planning Commission
Operation Discussion

Attachments: [1. Presentation ULUC Updates and Operations](#)

Scheduled Time: 45 Minutes

2. Adjournment

The public is invited to attend all regular meetings or study sessions of the city council or any city board, commission, or committee. Please call 303-795-3780 at least 48 hours prior to the meeting if you believe you will need special assistance or any reasonable accommodation in order to attend, or participate in, any such meeting. For any additional information concerning city meetings, please call the city clerk's office at the above referenced number.



Staff Communication

File #: ID# 26-139, **Version:** 1

Agenda Date: 07/13/2026

Subject:

Community Development Review Process Overview

Prepared by:	Jerad Chipman, Planning Manager
Presentations:	Jerad Chipman, Planning Manager

PURPOSE:

The purpose of this item is to inform the planning commission of the development process that the Community Development staff adheres to per the Unified Land Use Code (ULUC).

LONG-TERM OUTCOME(S) SERVED:

Vibrant Community with Rich Culture; High-Quality Governance; Robust and Resilient Economy

DISCUSSION:

Staff have prepared a high-level presentation highlighting the steps in the development process. The presentation focuses on the city's foundational documents, and how those documents inform a process that begins with a pre-application meeting and concludes with a building being constructed.

BACKGROUND:

Community Development staff have received a number of inquiries from councils, boards, and commissions pertaining to the development review process. After the seating of the new planning commission members, staff concluded that it was an ideal time to update the planning commission on the process and the revisions to the process that staff has been implementing recently. The goal of this discussion is to provide an overview of the role that the planning commission, staff, and applicants play in the development process per the Unified Land Use Code (ULUC).

FISCAL IMPACTS:

N/A

STAFF RECOMMENDATION:

N/A

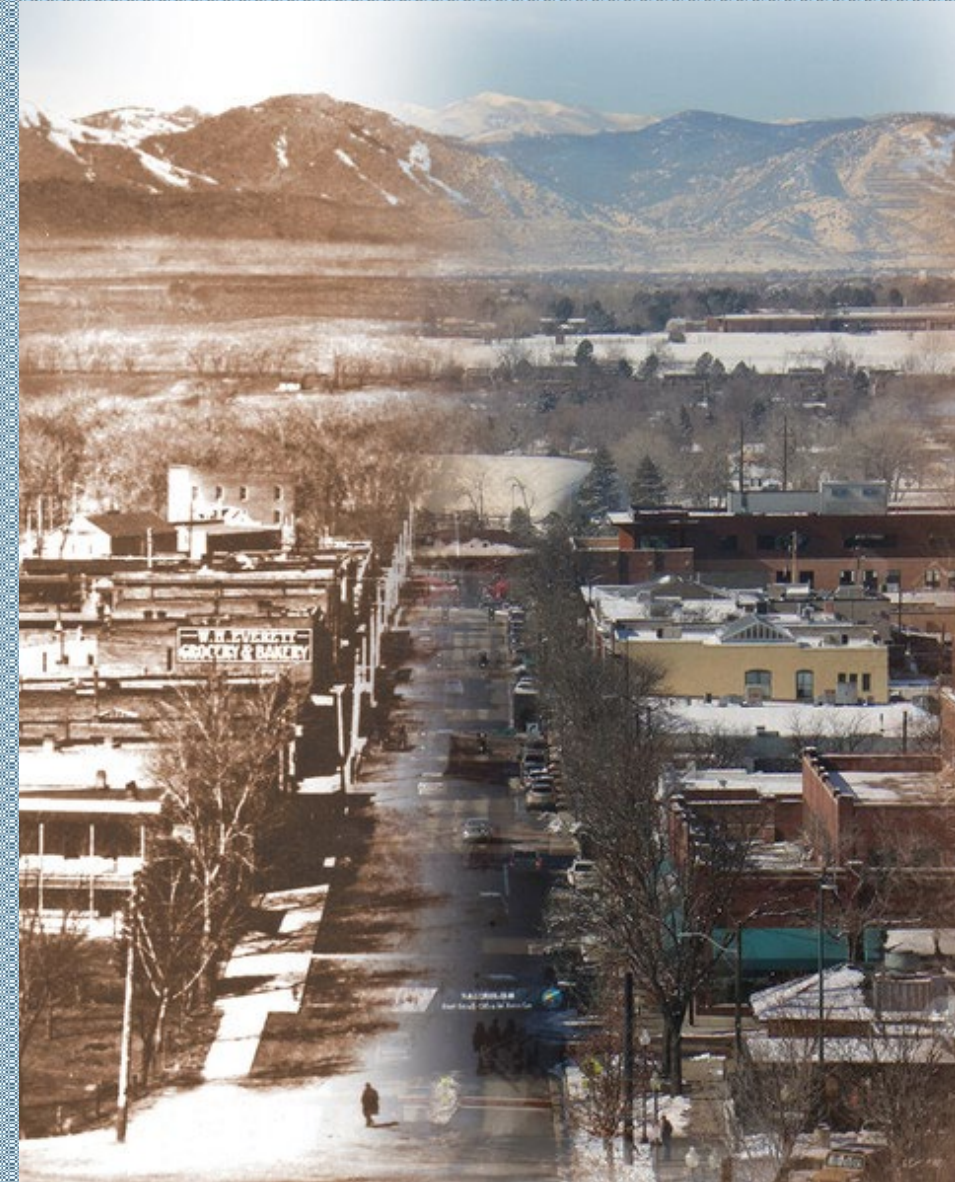
ALTERNATIVES:

N/A

Planning Commission Development Review Process Overview

Jerad Chipman, Planner Manager

July 13, 2026



AGENDA

- ❖ Foundational Documents
- ❖ Final Approval Authority
- ❖ Development Review Process
- ❖ Permitting Review Process
- ❖ Continuous Improvement



FOUNDATIONAL DOCUMENTS

Purpose of the Development Review Process:

