



Planning Commission Minutes – March 09, 2023

1. **Call to Order** – The Planning Commission convened a regular meeting on March 09, 2023.
Chairwoman Dowker called the meeting to order at 6:00 p.m.

2. **Roll Call** – Members present:
- | | |
|------------------|-------------------|
| Jan Dowker | (Chairwoman) |
| Karen Anderson | (Vice Chairwoman) |
| Chris Kurtz | (Secretary) |
| Melissa Feldbush | (Commissioner) |
| Abigail Smith | (Commissioner) |
| Brett Wing | (Commissioner) |
- Staff present:
- | | |
|-------------------|--|
| Anne Johnson | (Community Development Director) |
| Will Charles | (Baseline Engineering – Principal Planner) |
| Michelle Tovar | (Deputy Town Clerk) |
| Jonathan Mitchell | (Permit Technician) |

3. **Consent Agenda** – Minutes from the February 23, 2023 Planning Commission Meeting.

MOTION made by Commissioner Anderson to APPROVE the Minutes for February 23, 2022.

SECONDED by Commissioner Wing.

Abstained by Commissioner Feldbush due to not attending the meeting.

With those all in favor, THE MOTION CARRIED.

4. **Public Hearing: Farmstead Acres Minor Subdivision (Terra Forma Solutions, Todd Johnson agent)**

Director Johnson introduced the Applicant's request for a minor subdivision to separate the existing parcel into four (4) lots.

Presented by Will Charles of Baseline Engineering.

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

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

MOTION made by Commissioner Kurtz to VACATE the Minor Subdivision Approval on February 23, 2023 relating to this case because a Public Hearing was not held prior to the MOTION and VOTE.

SECONDED by Commissioner Anderson.

With all in favor, THE MOTION CARRIED.

MOTION made by Commissioner Kurtz to APPROVE the Minor Subdivision with the following condition:

01. The Applicant shall provide an updated title commitment dated no more than thirty (30) days from the date of conditional approval.

SECONDED by Commissioner Anderson.

With all in favor, THE MOTION CARRIED

5. Public Hearing: Heron Lakes 17th Filing (Three Lakes Development Inc., Jim Birdsall - agent)

Director Johnson introduced the request for a preliminary plat for the creation of 132 lots intended for single family residential. Additionally, as part of the preliminary plat, the applicant is requesting a waiver to curb and gutter requirements along County Road 14.

Presented by Will Charles of Baseline Engineering.

Public Comment was opened at 6:32 p.m.

John Baker shared his concerns about the added traffic to County Road 14. He would like to see improvements on Country Road 14 such as shoulders and sidewalks.

Public Comment was closed at 6:35 p.m.

MOTION made by Commissioner Anderson to DENY the waiver of the requirement that the applicant not construct a curb and gutter along County Road 14 for the reasons stated in the attached memo from the Town's Development Review Engineer dated February 28, 2023.

MOTION made by Commissioner Anderson to AMEND her MOTION to DENY the waiver of the requirement that the applicant construct a curb and gutter along County Road 14 for the reasons stated in the attached memo from the Town's Development Review Engineer dated February 28, 2023.

SECONDED by Commissioner Kurtz.

With all in favor, THE MOTION CARRIED.

MOTION made by Commissioner Wing to RECOMMEND APPROVAL of the Preliminary Plat to the Board of Trustees, subject to the following conditions:

- 01. The Applicant shall revise their plan to include a curb and gutter along County Road 14 which shall be constructed in the future by the Applicant for their proportionate share of the improvements when the Town makes such improvements on adjacent properties.**
- 02. The Applicant shall apply for or receive approval of Rezoning prior to approval of Final Plat.**

SECONDED by Commissioner Anderson.

With all in favor, THE MOTION CARRIED.

6. Public Hearing: Ludlow Farms NMP and Rezoning (Ludlow Farms, LLC – Don Hinson, Manager)

Director Johnson introduced the request of rezoning to Suburban Residential (SR) and Urban Residential (UR) from the Ludlow Farms Planned Unit Development (PUD) and a Neighborhood Master Plan.

Presented by Will Charles of Baseline Engineering.

Public Comment (Rezoning) was opened at 8:04 p.m.

Public Comment (Rezoning) was closed at 8:05 p.m.

MOTION made by Commissioner Anderson to RECOMMEND APPROVAL of the Rezoning to the Town Board with the following condition:

- 01. The rezoning will be approved only upon approval of the Neighborhood Master Plan.**

SECONDED by Commissioner Wing.

With all in favor, THE MOTION CARRIED.

Public Comment (Neighborhood Master Plan) was opened at 8:15 p.m.

George Garmany was concerned about the traffic along Berthoud Parkway. He would like to see one additional access point onto Highway 287.

Kaitlin Shepherd was concerned about gentrification and high home prices.

Carl Tabor agreed with previous statements regarding traffic.

Aron Erickson agreed with previous comments made. He expressed concern about schools and noise and light pollution created from construction.

Derrick Johnson agreed with previous statements. His biggest concern was about schools, and was concerned about traffic increases.

Dianne Michael was concerned about Berthoud losing its small-town feel, the increase in population, and the general character of the town.

Jay Mueller was concerned about the population growth and would like to see the growth to stop.

Christine Torres addressed the concerns about the schools and the importance of the funding from the growth.

Chris Shepherd was concerned about traffic access to Interstate 25.

Anita Conner expressed her concern about the added growth.

Public Comment (Neighborhood Master Plan) was closed at 8:35 p.m.

Chairwoman Dowker asked Applicant about the affordable housing in the development.

Applicant Hinson expressed the desire to work with Mission Homes and David Gregg and to provide for the community.

Commissioner Feldbush and Commissioner Smith both appreciate the use of affordable housing and expressed its importance.

MOTION made by Commissioner Wing to RECOMMEND APPROVAL of the Neighborhood Master Plan to the Board of Trustees.

SECONDED by Commissioner Anderson.

With all in favor, THE MOTION CARRIED.

7. Reports –

Commissioner Anderson, Commissioner Dowker, and Commissioner Smith wanted to thank the commissioners for all their work and support.

Director Johnson:

- She shall be preparing a Planning Commissioner electronic notebook with links for commissioners to helpful information, maps, and more.
- She has reached out to DOLA for commissioner training and information.
- She is currently developing an Active Projects list for the Town of Berthoud website.
- All future participation for Planning Commission meetings shall be in-person.

8. Adjourn –

The meeting was adjourned at 10:33 p.m.


CHAIRPERSON


SECRETARY