



Planning Commission Minutes – December 14, 2023, at 6:00 p.m.

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

2. **Pledge of Allegiance**

3. **Roll Call** – Members present: Karen Anderson (Chairperson)
Jon Van Benthem (Secretary)
Abigail Smith (Vice Chairperson)
Brett Wing (Commissioner)
Nick Semedallas (Commissioner)
Joe Donnelly (Commissioner)

Staff present: Anne Johnson (Community Development Director)
Tawn Hillenbrand (Senior Planner)
Teri Reger (Planning Technician)
Erin Smith (Town Attorney via Zoom)

4. **Approval of Minutes** – Minutes from October 26, 2023, Planning Commission Meeting.

MOTION made by Commissioner Wing to APPROVE the Minutes for October 26, 2023.

SECONDED by Commissioner Semedallas.

With those all in favor, THE MOTION CARRIED.

5. **Public Hearing:** Community Development Director introduced a recommendation to amend the following section of Chapter 30 of the Berthoud Municipal Code, specifically to amend the definition section regarding marijuana businesses (also Sections 30-3-113, 30-3-112, 30-1-117, 30-3-104, and Table 3.10); and clarifying land use application processing requirements throughout Chapter 30 via Ordinance.

MOTION made by Commission Wing to make a recommendation of approval to the Town Board of Trustees for the proposed Code amendments to Chapter 30 of the Berthoud Municipal Code as attached in the Draft Ordinance and attachment for the reason outlined in the staff report.

SECONDED by Vice Chair Smith. Commissioner Van Benthem abstained. Five Commissioners voted in the affirmative, THE MOTION CARRIED.

6. **Reports by Staff**

- Wave 3 of the Code changes went before the Town Board of Trustees on November 28, 2023, and passed.
- The Board of Trustees have asked that more time be given to exploring the use of Storage Containers.
- The current Sign Code is currently under review.
- There will be some Land Use items coming to the Commission in January, possibly including a Final Plat.
- There are approximately 20 Land Use items in process currently.
- Staff will coordinate tours of downtowns and residential projects for Planning Commissioners to take in 2024.