



Town of Berthoud Planning Commission - Work Session
Town Hall
807 Mountain Avenue
Thursday, June 13, 2023, at Approximately 6:05 p.m.

1. Call Meeting To Order
2. Information: Berthoud Habitat For Humanity
Overview Presented by: Tiffany Brodie, Executive Director, Berthoud Habitat for Humanity
3. Information: 2024 Comprehensive Plan Report Card
Presented by: Anne Johnson, Community Development Director

Documents:

[2024 REPORT CARD DOCUMENTS.PDF](#)

4. Adjourn

Join Zoom Meeting <https://us02web.zoom.us/j/86049631362> Meeting ID: 860 4963 1362
One tap mobile +17193594580,,86049631362# US

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PLANNING COMMISSION INFORMATION

COMMUNITY DEVELOPMENT DEPARTMENT



Meeting Date:	June 13, 2024
Agenda Title/Subject:	Informational update on implementing the Action Items found in the 2021 Comprehensive Plan update
Purpose:	To inform the Planning Commission on current activities, past accomplishments, and work projections for 2024
Presented by:	Anne Johnson, Community Development Director

ATTACHMENTS:

- Comprehensive Plan “report card”

BACKGROUND:

The Town of Berthoud updated its Comprehensive Plan in 2021. The plan refreshed the Town’s goals and a vision for the future from the 2016 Comprehensive Plan. 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 purpose of this memo and the attached “report card” is to provide you with an update on the activities and accomplishments made toward implementing the 2021 Comprehensive Plan update action plan.

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 requires 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. This “report card” also illustrates 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):

This report is informational only. No action is required.

Town of Berthoud Comprehensive Plan Update 2021							
Action Plan Implementation Report Card							
Updated: 1/17/24; 6/3/2024							
Item #	Action Item	Priority	Timeline	Completed	Notes	Community Touchstones: Resilience, Sustainable, Community Identity	<u>Directly</u> 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 finalized 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	In process	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	Continuous	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	Completed	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	Completed	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	In process	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	In process	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	In process	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	In process	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	In process	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 finalized in Q1 2024	R, S, CI	
41	Advance recommendations from the Mountain Avenue Corridor Study	3	ON	Completed		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