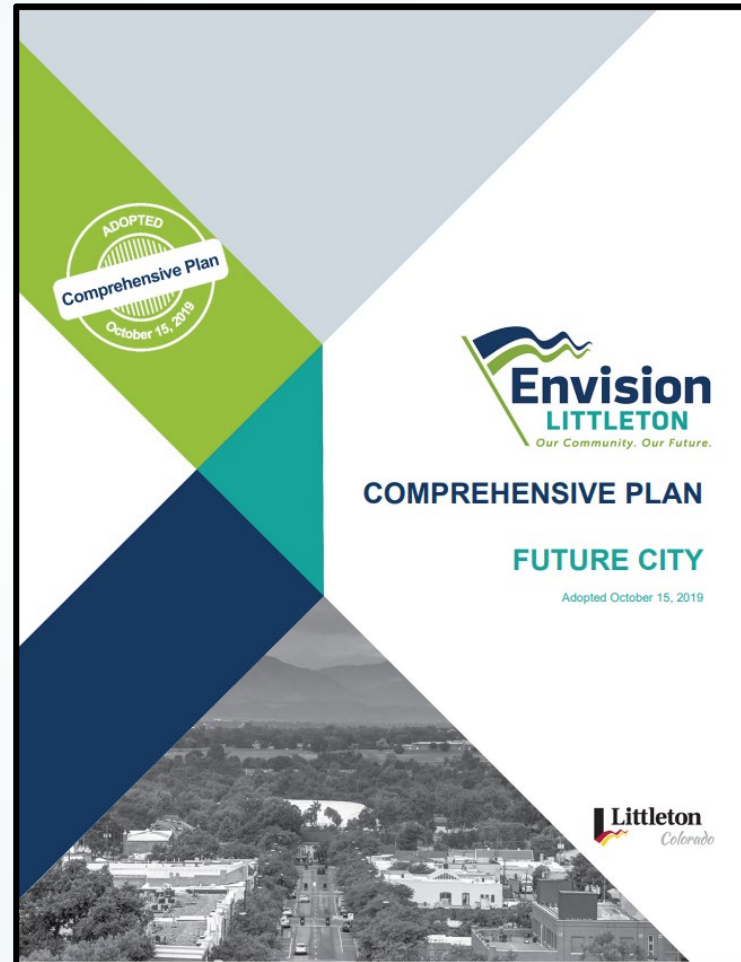
- Community Character
- Ensures Equity
- Promotes Sustainable Growth
- Provides Quality Outcomes
- Community Voice
- Public Safety



FOUNDATIONAL DOCUMENTS

Envision Littleton Comprehensive Plan:

- Adopted in 2019 by City Council
- Community Goals



Littleton's core values include a passion for and/or commitment to:

- Local History
- The Outdoors
- Being Inclusive
- Being a Model Community
- Civic Involvement
- Integrity
- Quality
- Safety

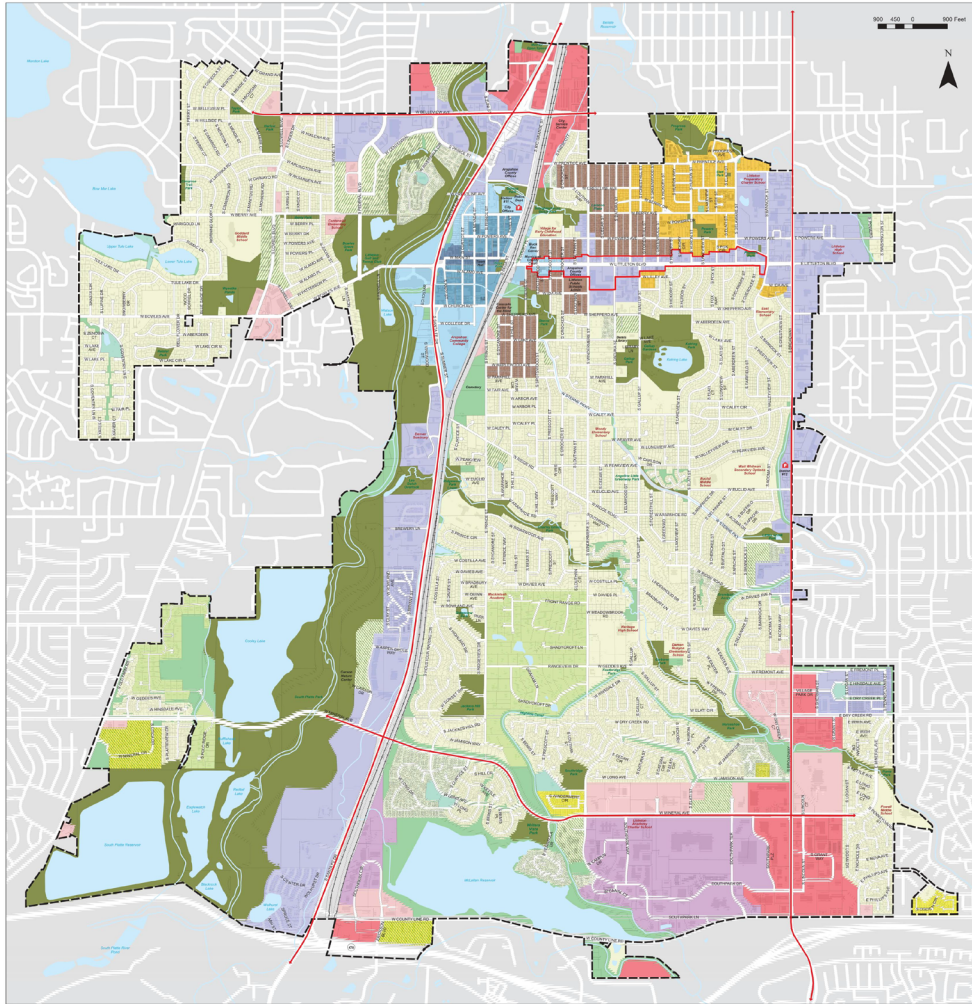
FOUNDATIONAL DOCUMENTS

Future Land Use Map versus Zoning Map

Aspect	Future Land Use Map	Zoning Map
Purpose	• Outlook for future use of land and character of particular areas of the community. • Macro level, showing generalized development patterns.	• Basis for applying different land use regulations and development standards in different areas of the community ("zones"). • Micro level, with an area- and site-specific focus.
Use	• Guidance for City's zoning map and related decisions (zone change requests, variance applications, etc.) • Baseline for monitoring consistency of actions and decisions with the Comprehensive Plan.	• Regulating development as it is proposed, or as sites are positioned for the future with appropriate zoning (by the property owner or the City).
INPUTS AND CONSIDERATIONS	• Existing land use in the city. • The locational aspects of community planning priorities involving housing, economic development, infrastructure, parks and recreation, public facilities, etc.	• Comprehensive Plan and future land use map for general guidance. • Zoning decisions that differ substantially from the general development pattern depicted on the future land use map will indicate the need for some map adjustments during the next plan update.



