



**Garden
Spot of
Colorado**

STUDY SESSION OF THE TOWN BOARD

**Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, January 30, 2024, 6:30 p.m.**

This is an IN-PERSON meeting at the location and time noted above.

You may also join virtually using Zoom: Phone: 1-346-248-7799 or 301-715-8592

Web: www.zoom.us/join

Use this Meeting ID: 210 035 9423

The Town Board may take action on any of the following agenda items as presented or modified prior to or during the meeting and items necessary or convenient to effectuate the agenda items.

1. Study Session Called To Order - Mayor William Karspeck
2. Pledge Of Allegiance - Mayor William Karspeck
3. Roll Call - Mayor William Karspeck
4. Short Term Rental Regulation Update
Introduction By: Tawn Hillenbrand

Documents:

[MEMO RE SHORT-TERM RENTAL REGULATIONS.PDF](#)

5. Master Plans Update And Sustainable Development Policy
Introduced By: Anne Johnson

Documents:

[MEMO RE DEVELOPMENT POLICIES.PDF](#)

[MASTER PLAN WITH CODE AND SUSTAINABLE TABS 2024 01 24.XLSX](#)

6. Adjourn

The order of agenda items listed above is approximate and intended as a guideline for the

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

BOARD OF TRUSTEES INFORMATION

COMMUNITY DEVELOPMENT DEPARTMENT



Meeting Date:	January 30, 2024
Agenda Title/Subject:	Short-term Rental Regulations project
Type of Item:	Presentation
Purpose:	Update on the Short-term Rental Regulations project including introduction to project webpage, community questionnaire, and next steps in creating draft regulations.
Presented by:	Tawn Hillenbrand, Senior Planner

INTRODUCTION

Purpose of Work Session

During the Work Session on November 7, 2023, the Town Board discussed the Town's current regulations for short-term rentals, common issues related to short-term rentals, common practices by other jurisdictions to mitigate those issues, and possible options for Town regulations. Following a discussion with Staff, the Town Board decided to move forward with allowing Short-term Rentals within the Town and requested the development of a set of standards to ensure the health and safety of renters while managing impacts to the surrounding neighborhoods.

This work session is intended to provide an update on the short-term rental regulations project, including:

1. Project kick-off of the Short-term Rental Regulations Project webpage.
2. Launch of a community questionnaire to collect feedback on Short-term Rentals.
3. Draft of short-term rental regulations and topics of further discussion.
4. Next Steps

SHORT-TERM RENTAL REGULATIONS PROJECT WEBPAGE

A Short-term Rental Regulations project webpage has been created for the community and anyone interested in learning more about the project. The webpage is intended to provide project background, information on draft documents, and information about upcoming meetings and hearings. As information related to the project becomes available, notice and directions to access the information will be posted on the project webpage. Additionally, staff contact information is provided on the webpage should a community member have any questions, comments, or need information on the project.

A link to the Short-term Rental Regulations Project webpage has been placed on the Planning Department website and, in the coming days, will be shared across the Town's social media to promote the project. The launch of the project webpage serves as the Short-term Rental Regulations project kick-off.

The Short-term Rental Regulations Project webpage can be accessed by using the following link:
<https://arcg.is/r5vz9>

COMMUNITY QUESTIONNAIRE

Community engagement often creates more effective solutions and increases the likelihood that projects or solutions will be widely accepted. Additionally, working together improves communication and understanding between Town Staff, Town Board, and the citizens of the community. With this in mind, Staff would like to gather community feedback on short-term rentals prior to presenting the first draft of regulations. Staff has created a short community questionnaire with the intent of capturing the community feedback on the topic of short-term rentals while also gathering the information needed to refine the preliminary draft of regulations. The questionnaire will take approximately 5 minutes to complete.

The community questionnaire will be available to the public starting February 1, 2024, and closing on February 16, 2024. The Short-term Rental Regulations project webpage, noted above, contains a link to the community questionnaire. The Planning team will work closely with the Town's Community Outreach Specialist to promote the questionnaire, including sharing a link on the Town's website and social media starting February 1st.



The Short-term Rental Regulations Community Questionnaire can be accessed using the following link: <https://arcg.is/1y8uHL0>
Or by scanning the QR code.

DRAFT SHORT-TERM RENTAL REGULATIONS

Following the Work Session in November 2023, Staff developed a preliminary draft of short-term rental regulations; however, further refinement of the draft is needed prior to presenting the draft to the Town Board. The draft regulations address many of the common issues discussed during the work session in November. As a recap, the common issues we discussed are as follows:

1. Saturation of STRs in neighborhood environments (density)
2. Loss of sense of community
3. Parking
4. Trespassing
5. Noise
6. Parties/Events
7. Enforcement

During the November work session staff also provided suggested regulations, based upon common practice amongst other communities, to address the common issues discussed. The preliminary draft regulations have incorporated many of the suggested regulations, including:

1. Approval and licensing requirements, including annual license renewal.
2. Establishing a maximum occupancy limit per STR and defining an absolute maximum number of guests that cannot be exceeded.
3. Specifying minimum off-street parking standards.
4. General rules of conduct for guests, including requirement for Good Neighbor Standards.
5. Requirements for a property manager and neighbor notification.
6. Creating a standard that restricts the STR from being used as an event space.
7. Requirement for Life Safety Inspection at initial licensing and on an annual basis.
8. Penalties for violations.

