



## **Planning Commission Regular Meeting**

**Town Board Room  
807 Mountain Avenue  
Berthoud, Colorado 80513  
Thursday, April 9, 2026, at 6:00 PM**

This is an **In-Person** meeting at the location and time noted above.

This meeting will be streamed live on YouTube. The live stream is accessible by visiting [www.berthoud.org/stream](http://www.berthoud.org/stream).

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Approval of Meeting Minutes**
  - A. March 26, 2026 Meeting Minutes**
- 5. Election of Officers**
- 6. Report by Staff**
- 7. Adjourn**
- 8. Work Session**
  - B. Water Discussion with Ken Matthews, Director of Water Utilities; Alex Tennant, (Min) Water Resources Administrator and Tyler Carpenter, Water Operations Manager**

Individuals needing special accommodation may request assistance by contacting the Town Clerk at 807 Mountain Avenue, Berthoud, Colorado 80513, 970-532-2643 at least 24 hours in advance.



**Garden  
Spot of  
Colorado**

**Town of Berthoud Planning Commission  
Town Hall  
Board Room  
807 Mountain Avenue, Berthoud, CO 80513  
March 26, 2026 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  
Marc Hofmans, Commissioner  
Bryce Filho, Commissioner  
David Pond, Commissioner  
Stacy Sigman, Commissioner

The following Planning Commission members were absent:

Nick Semedalas, Secretary

The following staff members were present:

Anne Johnson, Community Development Director  
Tawn Hillenbrand, Planning Manager  
Bella Manzo, Planner  
Luke Seeber, Engineer  
Nicholas Hartman, Town Attorney

4. Approval of Minutes from March 12, 2026, were moved for approval by Commissioner Sigman and a second to the motion was made by Commissioner Hofmans.
5. Nomination and Election of Planning Commission Vice Chair.
  - a. Commissioners determined that, in absence of a full Commission, officer elections should be postponed until the next meeting of the Planning Commission with complete attendance.
6. Public Hearing: Lewis Valley Annexation, Zoning, Neighborhood Master Plan, and Minor Subdivision  
A Public Hearing to consider the applicant's request for approval of Annexation to the Town of Berthoud, Zoning District designation, a Neighborhood Master Plan and a Minor Subdivision for property known as Lewis Valley. Commissioner Hofmans recused himself from the public hearing.
  - a. Community Development Director Anne Johnson provided a staff presentation at 6:08 p.m.
  - b. The applicant was represented by Alex Hoime. They provided a presentation at 6:34 p.m.

- c. Public testimony opened at 7:25 p.m. and closed at 8:03 p.m. The following members of the public provided testimony: Dave Lilja, Mike Kassmeier, Ivan Diller, Sandy Johnson, Christine Torres, Jason Hepp, Joe Schiraldi, Charles June, Brandon Jones.
- d. Planning Commissioners deliberated and discussed the proposed Neighborhood Master Plan. Discussion opened at 8:04 p.m. and closed at 8:22 p.m.
- e. Commissioner Sigman moved to send a recommendation of approval with conditions to the Town Board of Trustees of the Neighborhood Master Plan as proposed. A second to this motion was made by Commissioner Pond.
  - i. Planning Commission's recommendation of approval is given to the Neighborhood Master Plan as proposed with 109 lots, with the condition that should the applicant wish to include the alternate configuration discussed, consisting of approximately 150 units, the applicant will be required to present the layout of this alternative plan to the Town Board of Trustees.
- f. Planning Commissioners deliberated and discussed the proposed Annexation. Discussion opened at 8:23 p.m. and closed at 8:30 p.m.
- g. Commissioner Pond moved to send a recommendation of approval to the Town Board of Trustees of the Annexation as proposed. A second to this motion was made by Commissioner Filho.
- h. Planning Commissioners deliberated and discussed the proposed Zoning. Discussion opened at 8:30 p.m. and closed at 8:35 p.m.
- i. Commissioner Filho moved to send a recommendation of approval to the Town Board of Trustees of the Zoning as proposed. A second to this motion was made by Commissioner Pond.
- j. Planning Commissioners deliberated and discussed the proposed Minor Subdivision. Discussion opened at 8:37 p.m. and closed at 8:41 p.m.
- k. Commissioner Pond moved to approve the Minor Subdivision as proposed and memorialized in Planning Commission Resolution Number 01-PC (2026). A second to this motion was made by Commissioner Filho.

#### 7. Report by Staff:

- a. The Planning Commission meeting on April 9 will include a work session with the Water Operations Team regarding the Town's water service. Refreshments (sandwiches or pizza) will be provided. Officer elections will also be held at this meeting.
- b. Planner Bella Manzo provided an update on the Historic Preservation Plan. The Plan is nearing completion by consultants Chronicle Heritage, with the final draft scheduled to be reviewed by the Historic Preservation Advisory Committee on April 13, and the final version to be presented to the Town Board of Trustees on May 12.
- c. Planning Manager Tawn Hillenbrand provided an update on the Public Art Master Plan. Consultants NineDOTArts have conducted visioning sessions with Town Staff and stakeholders in public art in town, with the intention of implementing a community-wide digital survey in the coming weeks.
- d. Engineer Luke Seeber provided an update on the town-wide intersection model currently in progress with consultant Fehr & Peers, which will assist in evaluating both own projects and individual developments. The final model is planned to be available in April.
- e. At the June 11 meeting of the Planning Commission, there will be a training for Planning Commissioners led by CIRSA Executive Director Tami Tanoue. Town Attorney(s) will also be in attendance for questions and discussion.

8. Adjourn

The meeting was adjourned by Motion of Commissioner Sigman seconded by Commissioner Pond at 8:55 p.m.

---

Chairperson

---

Secretary