MAP 1: Future Land Use and Character in Littleton, CO
(Adopted October 15, 2019)



Legend

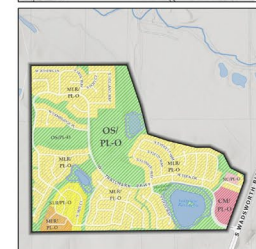
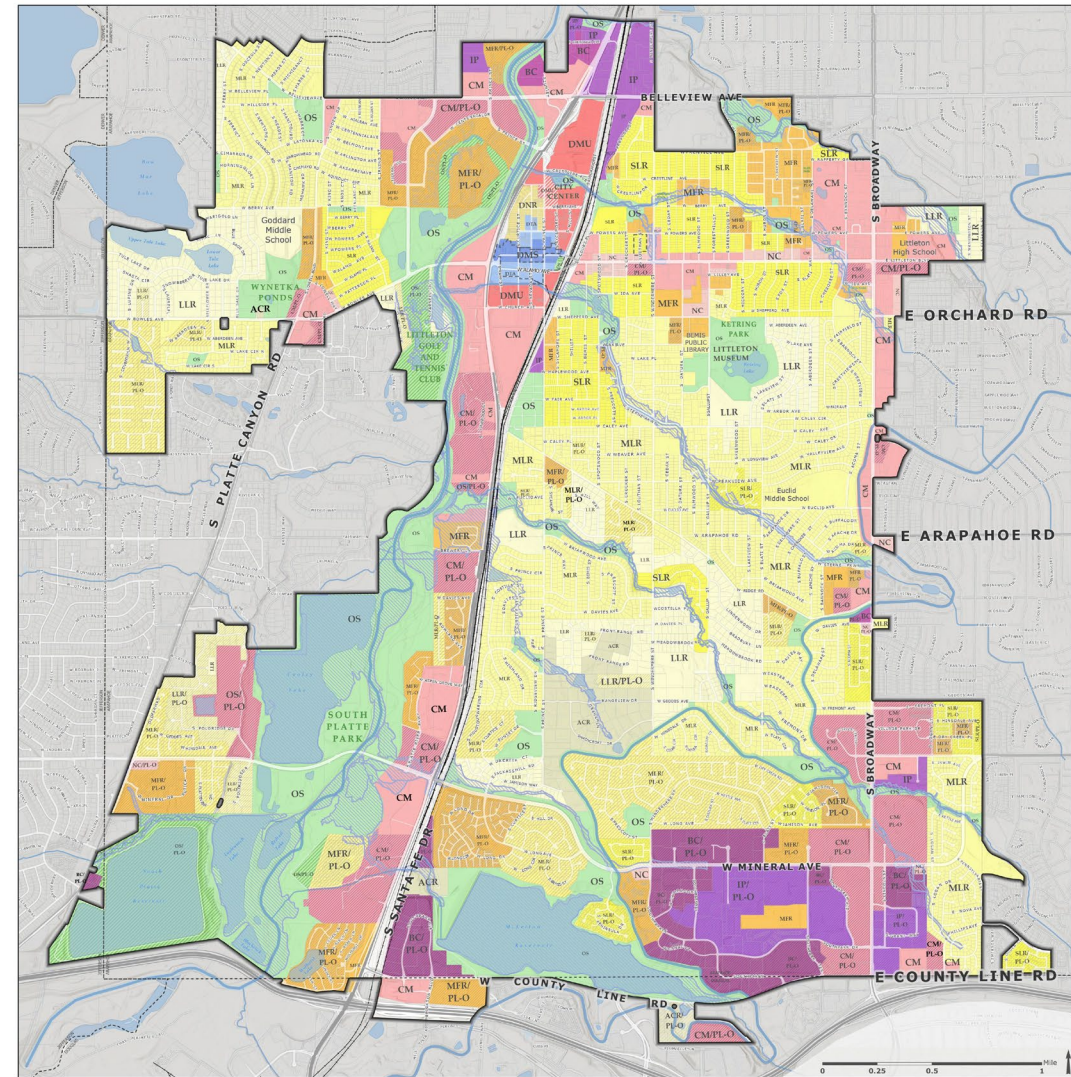
Future Land Use and Character

- Estate Residential
- Suburban Residential
- Suburban Residential Attached
- Suburban Residential Multi-Family
- Auto-Oriented Residential
- Auto-Oriented Residential Attached
- Auto-Oriented Residential Multi-Family
- Residential Mix
- Mixed Character Core Neighborhood
- Suburban Commercial

- Suburban Business Park
- Auto-Oriented Commercial
- Corridor Mixed Use
- Urban Downtown Transition
- Urban Downtown Mixed Use
- Urban Downtown Main Street
- Open Space
- Park
- Private Recreation
- Special Corridor Planning Areas

City Limits

- Parcel Boundary
- South Metro Fire Rescue Station



**City of Littleton
Zoning Map**

- City Limits
- County Boundary
- Railroad
- River
- Lake
- Park and Open Space

- DHS
- DMU
- DMU 3
- DNR
- DTA
- IP
- IP/PL-O
- LLR
- LLR/PL-O
- MFR
- MFR/PL-O
- MLR
- MLR/PL-O
- NC
- NC/PL-O
- OS
- OS/PL-O
- SLR
- SLR/PL-O
- FP-O
- Historic District Outline