As previously mentioned, many of the suggested regulations are consistently seen in other communities' short-term rental regulations; therefore, these regulations are considered industry standard. Additionally, these standards are typically recognized as being reasonable and fair.

Because many of these regulations are industry standard, further discussion on these items may not be necessary moving forward. However, one issue of concern is more complex and is not consistently addressed by all communities with short-term rental regulations. That is the issue of saturation of short-term rentals in neighborhood environments. Common approaches to addressing this issue include establishing a cap and/or separation requirements, defining 'primary' residence, and/or limiting the number of nights rented per year. It is Staff's intent to provide several options for regulations addressing this issue in the first draft and to discuss those options in more detail with the Town Board at the next Short-term Rental Regulations project work session following the close of the community questionnaire. The input we receive from the questionnaire may help guide the conversation on this topic.

NEXT STEPS:

As noted previously, the community questionnaire will be open to the public for two weeks. Once the community questionnaire closes on February 16, 2024, Staff will compile all comments and will process the feedback collected into a single document. Processing the feedback may take 2-3 weeks to complete, depending on overall participation. The feedback received will be made available to the public and will be shared with the Town Board at the next Short-term Rental Regulations project work session. The community feedback will be reflected in the first draft of short-term rental regulations.

While the community questionnaire is active, Staff will continue to research common practices addressing saturation of short-term rentals in neighborhood environments. Potential options addressing this complex issue will be reflected in the first draft of regulations and will be discussed in detail during the next project work session.

FISCAL IMPACT AND FUND SOURCE:

There is no negative impact to the Town in consideration of this request at this time.

COMMUNITY TOUCHSTONES:

Developing short-term rental regulations that are reasonable and necessary ensures that the touchstones of Resiliency, Sustainability and Community Identity continue to be achieved. The resulting draft(s) of short-term rental regulations will need to be evaluated on the touchstones of Resiliency, Sustainability, and Community Identity.

RECOMMENDED ACTION(S):

The information provided in this packet is a courtesy to inform the Town Board of the work that has been completed to date and the work that will be presented in the future.

BOARD OF TRUSTEES INFORMATION

COMMUNITY DEVELOPMENT DEPARTMENT



Meeting Date:	January 30, 2024
Agenda Title/Subject:	Informational update on implementing the Action Items found in the 2021 Comprehensive Plan update; the 2021 Open Space Plan update; and the 2022 Trails Master Plan update; review work projections for 2024 toward Code activities in process; and to review policies regarding sustainable development
Purpose:	To inform the Town Board of Trustees on current activities, past accomplishments, and work projections for 2024
Presented by:	Anne Johnson, Community Development Director

ATTACHMENTS:

- Excel file containing tabs for the following information:
 - 2021 Comprehensive Plan action plan report card
 - 2021 Open Space Master Plan action plan report card
 - 2022 Trails Master Plan action plan report card
 - 2024 Code project outlook
 - Sustainable Development Policy Overview, initial findings

BACKGROUND:

The Town of Berthoud updated its Comprehensive Plan in 2021, the Open Space Master Plan in 2021 and the Trails Master Plan in 2022. The Town also adopted the 2021 set of International Building Codes on December 13, 2022. The plans refreshed the Town's goals and a vision for the future. The Berthoud Comprehensive Plan is a guiding document that staff utilizes to not only guide development and to also amend the land development code, for example. The Open Space and Trails Master Plans also guide development to include trail, park, open space corridor connectivity, for example.

The purpose of this memo and the attached set of "report cards" is to provide you with an update on the activities and accomplishments made toward implementing the master plans, illustrates the work in progress toward implementing the master plan action items into the Development Code, and provides initial findings regarding sustainable development policies.

UPDATE/NEXT STEPS:

Several action plan items are accomplished, and others are in process. Several action plan items were reflected in the 2024 budget, implementation of other action plan items require assistance from outside consultants, may be contingent upon grant awards or may be presented in subsequent years' budget requests.

FISCAL IMPACT AND FUND SOURCE:

There is no negative impact to the Town by providing this information.

COMMUNITY TOUCHSTONES:

The three touchstones of resiliency, sustainability and promoting community identity are at the heart of the action plan items. These “report cards” also illustrate staff’s commitment to uphold the community touchstones in budget forecasting, code amendments, and in daily conversations with the development community. Many department team members are collaborating on the implementation of the action items found in the three master plans.

RECOMMENDED ACTION(S):

Staff is seeking concurrence on the projected code work for 2024 as these directly tie back to the master planning efforts recently completed. Additionally, staff would like to begin a dialogue with the Town Board regarding current our sustainability efforts and future sustainability initiatives.

