Garden Spot of Colorado

807 Mountain Avenue | PO Box 1229 | Berthoud, CO 80513 | O: 970.532.2643 | F: 970.532.0640 | Berthoud.org

Planning Commission Minutes – August 10, 2023

1. **Call to Order** – The Planning Commission convened a regular meeting on August 10, 2023. Commissioner Anderson called the meeting to order at 6:00 p.m.

2. **Pledge of Allegiance**

3. **Roll Call** – Members present:

	Karen Anderson	(Chairperson)
	Chris Kurtz	(Vice Chairperson)
	Jon Van Benthem	(Secretary)
	Melissa Feldbush	(Commissioner)
	Abigail Smith	(Commissioner)
	Brett Wing	(Commissioner)
Staff present:	Christian Samora	(Town Clerk)
	Tawn Hillenbrand	(Senior Planner)
	Will Charles	(Baseline – Principal Planner)
	Jonathan Mitchell	(Permit Technician)
	Teri Reger	(Planning Technician)
	Erin Smith	(Town Attorney)

4. **Approval of Minutes** – Minutes from the June 22, 2023 and July 27, 2023 Planning Commission Meetings.
   MOTION made by Commissioner Van Benthem to APPROVE the Minutes for June 22, 2023 and July 27, 2023.
   SECONDED by Commissioner Kurtz.
   With those all in favor, THE MOTION CARRIED.

5. **Public Hearing: Ludlow Sliver Annexation and Rezoning**

   Senior Planner Hillenbrand introduced the Applicant's request for rezoning to Suburban Residential (SR) from Larimer County Rural Residential (RR-2) in conjunction with an annexation request.

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

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

   MOTION made by Commissioner Kurtz to forward a MOTION OF APPROVAL of the request to zone the 0.436-acre property to SR—Suburban Residential to the Town Board of Trustees should they agree to the Annexation request. The motion of approval is due to the findings in the Staff Report including compliance with the Land Use Code, the Criteria for Approval found in Section 30-3-110(D), and the Comprehensive Plan.

   SECONDED by Commissioner Wing.
   With all in favor, THE MOTION CARRIED.

6. **Public Hearing: Vantage 7th Filing Final Plat**

Will Charles (Baseline) introduced the Applicant's request for a Final Plat for the creation of 60 residential lots intended for Single Family Attached (duplexes) residential. This would create 60 units total.

Public Comment was opened at 6:18 p.m.

Public Comment was closed at 6:18 p.m.

MOTION made by Commissioner Wing to APPROVE the Final Plat application for the 7th Filing of Vantage due to the findings in the Staff Report including compliance with the Land Use Code, the Criteria for Approval found in Section 30-3-108(C), the Vantage Neighborhood Master Plan, and the Comprehensive Plan.

SECONDED by Commissioner Van Benthem.

With all in favor, THE MOTION CARRIED.

7. **Public Hearing: Westside Crossing Commercial Preliminary Plat**

Will Charles (Charles) introduced the Applicant's request for approval of a Preliminary Plat for the creation of seven (7) commercial lots.

Public Comment was opened at 6:57 p.m.

John Terrell shared concerns about the traffic and crosswalks from the project.

Public Comment was closed at 7:01 p.m.

MOTION made by Commissioner Van Benthem to forward a MOTION FOR APPROVAL of the Preliminary Plat for Westside Crossing (Commercial) Replat 2 to the Town Board of Trustees. The motion for approval is due to the findings in the Staff Report including compliance with the Land Use Code, the Criteria for Approval found in Section 30-6-107(B), and the Comprehensive Plan. As stated in the Staff Report, this motion is conditional upon two conditions:

01. **The applicant addresses outstanding staff comments found as attachments to the Staff Report prior to recording the Preliminary Plat.**
02. **A request that a Traffic Summary be provided to the Town Board of Trustees that elaborates on traffic to-and-from the site, as well as commercial traffic within the site. The Planning Commissioners would also strongly urge the Applicant to make sure the traffic engineer is available for conversation and discussion with the Town Board of Trustees.**

SECONDED by Commissioner Smith.

With all in favor, THE MOTION CARRIED.

8. **Reports by Staff**

Commissioner Anderson announced there will be a new Planning Commissioner at the next Planning Commission meeting on August 24. Please welcome Nick Semedalas!

9. **Adjourn –**

The meeting was adjourned at 7:34 p.m.

CHAIRPERSON

SECRETARY