



Planning Commission Minutes – November 10, 2022

- 1. Call to Order** – The Planning Commission convened a regular meeting on November 10, 2022.
Chairwoman Dowker called the meeting to order at 6:00 p.m.

- 2. Roll Call** – Members present:
- | | |
|------------------|----------------|
| Jan Dowker | (Chairwoman) |
| Chris Kurtz | (Secretary) |
| Jon Van Benthem | (Commissioner) |
| Melissa Feldbush | (Commissioner) |
| Abigail Smith | (Commissioner) |
| Brett Wing | (Commissioner) |

Staff present:

Curt Freese	(Director)
Adam Olinger	(Planner)
Shana Tooley	(Senior Permit Technician)

- 3. Consent Agenda** – Minutes from the October 13, 2022 Planning Commission Meeting.

MOTION made by Commissioner Wing to APPROVE the Minutes for October 13, 2022.

SECONDED by Commissioner Kurtz.

With all in favor, THE MOTION CARRIED.

- 4. Public Hearing: 948 5th Street Variance Request (Edward Harris and Arlie Anderson, applicant)**

Planner Olinger introduced requesting approval for a 4 ft. rear setback variance and a 3 ft. south side setback variance to allow an addition to the existing non-conforming garage at 948 5th St. The R-1 zoning district has a side setback of 5 ft. to both the rear and side property lines and the structure is currently 1 ft. from the rear property line and 36 in. (2.67 ft.) from the south side property line. According to Section 30-3-107, non-conforming buildings can continue their use until the use is discontinued or until they are altered. Because an addition is being proposed, this would end the building's legal non-conforming status and would require a variance to receive permit approval. The proposed addition would be located fully within the lot's typical setbacks. If approved, the new setbacks for a garage on the rear property line would be 1 ft. and the south side property line would be 2 ft, which would allow for the addition to occur.

Public Comment was opened at 6:07 p.m.

Public Comment was closed at 6:07 p.m.

MOTION made by Commissioner Kurtz to APPROVE the 4-foot rear setback and 3-foot side setback Variance for the detached garage at 948 5th Street, finding that:

- 01. The Variance Request satisfies all of the applicable requirements specified in Section 30-3-108 of the Berthoud Municipal Code.**

SECONDED by Commissioner Smith.

With all in favor, THE MOTION CARRIED.

5. Reports –

November 24 – No Planning Commission Meeting.

December 6 – Public open house and joint Planning Commission/Board of Trustees update for the 1st Street Corridor Plan and Landscape Guidelines

December 11- Habitat for Humanity House Blessing at 1776 4th St.

December 22 – No Planning Commission meeting.

6. Adjourn –

The meeting was adjourned at 6:22 p.m.