FOUNDATIONAL DOCUMENTS

Unified Land Use Code (ULUC): Adopted in 2021 by City Council

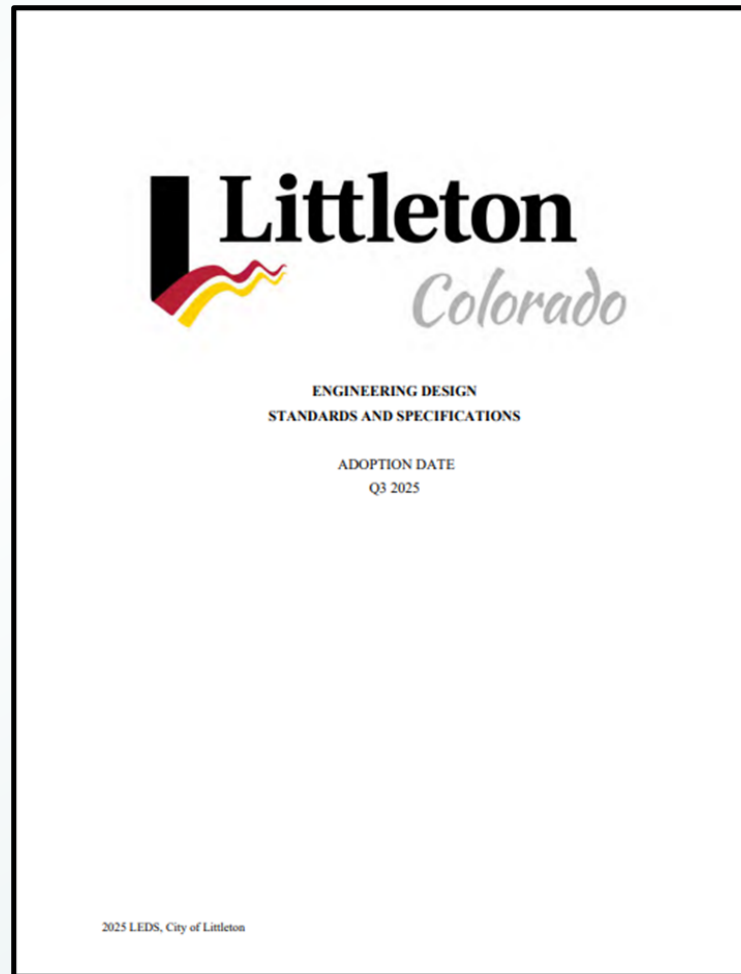
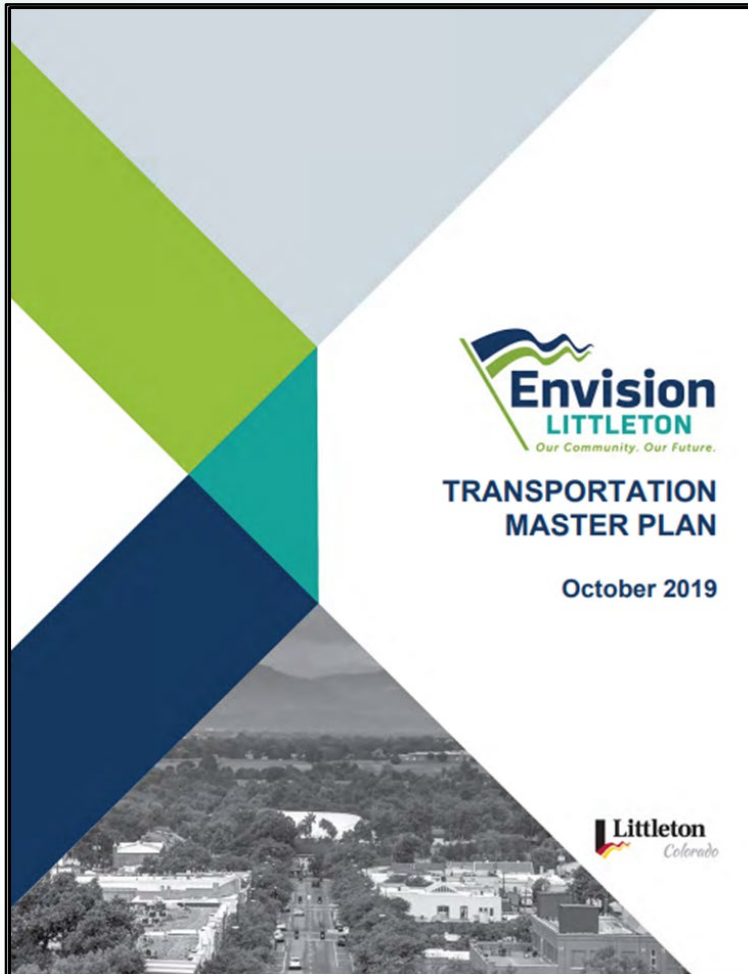
Title 10 Unified Land Use Code (ULUC)

- ▣ CHAPTER 1 STANDARDS FOR ALL DISTRICTS
- ▣ CHAPTER 2 DOWNTOWN (DT)
- ▣ CHAPTER 3 CORRIDORS AND MIXED-USE (CMU)
- ▣ CHAPTER 4 NEIGHBORHOOD (NB)
- ▣ CHAPTER 5 BUSINESS AND INDUSTRY (BI)
- ▣ CHAPTER 6 SUBDIVISION STANDARDS
- ▣ CHAPTER 7 ENVIRONMENTAL MANAGEMENT
- ▣ CHAPTER 8 HISTORIC PRESERVATION
- ▣ CHAPTER 9 ADMINISTRATION
- ▣ CHAPTER 10 NONCONFORMITIES
- ▣ CHAPTER 11 ENFORCEMENT, VIOLATIONS, AND REMEDIES
- ▣ CHAPTER 12 WORD USAGE
- ▣ APPENDICES
- ▣ [Repealed] Title 10 ZONING REGULATIONS
- ▣ [Repealed] Title 11 SUBDIVISION REGULATIONS

Table 10-1-1.3.1 Land Use Matrix																
Category	Specific Use	Downtown (DT)				Corridor Mixed-Use (CM)		Neighborhood (NB)					Business and Industry (BI)		Open Space (OS)	Standards
		DNR	DTA	DMS	DMU	NC	CM	ACR	LLR	MLR	SLR	MFR	BC	IP	OS	
Agriculture and Animal-Oriented Uses																
Agriculture-Oriented Uses	Community Garden	A	--	--	A	A	A	P	P	P	P	A	--	--	A	10-1-1.6.A
	Plant Nursery, Greenhouse, and Landscaping Business	--	--	--	--	C	C	C	--	--	--	--	P	P	--	--
	Agriculture-Oriented Uses (other than listed)	--	--	--	--	--	C	A	A	--	--	--	--	--	P	--
Animal-Oriented Uses	Kennel, Indoor	--	--	--	--	--	CS	--	--	--	--	--	CS	PS		10-1-1.4.B
	Veterinary Clinic or Hospital (with animal boarding) or Rescue Shelter	--	--	--	--	--	CS	--	--	--	--	--	P	P	--	10-1-1.4.B
	Veterinary Clinic or Hospital (without animal boarding)	--	CS	PS	PS	--	PS	--	--	--	--	--	P	P	--	10-1-1.4.B 10-2-3.2 10-4-2.2
	Pet Store for Sale of Dogs and Cats Only	--	--	--	--	--	--	--	--	--	--	--	--	--	--	10-1-1.4.B
	Animal-Oriented Uses (Other than listed)	--	--	--	--	--	--	A	A	--	--	--	--	--	--	--



FOUNDATIONAL DOCUMENTS



Envision Littleton Transportation Master Plan (TMP): Adopted in 2019

Littleton Storm Water Criteria Manual: Administratively updated in 2022

Littleton Engineering Design Standards (LEDS): Adopted in 2025

FINAL APPROVAL AUTHORITY

Administrative*

Abbreviated Site Plan
Site Plan
Major Plan Amendment*
Minor Plan Amendment
Master Sign Plan
Administrative Plat
Final Plat
Technical Correction Plat