Town of Berthoud Comprehensive Plan Update 2021							
Action Plan Implementation Report Card							
Updated: 1/17/24							
Item #	Action Item	Priority	Timeline	Completed	Notes	Community Touchstones: Resilience, Sustainable, Community Identity	Directly supports Net Zero Principles: Cutting greenhouse gas emissions to as close to zero as possible, with remaining emissions re-absorbed
Achievable Goal: Maintaining a Strong Community Identity							
Topic: Community Design							
1	Prepare a 1st Street Corridor Plan that includes a comprehensive set of design guidelines similar in scope to the Mountain Avenue Corridor Plan	2	ST	2023	Completed via Resolution 2023.09 on 4/25/2023; Development Code changes are underway and anticipated to be finalied in Q1 2024	R, S, CI	
2	Update the Development Code to include placemaking techniques that accentuate the Town's identity and provides for a mix of community spaces, amenities, programming, etc. that is distinct to Berthoud	3	ST		Redevelopment activities underway will lead this initiative in tandem with Code amenemdments (2024/2025)	CI	
Topic: Community Brand							
3	Develop a community branding campaign that encapsulates Berthoud's identity for marketing purposes, including streetscape elements, gateway features, and adaptation to special districts like New Berthoud, 1st Street Corrodor, etc.	2	MT		2025 Budget request will be to retain an outside consulting team to review and strengthen if necessary, the Town's design standards for all development	CI	
4	Prepare and implement a Wayfinding Signage Plan that reinforces Berthoud's community identity via a cohesive sequence of gateway, directional, identification and informational signage	2	MT		See #55 below; Staff initiated in 2024 with overall sign plan	CI	
Achievable Goal: Environmental Sustainability							
Topic: Open Land Preservation							
5	Work with agricultural landowners to establish conservation easements and preserve productive open lands	2	ON		Budget for assistance in 2024	R, S, CI	Yes
6	Update the Development Code to include conservation subdivision provisions	1	ST	2022	The Conservation District, CD was created and is included in the Development Code	R, S, CI	Yes
7	Update the Parks, Open Space, Recreation and Trails Plan to include recommendations from the Open Lands Plan	2	ST	2022	The Town adopted an updated Open Space Plan in September, 2021. Staff to collaborate on the integration of Open Space Plan items into the Parks, Recreation and Trails plans. Board approved the update in early 2022.	R, S, CI	Yes
8	Update the Development Code to include recommendations from the Open Lands Plan	2	ST		2024	R, S, CI	Yes
Topic: Hazard Mitigation							
9	Update the Community Wildfire Protection Plan	3	LT	2023	Completed via Ordinance 1327 (Series 2023) on 12/12/2023; Will continue to seek continuous improvements	R, S	
10	Update the Development Code as needed to remain in compliance with CWCB recommendations for flood damage prevention	2	ON	2023	Completed via Ordinance 1321 (Series 2023) on 9/12/2023	R, S	
Topic: Habitat Protection							
11	Continue to protect environmentally sensitive areas including shorelines and riparian corridors that provide for wildlife habitats and other natural functions	1	ON		See #5 above. Also to be accomplished with site-specific development proposals.	R, S, CI	Yes
Topic: Viewshed Protection							
12	Update the Development Code to protect views of lake shorelines and other key viewsheds	2	ST	In process	Anticipate completion in Q1 2024	R, S, CI	
Achievable Goal: Infrastructure Improvement							
Topic: Community Facilities							
13	Evaluate the potential to expand or enhance municipal services and programs to support a growing population and thriving business districts	2	ST		Evaluation and planning for expansion of Public Works/Utilities facilities is underway.	R, S, CI	
14	Collaborate with local public safety service agencies to evaluate levels of service and potential needs for expansion, staffing, new facilities and equipment, service improvements, etc. to support the Town's growth and development	2	ON	Continuous	Referral agencies are provided an opportunity to review development applications; collaboration with the Fire Protection District and the School Districts are on-going.	R, S, CI	
Topic: Utility Systems							
15	Assess the need to expand water, sewer and/or wastewater utility lines to new areas of growth and development, including the potential for new or expanded lift stations, wells, reservoirs, and other infrastructure	2	ST		See #13. Evaluation and planning for expansion of Public Works/Utilities facilities is underway.	R, S	
