



**Garden
Spot of
Colorado**

MEETING MINUTES OF THE PLANNING COMMISSION

Town Board Room

807 Mountain Avenue, Berthoud, CO 80513

April 11, 2024, at 6:00 p.m.

1. Meeting Called To Order – Chairperson Karen Anderson
Meeting Called to Order at 6:05 p.m.
2. Pledge of Allegiance – Led by Chairperson Anderson
3. Roll Call

The following Commission members were present:

Karen Anderson, Chairperson
Joe Donnelly, Commissioner
Marc Hofmans, Commissioner
Nick Semedallas, Commissioner via Zoom

The following Commission members were absent:

Abigail Smith, Vice Chairperson

The following Staff members were present:

Anne Johnson, Community Development Director
Tawn Hillenbrand, Senior Planner
Lauren Richardson, Town Planner
Teri Reger, Planning Technician
Noah Nemmers, Town Engineer, via Zoom
Erin Smith, Town Attorney, via Zoom

4. Approval of Minutes
 - a. March 28, 2024 - Planning Commission Meeting Minutes
MOTION made by Commissioner Donnelly to APPROVE the Minutes for the March 28, 2024 Planning Commission Meeting. SECONDED by Commissioner Hofmans. With those all in favor, THE MOTION CARRIED.
 - b. March 28, 2024 - Planning Commission Study Session Minutes
MOTION made by Commissioner Donnelly to APPROVE the Minutes for the March 28, 2024 Planning Commission Study Session. SECONDED by Commissioner Hofmans. With those all in favor, THE MOTION CARRIED.
5. Public Hearing - Consider a Request for a Change of Zone for Heron Lakes Filing 17 presented by Lauren Richardson, Town Planner.

Public Comment was opened by Chairperson Anderson at 6:31 p.m.
No Public Comment was given.

Public Comment was closed by Chairperson Anderson at 6:31 p.m.

MOTION was made by Commissioner Donnelly to approve the Heron Lakes 117th Filing Change of Zone request as the Criteria for Approval outlined in the Staff Report. SECONDED by Commissioner Hofmans. With those all in favor, THE MOTION CARRIED.

6. Public Hearing – A presentation was given by Tawn Hillenbrand, Town Senior Planner, regarding the Neighborhood Master Plan for the Revere Property with a recommendation to be sent the the Town Board of Trustees.

A presentation was given by Kristin Turner from TB Group representing the Developer, Jeff Mark. Additional information was provided by Stephanie Thomas, Civil Engineer, and Ruth Rollins, Traffic Engineer.

Public Comment was opened by Chairperson Anderson at 7:24 p.m.

The following residents of Berthoud provided comments opposing the Revere Development: Bridget Guccione, Scott Woods, Kelly Seaton, Jerimy Hiltner, Pat Guccione, Dave Peirce, Tom Pryor, Beau Barney, Kirk Rolfs, Roger Schafer, Mike Sims

The following individuals who are not residents of Berthoud provided comments opposing the Revere Development:
Steven Kiepe, Cody Sullivan, Dianne Pollock, Mina Cox, Brett Pruitt, Jim Schweiter

The following individual signed their name to the speaker list provided at the podium and elected not to speak:
Denise Perich

Public Comment was closed by Chairperson Anderson at 8:07 p.m.

Planning Commission members discussed each Condition of Approval for both the Neighborhood Master Plan and the Change of Zone request during their deliberation.

MOTION was made by Commissioner Semedalas to make a recommendation of approval to the Town Board of Trustees for the Revere Neighborhood Master Plan with the eight (8) following conditions:

- i. The applicant shall collaborate with the neighborhood to the North regarding the buffer area. The outcome of these buffer discussions shall be included in application materials for the Preliminary Plat.
- ii. The applicant shall update the Traffic Impact Study with the submittal of the Preliminary Plat.
- iii. The applicant shall have at least one neighborhood meeting to address the concerns of the residents of the neighborhood adjacent to, and north of the proposed Revere development. Documentation of the meeting shall be included with the Preliminary Plat application.
- iv. The applicant shall provide a Traffic Memo summarizing the submitted Traffic Impact Study to the Town Board of Trustees, in their packet for the Neighborhood Master Plan and Change of Zone hearing.
- v. The applicant shall evaluate the safety, placement, engineering, and design of the proposed roundabout. The outcome of this evaluation shall be included in the application materials for the Preliminary Plat.
- vi. The Preliminary Plan shall include a detailed analysis of alternative access points

- to the proposed development, traffic control, and internal parking.
- vii. The applicant shall address all comments received by Little Thompson Water District pertaining to an existing service line and meter pit near the location of the proposed roundabout and pertaining to an existing 3-inch waterline near the County Road 8 and Hwy 287 intersection at the Preliminary Plat phase.
 - viii. The applicant shall submit an annexation request for the remaining portions of the County Road 8 and County Road 19 intersection as well as the segment of County Road 8, east of County Road 19 at the Preliminary Plat phase.

MOTION was SECONDED BY Commissioner Donnelly.
With those all in favor, THE MOTION CARRIED.

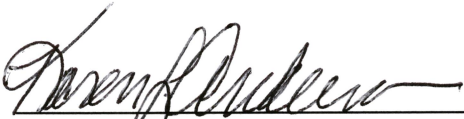
- 7. Public Hearing – Tawn Hillenbrand, Town Senior Planner, presented the request for a Change of Zone for Revere Property in conjunction with the Neighborhood Master Plan.

MOTION made by Commissioner Donnelly to recommend approval to the Town Board of Trustees of the Revere Rezone request to rezone the property from PUD – Planning Unit Development to SC – Suburban Commercial and SR- Suburban Residential.

MOTION was Seconded by Commissioner Semedalas.
With those all in favor, THE MOTION CARRIED.

- 8. Report by Staff
The Planning Commission meeting scheduled for April 25, 2024, has been cancelled.
The next Planning Commission meeting will be on May 9, 2024.

- 9. The meeting adjourned at 9:48 p.m.



CHAIRPERSON



SECRETARY