**Staff-level approval for projects that meet all zoning and design requirements without variances or special considerations.*

Planning Commission

Conditional Use
Master Development Plan
Preliminary Plat
Vacation Plat

Historical Preservation

Certificate of Appropriateness
Certificate of Demolition
Certificate of Economic Hardship

Appeals and Adjustments Commission

Variance

City Council

Rezoning**
Amendment to FLUC**
Code Text Amendment**
Vacation of Streets and Easements
Annexations**
Designation of Historic Landmarks and Districts***

***Recommended for approval by Planning Commission*

****Recommended for approval by Historical Preservation Commission*



DEVELOPMENT REVIEW PROCESS

**PRE-APPLICATION MEETING / NEIGHBORHOOD
MEETINGS**

1

**APPLICATION SUBMITTAL / QUASI-JUDICIAL
NOTICE**

2

REVIEWS AND REVISIONS

3



APPROVAL PROCESS

4

PERMITTING AND CONSTRUCTION

5

PRE-APPLICATION MEETING

Purpose: Pre-application meetings are held to set up applicants for success prior to a formal application and project submittal.

1. Collaboration: Focus on Relationships
2. Comprehensive: Attended by Internal and External Stakeholders
3. Clarity: Outline requirements, process overview, notes, etc.
4. Contact: Project Manager established for further clarification or information



NEIGHBORHOOD MEETINGS

Two Neighborhood Meetings are required for many of the development project types.

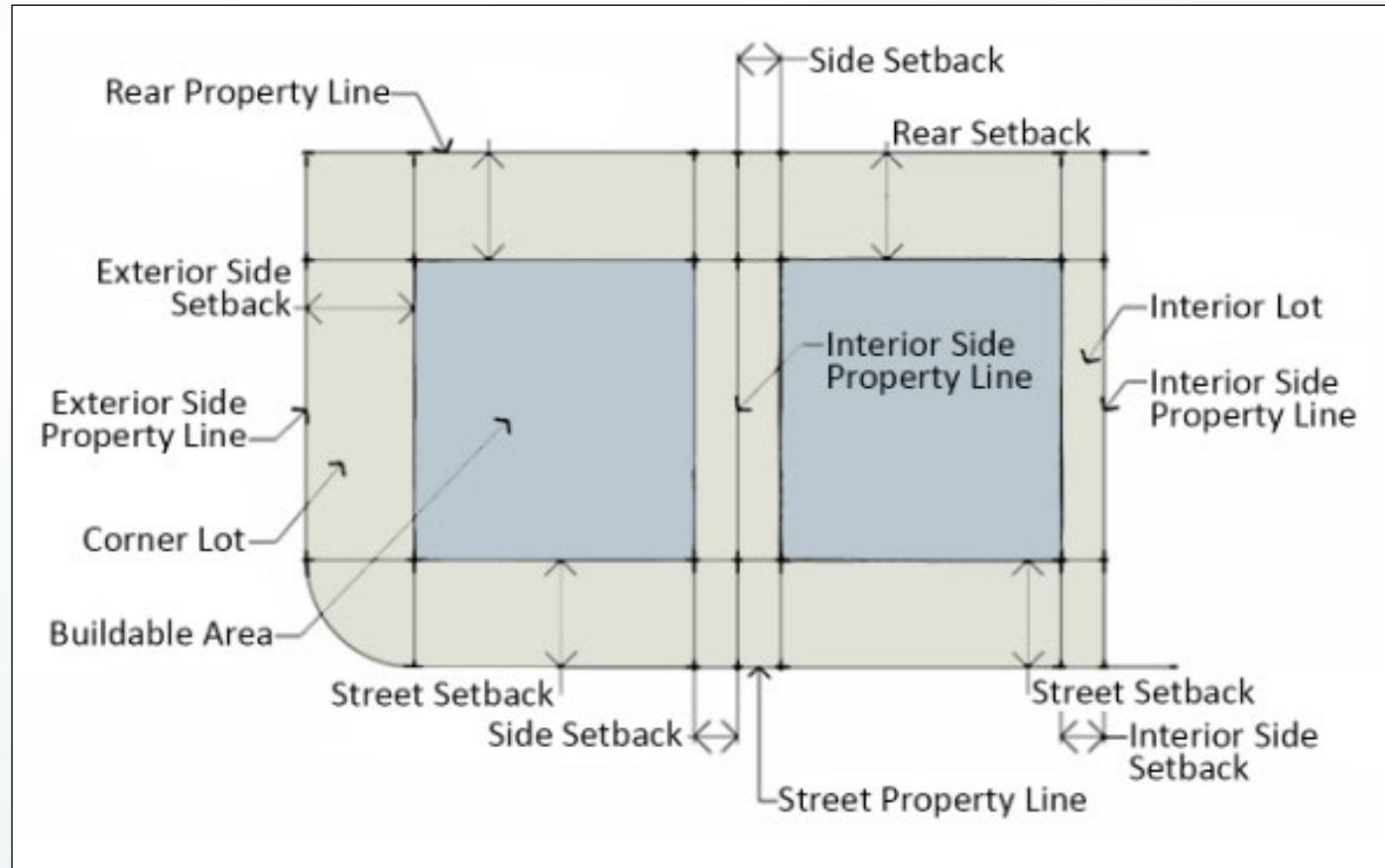
Purpose: To provide information and collect feedback

- Meeting organized and run by the applicant
- 1st meeting required between the Pre-Application Meeting and the First Submittal
- 2nd meeting required between First and Second Submittals
- IHO incentive – removal of one meeting
- Notice sent via postcard and placed on the Development Activity List (DAL)

APPLICATION SUBMITTAL

Key Application Documents

- Site Plan
- Photometric Plans
- Landscape Plans
- Plats
- Final Civil Engineering Plans
- Transportation Impact Study
- Drainage Report