16	Coordinate with developers and homebuilders to integrate best practices in stormwater management as part of new development or redeveloped sites	3	ON	Continuous	To be accomplished with site-specific development proposals.	R, S	Yes
17	Coordinate with transportation agencies to integrate best practices in stormwater management as part of new or improved roadway infrastructure	3	ON	Continuous	On-going participation with NFR MPO; Ride-share and mass transit. Enhance collaboration through referral agency coordination.	R, S, CI	Yes
Achievable Goal: Managed Growth							
Topic: Land Use							
18	Update the Development code to support transect-based planning approach	2	ST	In process	Anticipate completion in Q1 2024	R, S, CI	
19	Update the Development Code to incentivize infill development, adaptive reuse, and redevelopment of underutilized or vacant properties	2	MT	In process	Anticipate completion in Q1 2024	R, S, CI	
Topic: Intergovernmental Coordination							
20	Update the Berthoud/Larimer County Intergovernmental Agreement as needed to address matters of mutual land use concern within the GMA	3	ON	In process	Project initiated amongst Planning Staff from each agency; anticipate starting discussions Q1 2024 and finalize by Q4 2024	R, S, CI	
21	Update the Berthoud/Weld County Intergovernmental Agreement as needed to address matters of mutual land use concern within the GMA	3	ON		2025	R, S, CI	
Topic: Annexation							
22	Adopt a Three Mile Area plan in accordance with CRS 31-12-105	2	ST	Completed	Completed via Ordinance 1328 (Series 2023) on 12/12/2023	R, S, CI	
23	Annually adopt a resolution updating the Town's Three Mile Area Plan in accordance with CRS 31-12-105	3	ON		Will schedule for Q4 each year	R, S, CI	
Topic: Other							
24	Update the Zoning Map to be consistent with the Future Land Use Map	1	ST	Continuous	As development occurs, the transition from Euclidian zoning to transect-zoning is encouraged; This is being accomplished on a case-by-case basis with land use applications	R, S, CI	
25	Update the Development Code to ensure the sign regulations are legally compliant with content-neutrality standards	1	ST	In process	Anticipate completion in Q1 2024	R, CI	
Achievable Goal: Economic Resiliency							
Topic: Business Retention							
26	Conduct a business survey to gain a deeper understanding of the needs, concerns, and ideas of business owners and employees	1	ST	Continuous	Economic Development collaborates with Larimer County (Business Retention) activities every year	R, S	
27	Update the development Code to encourage existing ground floor retail and restaurant uses and second floor residential and offices uses in the Downtown district	1	ST		2024 Q3 start	R, S, CI	
Topic: Business Attraction							
28	Conduct a market study to understand the local business supply and demand	1	ST	Continuous	Economic Development	R, S	
29	Prepare town and site marketing materials that can be readily shared with prospective businesses, brokers, and investors	2	ST	Continuous	Economic Development	R, S	
30	Promote Berthoud at International Council of Shopping Centers (ICSC) events	1	ST	Continuous	Economic Development	R, S, CI	
Topic: Other							
31	Update the Berthoud Business Development Strategic Plan	1	ST	Planned	2024 by Economic Development	R, S	
Achievable Goal: Housing Diversity							
Topic: Attainable Housing							
32	Conduct a housing survey to gain a deeper understanding of community needs and preferences regarding housing	2	MT	Planned	Requested grant from DOLA; Anticipate hearing from DOLA Q1 2024	R, S	
33	Promote a range of housing options (e.g. detached single-family homes, condominiums, townhouses, duplexes, apartments, assisted and independent senior living, live/work spaces, ADU's, etc.) that meet varying budgets, needs, and life stages	2	ON	Planned	Requested grant from DOLA; Anticipate hearing from DOLA Q1 2024	R, S, CI	
Topic: Zoning Consistency							
34	Update the Development Code as needed to ensure appropriate housing options are listed as permitted or special uses in the applicable zoning districts	2	ON	Planned	Requested grant from DOLA; Anticipate hearing from DOLA Q1 2024	R, S, CI	
35	Update the Development Code as needed to ensure residential district standards (e.g. lot size, density, height, units above commercial uses, etc.) allow for a range of housing types	2	ON	Planned	Requested grant from DOLA; Anticipate hearing from DOLA Q1 2024	R, S, CI	
36	Review the Development Code as needed for opportunities to reduce housing costs (e.g. density bonuses) and increase housing supply (e.g. apartments)	2	ON	Planned	Requested grant from DOLA; Anticipate hearing from DOLA Q1 2024	R, S, CI	

