



Planning Commission Minutes – September 23, 2021

1. Call to Order – The Planning Commission convened a regular meeting on September 23, 2021. Chairwoman Dowker called the meeting to order at **6:00 p.m.**

2. Roll Call – Members present:

Jan Dowker	(Chairwoman)
Jeff Butler	(Vice Chair)
Sean Murphy	(Secretary)
Karl Ayers	(Commissioner)
Patrick Dillon	(Commissioner)

Members absent:

Chris Kurtz	(Commissioner)
Abigail Smith	(Commissioner)

Staff present:

Curt Freese	(Director)
Adam Olinger	(Planner)
Jonathan Mitchell	(Permit Technician)

3. Consent Agenda – Minutes from the August 26, 2021 Planning Commission Meeting.

MOTION made by Commissioner Ayers.

SECONDED by Commissioner Butler.

With Commissioner Butler, Commissioner Murphy, Commissioner Ayers, and Commissioner Dillon in favor, THE MOTION CARRIED.

Chairwoman Dowker abstained, as she was absent from the meeting.

4. Public Hearing: Berthoud Design Guidelines

Director Freese introduced Erin Bagnall (Architect) and Stephen Sparn (Architect) with Sopher Sparn Architects LLC who introduced the Town of Berthoud Design Guidelines.

Public Comment was opened at 6:14 p.m.

Public Comment was closed at 6:15 p.m.

Commissioner Murphy spoke about a desire for more goals and additional reinforcement with sustainability.

Commissioner Butler spoke about a desire for more landscaping and gardening while still allowing staff flexibility in guidelines. Butler agreed with Murphy's desire for more sustainability.

Commissioner Ayers spoke about recommendations for more solar and landscaping, among other sustainability options.

MOTION made by Commissioner Butler.

SECONDED by Commissioner Murphy.

With all in favor, THE MOTION CARRIED.

5. Public Hearing: Berthoud Engineering Standards

Director Freese recommended the tabling of the Berthoud Engineering Standards.

MOTION made by Commissioner Murphy to table the Public Hearing for the Berthoud Engineering Standards until October 14, 2021.

SECONDED by Commissioner Ayers.

With all in favor, THE MOTION CARRIED.

6. Reports –

Director Freese shared that over 400 new houses have been permitted in 2021 so far.

Director Freese cancelled the tour for the Planning Commission members due to a lack of staff availability.

Director Freese announced that interviews for two Planning Commission vacancies are Monday, September 27, 2021.

Chairwoman Dowker announced that Habitat for Humanity will be having home blessings for four new homes on Sunday, September 26, 2021.

7. Adjourn –

The meeting was adjourned at 7:43 p.m.