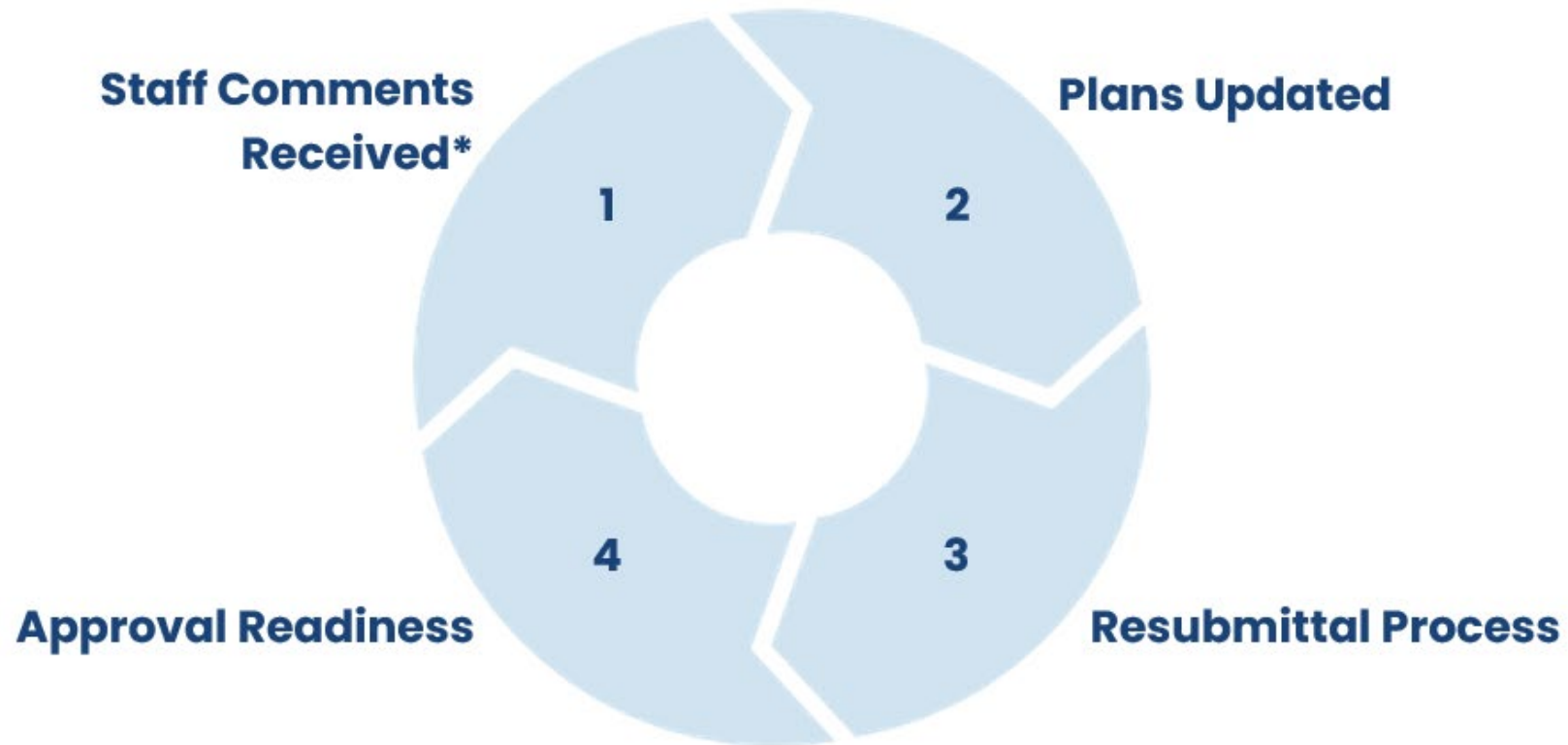
REVIEW AND REVISIONS

Development Review Process:

- Applicant submits* plans and other documentation for review
 - **Review cycle does not begin until an application is deemed complete and fees paid*
- Application is routed to both Internal and External Reviewers, as needed
- Individual Reviewers Provide Comments Following Document Review
- Project Manager Consolidates Comments
- Comments are sent to Applicant