Achievable Goal: Transportation Enhancement							
Topic: Multimodal Mobility							
37	Prepare a multimodal transportation plan for Berthoud and the growth management area	2	ST		Propose for 2025	R, S	Yes
38	Prepare an Active Transportation Plan including Safe Routes to School	3	MT		Propose for 2025	R, S, CI	Yes
39	Coordinate with the NFRMPO and surrounding jurisdictions to implement the projects identified in the NFRMPO Regional Transportation Plan	2	ON		Propose for 2025	R, S	Yes
40	Complete a 1st Street Corridor Study	2	ST	2023	Completed via Resolution 2023.09 on 4/25/2023; Development Code changes are underway and anticipated to be finalied in Q1 2024	R, S, CI	
41	Advance recommendations from the Mountain Avenue Corridor Study	3	ON	Continuous		CI	
42	Work collaboratively with CDOT and regional partners to implement improvements on regional corridors such as I-25, US 287, SH 56	2	ON	Continuous	Roundabout construction at I-25 completed in 2024	R, S, CI	Yes
43	Require right-of-way dedication at time of development to implement the multimodal transportation network as shown on the Transportation Framework Map	1	ON	Continuous		R, S	
44	Evaluate the feasibility of parallel roadway alignment between County Line Road and I-25 to expand the transportation network and to support reliable mobility on Mountain Avenue/SH 56	2	LT			R, S	Yes
Topic: Transit							
45	Prepare a Transit Assessment to determine near-term and long-term services and operations	1	ST		To be evaluated in 2024 for outcomes and deliverables.	R, S	Yes
46	Coordinate with CDOT on the Berthoud Mobility Hub to accommodate ride share, local transit, and other emerging technologies	2	ST	Continuous		R, S	Yes
47	Monitor the progress and planning for Front Range Passenger Rail	3	ON	Continuous		R, S, CI	Yes
Topic: Accessibility							
48	Adopt a complete streets policy to encourage design standards to incorporate for all modes	3	MT		Community Development will propose retaining the services of transportation planners/engineers to complete this task in 2025	R, S, CI	Yes
49	Maintain and periodically update the Americans with Disabilities Act (ADA) Transition Plan	3	ON		Community Development will propose retaining the services of transportation planners/engineers to complete this task in 2025	R, S, CI	
50	Incorporate sidewalks, bicycle facilities, and trails into the development review process; require the right-of-way to be provided or the facilities to be constructed as new developments are approved	1	ON	Continuous	This is a point of discussion with all developers during pre-application processes as well as during development review	R, S, CI	Yes
51	Connect the on-street bicycle and pedestrian facilities with the trail network to encourage bicycling and walking for recreational and travel purposes	3	ON	Continuous	This is a point of discussion with all developers during pre-application processes as well as during development review	R, S, CI	Yes
Topic: Trails							
52	Complete the regional non-motorized corridor connections, as determined by the NFRMPO 2016 Non-Motorized Plan	3	LT		This is a point of discussion with all developers during pre-application processes as well as during development review; Staff will review for all annual budget prep work	R, S, CI	Yes
Topic: Parking							
53	Complete a Downtown Parking Study to analyze on-street parking use, parking requirments, and determine appropriate parking strategies, as needed	3	MT		Economic Development will propose retaining the services of an outside consultant in the 2025 budget	R, S, CI	
54	Revise the land use code to include transportation amenities such as drop-off locations and shared parking (i.e. parking used for one use during the day and another use in the evening) in all mixed and non-residential uses	3	ST		Community Development will propose retaining the services of transportation planners/engineers to complete this task in 2025	R, S, CI	
Topic: Wayfinding							
55	Expand wayfinding to direct drivers, cyclists, and pedestrians to key community destination such as downtown, business districts, recreation centers, parks and open space	2	MT		See #4 above; Economic Development with Community Development will propose to retain the services of an outside consultant in 2024; the deliverable will be provided to the DDA, if formed for downtown	CI	
Topic: Other							
56	Preserve right-of-way for future roadway widening as identified in the Transportation Framework Map	1	ON	Continuous	This is a point of discussion with all developers during pre-application processes as well as during development review; Staff will review for all annual budget prep work	R, S	
57	Pursue grant funding to supplement Town capital improvement proejcts	2	ON	Continuous	Town Staff continuously monitors the list of projects and upcoming grant funding cycles for alignment; Town needs to budget every year to create "shovel ready" projects for grant funding opportuntiiies	R, S	
58	Continue to engage in NFRMPO planning and activities to ensure the Town's interests are representated at the regional level	3	ON	Continuous	The Town has representation on staff-level committees	R, S	Yes

