



Garden Spot of Colorado

**Town of Berthoud Planning Commission
Town Hall
Board Room
807 Mountain Avenue, Berthoud, CO 80513
August 28, 2025 at 6:00 p.m.**

1. Meeting called to order – Chairperson Anderson at 6:00 p.m.
2. Pledge of Allegiance
3. Roll Call

The following Planning Commission members were present:

Karen Anderson, Chair
Abigail Smith, Vice Chair
David Pond, Commissioner
Stacy Sigman, Commissioner
Marc Hofmans, Commissioner

The following Planning Commission members were absent:

Nick Semedallas, Commissioner

The following staff members were present:

Anne Johnson, Community Development Director
Tawn Hillenbrand, Planning Manager
Bella Manzo, Planner
Luke Seeber, Town Engineer
Alicia Garcia, Attorney for Town of Berthoud (remote attendee)
Corporal Drissel, Larimer County Sheriff

4. Approval of Minutes from August 14, 2025 were moved for approval by Commissioner Sigman and a second to the motion was made by Commissioner Pond.
5. Public Hearing: Revere Rezone And Neighborhood Master Plan.
Public Hearing to consider approval of the Revere Neighborhood Master Plan and an amendment to the Zoning Map of the Town of Berthoud.
 - a. Chair Anderson spoke on expectations for meeting procedures at 6:02 p.m.
 - b. Planning Manager Tawn Hillenbrand provided a staff presentation at 6:05 p.m. Town Engineer Luke Seeber provided an overview of development review processes for the Engineering Department at 6:23 p.m.
 - c. The applicant was represented by Kristin Turner. They provided a presentation at 6:26 p.m. The applicant's traffic engineer, Ruth Rollins, provided a presentation at 6:40 p.m. An attorney for the applicant, Angela Hygh, provided a presentation at 6:57 p.m.
 - d. The applicant, represented by Kristin Turner, responded to questions at 7:10 p.m. The applicant's traffic engineer, Ruth Rollins, responded to questions at 7:22 p.m. The

applicant's project engineer, Stephanie Thomas, responded to questions at 7:24 p.m. The applicant, represented by Kristin Turner, responded to questions at 7:27 p.m.

- e. Public testimony was opened at 7:39 p.m. and closed at 7:58 p.m. The following members of the public provided testimony: Stephen Kiepe, Bruce Bird, Jim Schweifer, Kelly Seaton, Scott Charpentier.
 - f. Planning Commissioners deliberated and discussed the proposed Neighborhood Master Plan. Discussion opened at 8:09 p.m. and closed at 8:42 p.m.
 - g. Commissioner Sigman moved to send a recommendation of approval to the Town Trustees of the Neighborhood Master Plan as proposed. A second to this motion was made by Commissioner Smith.
 - h. Planning Commissioners deliberated and discussed the proposed Rezone. Discussion opened at 8:43 p.m. and closed at 8:45 p.m.
 - i. Commissioner Smith moved to send a recommendation of approval to the Town Trustees of the Rezoning as proposed. A second to this motion was made by Commissioner Pond.
 - j. The public hearing closed at 8:46 p.m.
6. Planning Commission Elections were held. The results of the elections were:
- a. Karen Anderson as Chairperson
 - b. Abigail Smith as Vice Chair
 - c. Nick Semedallas as Secretary

7. Report by Staff:

- a. An update was given on land use matters decided during the August 26, 2025 Town Board of Trustees Meeting.
- b. The Planning Commission Meeting on September 11, 2025 is scheduled to contain a land use hearing.
- c. Candidates for Planning Commission will be interviewed on September 8, 2025 and appointed September 9, 2025.
- d. The Planning Commission Meeting on September 25, 2025 is scheduled to contain an orientation for the new Commissioner and a discussion with Town Attorney Erin Smith.
- e. A virtual field trip exploring tree lawn/tree strip landscaping information is tentatively scheduled for October.
- f. The Town of Berthoud Oktoberfest event will be held on October 4, 2025.

8. Adjourn

The meeting was adjourned by Motion of Commissioner Smith and seconded by Commissioner Hofmans at 9:09 p.m.



Chairperson



Secretary