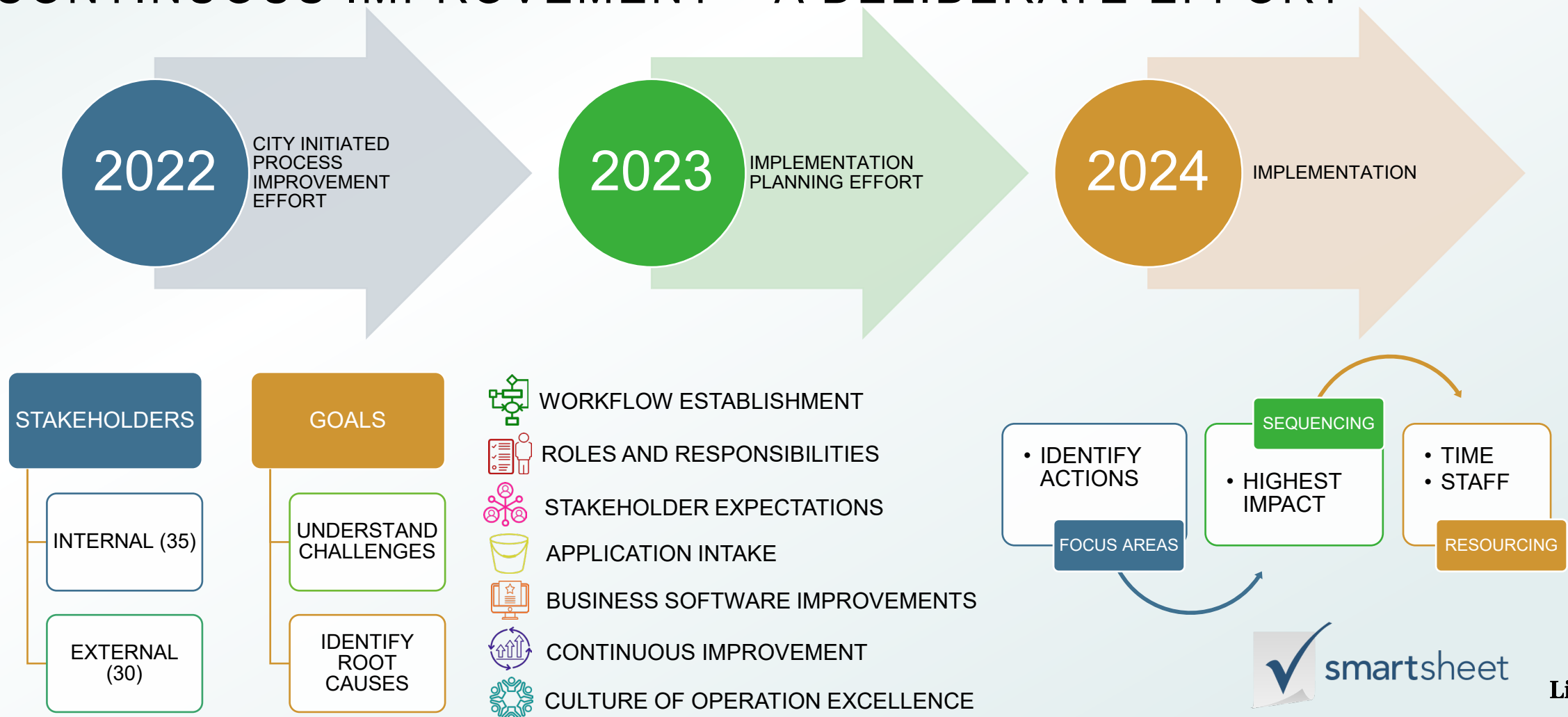
REVIEW AND REVISIONS



**Neighborhood Meeting can be required after receiving staff comments.*

CONTINUOUS IMPROVEMENT

CONTINUOUS IMPROVEMENT – A DELIBERATE EFFORT



CONTINUOUS IMPROVEMENT



COMPLETENESS
CHECK PROCESS



BUILDING PERMIT
CHANGES



DEVELOPMENT
ACTIVITY LIST
UPDATE



SOP DEVELOPMENT

- INTERPRETATIONS
- SURETY
- PRECONSTRUCTION
- PROJECT CLOSEOUT



Staff remains committed to advancing
improvements as capacity allows



QUESTIONS?





Staff Communication

File #: ID# 26-140, **Version:** 1

Agenda Date: 07/13/2026

Subject:

Unified Land Use Code (ULUC) Updates and Planning Commission Operation Discussion

Prepared by:	Jerad Chipman, Planning Manager
Presentations:	Jerad Chipman, Planning Manager

PURPOSE:

The purpose of this item is to discuss the planning commission's Unified Land Use Code (ULUC) update priorities, and operational preferences.

LONG-TERM OUTCOME(S) SERVED:

High-Quality Governance

DISCUSSION:

Staff will provide a brief presentation designed to promote conversation pertaining to the planning commission's desired ULUC update topics.

BACKGROUND:

In February of 2026, the planning commission discussed the 2026 work plan. This agenda item is to continue that discussion and gain feedback into the planning commission's operational preferences.

FISCAL IMPACTS:

N/A

STAFF RECOMMENDATION:

N/A

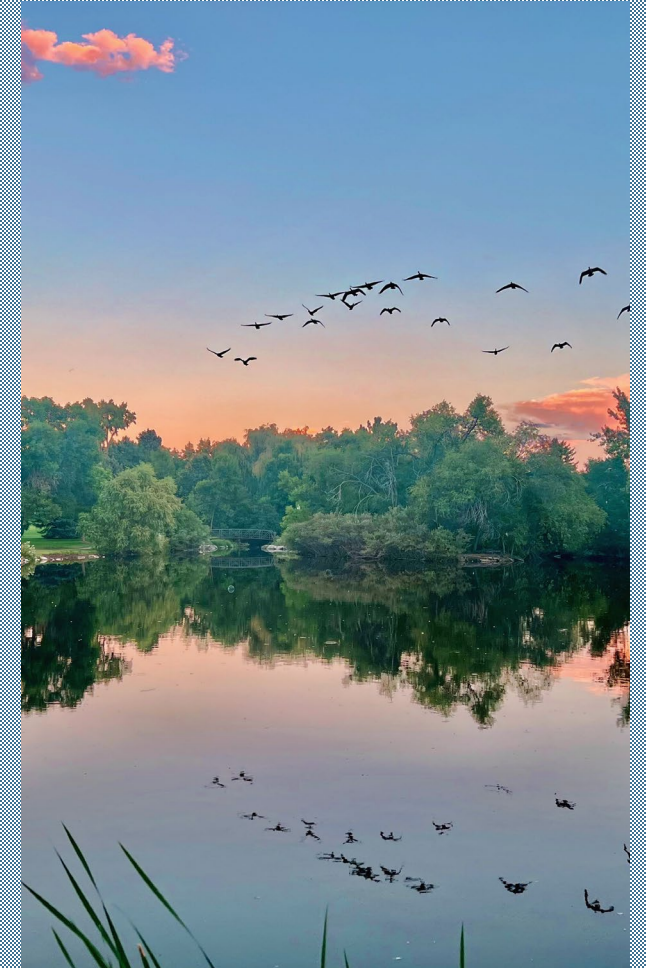
ALTERNATIVES:

N/A

ULUC UPDATES AND PLANNING COMMISSION OPERATION DISCUSSION

Jerad Chipman, Planning Manager

JULY 13, 2026



AGENDA

- 2026 Year-To-Date Overview
- 3 Year Outlook
- ULUC Update Topics
- Operations Discussion

2026 YEAR-TO-DATE OVERVIEW: VISION, MISSION, VALUES

***Mission:** Community Development is dedicated to building a sound, resilient, and neighborly community by providing excellent customer service, effective outreach, and responsible & efficient use of resources.*

■ FORWARD



- F: Focused
- O: Objective
- R: Results-Oriented
- W: Well-informed
- A: Adaptable
- R: Respectful
- D: Dependable