Overlap with Open Space and Trail Plans

Town of Berthoud Open Space Master Plan Update 2021								
Action Plan Implementation Report Card								
Updated: 1/17/2024								
Item #	Action Item	Priority [1 = Critical 1-3 years; 2 = Vital 3-5 years; 3 = Desirable 3+ years]	Lead	Partners	Completed	Notes	Community Touchstones: Resilience, Sustainable, Community Identity	Directly supports Net Zero Principles: Cutting greenhouse gas emissions to as close to zero as possible, with remaining emissions re-absorbed
Partnerships								
Natural Areas	Develop Partnerships - Little Thompson Watershead Coalition	1	Town	Little T Watershed Coalition		No Progress	R, S	Yes
Water conservation & sharing options	Retain rights on conserved land via agreement	1	Town	Irrigation Companies, Conservation Partners		No Progress	R, S	Yes
	Evaluate Town drought supplies	1	Town	Water attorneys, brokers, engineers, irrigation companies		Brain Dubois worked on drought policy. Could apply here	R, S	Yes
	Maintain effective operations	1	Town	Irrigation Companies	Continuous	In progress	R, S	Yes
Develop relationship with land-owners	Provide information regarding options available	1	Town/Land Trusts	Land Trusts/Town		Establishing with several property owners; Need to continue and expand relationships	R, S, CI	
Viewshed protection	Preserve view corridors along I-25, SH 56, SH	1	Land Trusts/Town	Land Trusts/Town		No Progress	CI	Yes
Trail easements	Acquisition	2	Town	Developers, Land Trusts, Conservation Partners	Continuous	Newell property	R, S, CI	Yes
Market awareness	Promote local agricultural operations, farm-to-table, etc. Create awareness	2	Town	Larimer, Weld, Boulder County, assistance from others		Town staff operating Berthoud Market Saturdays, Partnership with Berthoud Local and Rec center providing classes	R, S, CI	Yes
Agricultural School Programming	Support FFA, CSU Extension, Thompson School District, etc. to offer/expand programs to increase awareness of heritage	3	CSU Coop Ext/ School Dist			School has been asked to submit IGA. Hard to schedule programming as agriculture projects would be mostly in the summer when students are not in session, developing programming has been challenging with the School District	R, S, CI	Yes
Connect to regional trails/ Loveland, Mead, etc.	Establish connectivity through development and in collaboration with neighboring communities	1	Town	Neighboring communities, NFRMPO, Larimer and Weld counties	Continuous	Loveland connection at CR14 in progress. Recently updated Johnstown to be mindful of our possible connection	R, S, CI	Yes
Mountain Avenue corridor	Multi-modal and off-street connections to link development and future transit hubs	2	Town	NFRMPO, neighboring communities			R, S, CI	Yes
Policy/Plan								
Buffers	30-2-119 define buffer setback and point of measurement; include public access and wildlife movement language; protect view corridors	1	Town			Q2 2024	R, S, CI	
Recreational water access	Via various mechanisms, gain public access to surface rights - Welch, Lonetree, Ish, Bacon, Newell, etc.	1	Town	Landowners, ditch/ storage companies		No progress. Non-motorized Open Water access is allowed at Berthoud Reservoir	R, S, CI	
Public awareness/engagement	Update website, goal tracking, etc.	1	Town			https://www.berthoud.org/1466/Landowner-Conservation	R, S, CI	
Larimer County IGA	Update	3	Town	Larimer County		No progress	R, S, CI	
Weld County IGA	Update	3	Town	Weld County		No Progress	R, S, CI	
Feasibility Study for Dry Creek to Carter Lake Regional Trail	Funding needed for study; option to connect with Front Range Trail	2	Town	Larimer County, NFRMPO		No Progress	R, S, CI	Yes
Trails Master Plan updated	Update plan	2	Town	NRFMPO, neighboring jurisdictions	In progress	Q1 2024	R, S, CI	Yes
Front Range Trail west	Feasibility study for area Welch to Carter, south to Rabbit Mountain	3	Town/Larimer County	NRFMPO, neighboring jurisdictions		No Progress	R, S, CI	Yes
Emerging technologies	Code language development to keep pace with changing needs; allowances (e-bikes,	3	Town	Town			R, S	Yes
Acquisition/Capital								
Dry Creek Conservation	Preservre drainage	1	Town	Landowners			R, S, CI	Yes

Foothills access	Larimer/Boulder Counties re acquisitions	3	Town	Larimer and Boulder Counties			R, S, CI	
Little Thompson Regional Trail impelmentation	Identify trail alignment options, Acquisitions, development requirements	3	Town	Johnstown, Weld, Larimer, Land Trusts, NFRMPO, development			R, S, CI	Yes
Berthoud Reservoir Park & Open Space Phase 2	Implement Berthoud Reservoir Master Plan	2	Town			No Progress on Phase 2	R, S, CI	Yes
Operations/Capital/Other								
Expand open space staffing	Parks Division, staff level porportionate to acres managed and trail corridor length	1	Town		Continuous	Created Open Space Lead position- added 2 tech positions. Created Forestry Lead position- added 2 tech positions. Expected to be fully staffed by Spring of 2024	R, S, CI	
Expand staffing	0.25 FTE Land Agent Position	1	Town				R, S, CI	
Signage/wayfinding standards	Develop wayfinding signage plan/ community branding	2	Town			In progress	CI	
Funding source(s) identified	Develop funding options/acquisition methods	1	Town	Land Trusts; preservation organizations; taxing options		See page 40 - recommendations in Open Space Plan	R, S	
Development Review	include requirements for inclusion, design, connections	1	Town	Neighboring communities, referral process	Continuous		R, S, CI	
Monitor SLB 10-year leases	If disposal is option, identify if acquisition is desired and identify partners	3					R, S	