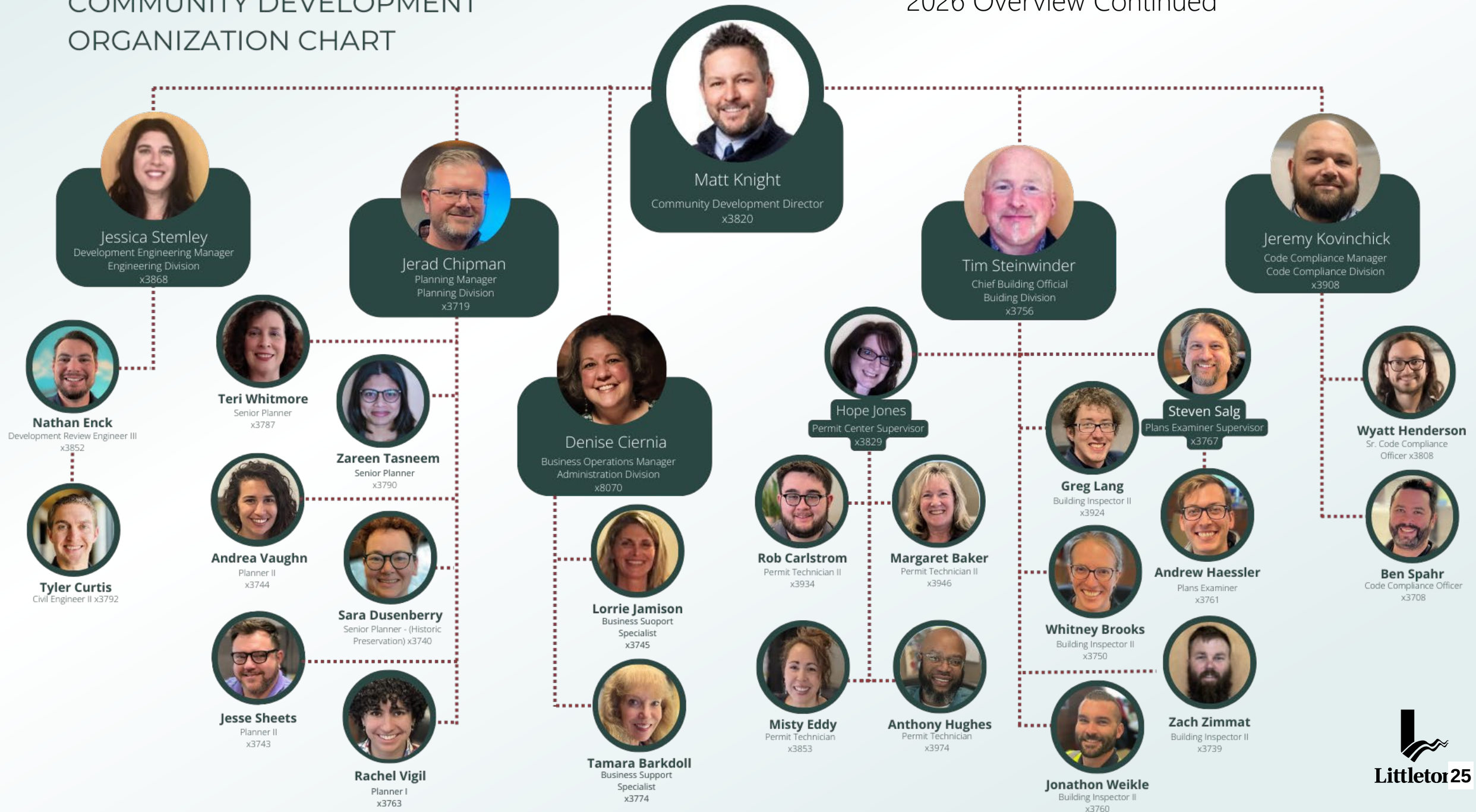
■ FORWARD Vision Statement:

With a focused team, the Community Development Department will be **objective, results-oriented,** and **well-informed** in all decisions, and **adaptable, respectful,** and **dependable** in all efforts.



COMMUNITY DEVELOPMENT ORGANIZATION CHART

2026 Overview Continued



2026 Year-to-Date Overview Continued

- **KEY PROJECTS AND STRATEGIC PRIORITIES**

- Initiative #13: Develop Littleton Blvd. Economic/Redevelopment Plan
- Initiative #27: Complete and implement a citywide historic preservation plan to increase the level of service to historic preservation
 - Complete Historic Survey Plan in preparation for additional historic surveying and a future Historic Preservation Plan (HPP – Focused Survey) - Complete

- **NOTABLE ACCOMPLISHMENTS**

- Kick-off for the Littleton Boulevard Sub-Area Plan
- ULUC Updates
 - EV and Gas Station ULUC Update

- **UPCOMING AGENDA ITEMS**

- Additional ULUC Updates and Quasi-Judicial Items

3 YEAR OUTLOOK

2026						
Q1	EV Updates & Fuel Station		Littleton Blvd Subarea Plan	Landscaping		
Q2						
Q3		Nonconformities and Targeted ULUC Update				
Q4						
2027						
Q1		Legislative Updates		Lighting standards	Legend: Thematic Programming Technical Updates Community Updates Stakeholder Updates	
Q2	ULUC Broad updates - LEDS, Building Code, Temp. Uses					
Q3						
Q4						
2028						
Q1	Vehicular Mobility		Downtown Development Standards	Historic Preservation Plan		
Q2						
Q3						
Q4						

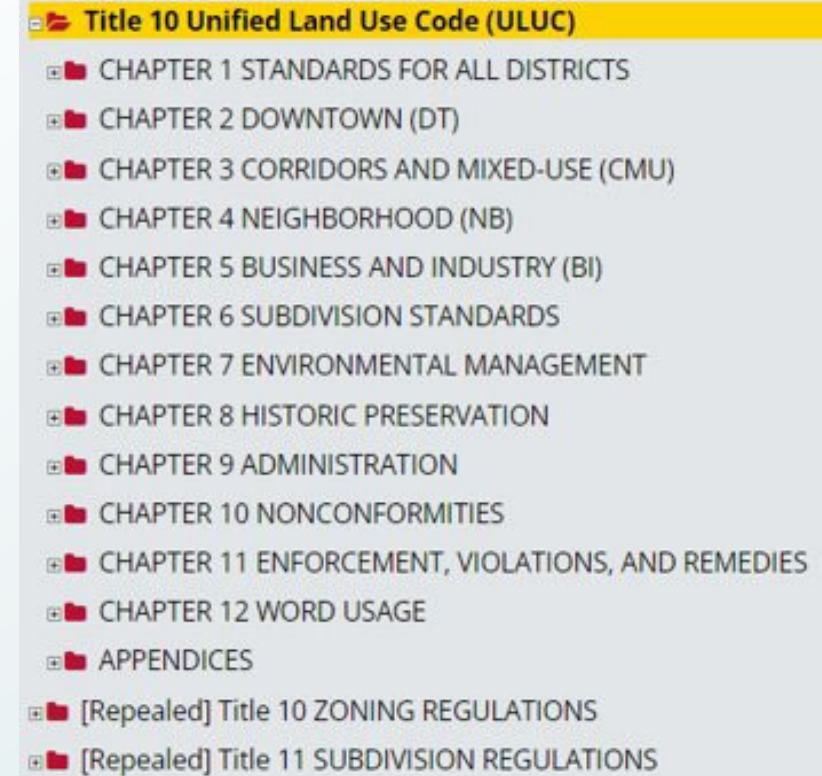
TARGETED ULUC TOPICS

Staff ULUC Update Priorities

- Downtown Standards
- Height
- Non-Conformities
- ADUs – 3A Compliance
- Tree Update – in conjunction with Public Works
- Equal Space – in conjunction with Public Works
- HPC Text Amendments
- Legislative Updates

Previous Items PC Was Interested in Updating

- Lighting
- Temporary uses
- Coordination with the building code
- Landscaping
- Transition standards
- Sustainability Standards



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OPERATIONS DISCUSSION

Discussion Regarding the Operations of the Planning Commission.



***FURTHER DISCUSSION OR
QUESTIONS?***