Also in Comp Plan

Town of Berthoud Trails Master Plan Update 2021

Action Plan Implementation Report Card

Updated: 1/17/2024

Action Item	Priority [1 = Critical 1-3 years; 2 = Vital 3-5 years; 3 = Desirable 3+ years]	Completed	Notes	Community Touchstones: Resilience, Sustainable, Community Identity	Directly supports Net Zero Principles: Cutting greenhouse gas emissions to as close to zero as possible, with remaining emissions re-absorbed
Complete Front Range Trail between Heron Lakes and Eagle Vista including ped crossing on WCR 14	1		Waiting for Loveland to finalize connection. Heron Lakes 17th is aware of possible connection point, Have coordinated sharing design efforts with Loveland	R,S,CI	Yes
Complete connection along BP from Rec Center to CR 10E including improvements to Water Ave and crossing Handy Ditch	1		CDOT Grant in progress. Expected to go out for bid Spring 2024	R,S,CI	Yes
With Heron Lakes through development, complete permanent paved Front Range Trail connection from Heron Lakes Parkway to CR 10E	1		Developer completed temporary trail, and will complete a permanent trail in future development	R,S,CI	Yes
Investigate [and implement] ped and bicycle safety improvements on the CR10E bridge over SH287	1		Improvements are part of the previous CDOT grant and trail connection from REC center to CR 10e, bid in Spring of 2024	R,S,CI	
Update Town Code with trail standards	1	In Process	In Process with street profiles	CI	
Complete the planned soft-surface Rookery Trail loop	1		In planning phase, estimated 2025-2026 completion	R,S,CI	
Prepare & publish a Town Bike/Trails brochure with safe routes map and safety tips, distances, etc. Print and distribute.	1		In planning phase, estimated late summer of 2024 Completion	CI	
Building on the SRTS and Bike Plan efforts, utilize roadways to install bike lane network to connect to trails and further connectivity	1	Continuous	In Progress	R,S,CI	Yes
Build on the ADA Transition Assessment and other universal design elements to integrate sidewalks into trail connections for a complete system where trails are not feasible	1	Continuous	In Progress	R,S,CI	
Place mile markers, destination signs, etc.	1		In planning phase, estimated summer 2024 implementation	CI	
Complete easement connection to Welch Ave from the Neilsen Greenway Trail. Ditch crossing needed.	2	Cancelled	Cancelled. Thompson School District no longer allows students to take trail connection	R,S,CI	Yes
Work with CU student group on BP/SH287 crossing/intersection improvements, funding opportunities	2		Student portion complete in 2023, Working on bids for 30% design for possible grant opportunities	R,S,CI	
CDNR and CPW to update layers on COTREX (Co comprehensive trail map)	2	Completed/Ongoing	COTREX mapping is running and updated as needed	CI	
Maintenance and amenities, monitor facilities and staff as needed; all future development compliant with Code Section 30-2-109	3	Continuous	In progress	R,S,CI	
Investigate feasibility of Mountain Ave trail in coordination with Mobility Hub and future development. Highlight on future NFRMPO mapping needs. Work with rural land owners, etc. to define corridor implementation.	3	Continuous	Yearly update to NFRMPO are completed	R,S,CI	Yes

Collaborate with Com Dev and PORT to assess trail connections through future development; ensure connectivity to regional trail system	3	Continuous	In progress- Several PORT meetings in 2023 discussed trail connections	R,S,CI	Yes
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Also in Comp Plan



2024 Municipal Code / Master Plan Amendment Projects

Updated 1/17/24

Action	Status	Lead	Priority	Notes
Comprehensive Plan Action Items	In process	Com Dev	1	Continuously evaluate opportunities; utilize for budgeting and work forecast
Open Space Master Plan Action Items	In process	Public Works	1	Continuously evaluate opportunities; utilize for budgeting and work forecast
Trails Master Plan update	In process	Public Works	1	Continuously evaluate opportunities; utilize for budgeting and work forecast
Sign Code	In process	Com Dev	1	Q1 2024
1st Street Corridor integration into Land Use Code	In process	Com Dev	1	Q1 2024
Comprehensive Plan integration into Land Use Code	In process	Com Dev	1	Q1 2024
Marijuana Terminology	In process	Clerk	1	Q1 2024
Short Term Rentals	In process	Com Dev	1	Q2 2024
Oil and Gas	In process	Town Board	1	Q1 2024
2023 National Electric Code Adoption	In process	Com Dev	1	Building Code focus; NEC 2023 adopted prior to 7/1/2024
Town to review 2021 I-Codes with industry standards		Com Dev	2	Town to review 2021 I-Codes with industry standards
Trails Master Plan - Update Maps		Public Works	2	2024 - Map to be updated
Comprehensive Plan re Housing integration into Land Use Code		Com Dev	2	Awaiting status of DOLA grant application; Q2 - 12 month project
EPA Brownfield Program		Com Dev	2	Awaiting status of EPA Grant; Q3 - 24-month project
Land Development Code - Zoning Chapter	In process	Com Dev	2	Q2/3 2024
Dark Sky Certification	In process	Administration	2	Q4 2024
Accessory Structures	In process	Com Dev	2	Q3 2024
IGA Update with Larimer County	Initiated	Com Dev, Administrator	2	Q4 2024
IGA with Mead	In process	Com Dev, Administrator	2	Q4 2024
Trail and Street Standards - Conflicts resolved in Comp Plan, Development Code, Engineering Standards	Initiated	Com Dev, Engineering, Public Works	2	Q2 2024
Mobile Home Park maintenance per State Statute		Code Enforcement	2	2024
Architectural Standards overview and integration into Land Use Code		Com Dev	3	Start Q3 2024
Update the development Code to encourage existing ground floor retail and restaurant uses and second floor residential and offices uses in the Downtown district		Com Dev	3	Start Q3 2024

Sustainable Development Policy Overview - International/National/Local						
Updated 1/16/24						
Source	Content					
United Nations "Net Zero"	"Cutting greenhouse gas emissions to as close to zero as possible, with any remaining emissions re-absorbed from the atmosphere, by oceans and forests for instance."					
US Army Office of the Assistant Secretary of the Army for <u>Installations</u> , regarding energy and environment conservation efforts	Reduce water, energy and waste footprints in installations to achieve cleaner air, water and reduce/eliminate waste directred to landfills; consuming only as much energy as is produced; Net Positive = producing from renewable resources, more energy on site than is used over the course of a year					
	Clean air					
	Clean water: Limiting consumption and returning it to the same watershed so as to not deplete the resrouces of the region in quality and quantity					
	Reduce/eliminate waste to landfill: reduce, reuse, recover waste streams and convert to resource with zero solid waste sent to landfills					
National Renewable Energy Lab (NREL) Technical Cooperation Areas, inclusive of modelling and analysis in all areas	Transportation	Industry	Building	Carbon Capture & Storage	Power & Storage	Energy System-Wide and Crosscutting
	Low-carbon fleet procurement	Energy & material efficiency policies & standards	Policies to attract finance	Regulatory assistance and industry BMP	Grid modernization infrastructure & tools	Analysis to inform accelerated investment plans
		Clean energy entrepreneurship	Code & standards for building & appliance efficiencies	Country-level assessments to id opportunities & tech assistance	Deployment options for high penetration renewables	Just transition and energy equity
		Energy justice	Tech demonstrations	Assessment capacity building	Evaluate stroage technologies	Investment and finance mobilization
			Workforce development	Link renewables and CSS	Grid planning, energy storage business models & market development	Energy use for agriculture
						Hydrogen production and uses
						Nuclear energy for baseload electricity
LEED Certified Cities: Existing Communities - U.S. Green Building Council (LEED - Certified Communities in Colorado - Steamboat, Durango, Pubelo County) <i>Community Scorecard - 9 value areas for credits</i>	Transportation and Land Use	Water Efficiency	Energy & Greenhouse Gas Emissions	Materials and Resources	Quality of Life	Natural Systems & Ecology
	Transportatoin Performance	Water Access & Quality	Power Access, Reliability & Resilience	Solid Waste Management	Demog & Social Equity Assess.	Ecosystem Assessment
	Compact, Mixed Use & TOD	Water Performance	Energy & Greenhouse Gas Emis. Perfo	Waste Performance	Quality of Life Performance	Green Spaces
	Safe, Multimodal Accessibility	Integrated Water Mngt.	Energy Efficiency	Special Waste Streams Mngt.	Social Services & Infrastruct.	Nat. Res. Conservation & Restoration
	Clean Transportation	Stormwater Management	Renewable Energy	Responsible Procurement	Econ Growth & Opportunity	Light Pollution Reduction
	Mobility Management	Smart Water Systems	Net Zero Carbon & Climate Action	Material Recovery	Environmental Justice	Resilience Planning
	Priority Sites		Grid Harmonization	Smart Waste Mngt. Systems	Housing & Transport. Affordability	
	Integrative Process			Innovation	Public Health	
	Planning & Leadership			Innovation	Educational Op. & Attainment	
	Green Building Policy & Incentives			Regional Priority	Civil & Human Rights	
				Regional Priority		
Reflective of the Touchstones - Resilient, S	Public Works/Parks	Administrators	Clerk	Utilities	Recreation	Community Development
	E-equipment replacement	Dark Sky	EV Charging @ Town Hall	Non-Potable Irrigation Water Master Plan	Rec Center construction	NEC EV ready in new cnst
	Tree City/Arbor Day	Arboretum, Town Park			Hybrid fleet transition	Solar ready in new cnst
	Town Forester: STEP Program	Hybrid fleet transition		Hybrid fleet transition	Pool- energy-efficient, low water waste systems, 90% cost savings on uilities and water usage vs traditional pools, gutter air evacuator system with UV lighting and o2 nano bubbler system provides the cleanest, safest water and air quality.	Landscape design guidelines w/H2O conservation
	Passive solar cnst at facility	Resourcre Central activities: Lawn replacement, Garden in a box, Slow the flow				Code reference 20-2-120 re water conservation and building technology; 30-2-123 storm drainage facilities; 30-2-116 residential design standards
	Hybrid fleet transition	Collaboration with Berthoud Local -self sufficiency organization				

		Town's Pollinator Pledge				In Q2: Town to evaluate Colorado Electrification Code (State adopted in 2022)
		Micro transit - federal appropriation pending				
		Identifying opportunities for solar installations at Town properties				I-Code adoption 12/13/2022: Every R includes pre-wired EV; MF and C # parking spaces pre-wired for EV; IRC to provide space internal to structure for solar; industry is finding this isn't working as installers will run their own external lines; Q2 Town to review 2021 I-Codes with industry standards
Net Zero Policy Overview - Colorado Communities - Focus has been on Building Codes						
Louisville, Erie, Lafayette, Northglenn, Longmont, Broomfield, Superior, Westminster & Boulder County						
Louisville	10/19/22 Adopted 2021 International Energy Conservation Code with amendments: all new cst electric-ready with high efficiency standards; Appendices CB and RB to add solar ready requirements; Appendix RC to require zero energy new R cnst; Code to require EV charging for R and C projects					
Erie						
Boulder County						
Lafayette						
Northglenn						
Longmont						
Broomfield						
Superior						
Westminster						