



**Garden
Spot of
Colorado**

MEETING MINUTES OF THE PLANNING COMMISSION

Town Board Room

807 Mountain Avenue, Berthoud, CO 80513

September 26, 2024, at 6:00 p.m.

1. Meeting Called To Order – Chairperson Karen Anderson
Meeting Called to Order at 6:02 p.m.
2. Pledge of Allegiance
Chairperson Anderson led the Pledge of Allegiance.
3. Roll Call

The following Commission members were present:

Karen Anderson, Chair
Abigail Smith, Vice Chair
Nick Semedallas, Commissioner
Marc Hofmans, Commissioner

The following Commission member was absent:

David Pond, Commissioner

The following Staff members were present:

Anne Johnson, Community Development Director
Lexi Weissman, Deputy Town Clerk
Luke Seeber, Town Engineer, via Zoom

4. Approval of Minutes
 - a. September 12, 2024 - Planning Commission Meeting Minutes

MOTION made by Vice Chair Smith to APPROVE the Minute for the September 12, 2024 Planning Commission Meeting. SECONDED by Commissioner Semedallas. With all those in favor, THE MOTION CARRIED.

5. Public Hearing: To Consider a Request for a Final Plat Known as Heron Lakes 17th Filing Located South of and Adjacent to West County Road 14 and West of and Adjacent to Pine Hill Drive

Chairperson Anderson opened the Public Hearing.

Deanna Rios and David Murray spoke regarding the Heron Lakes 17th Filing Final Plat.

Chairperson Anderson closed the Public Hearing.

MOTION was made by Vice Chair Smith to approve the Final Plat of Heron Lakes Seventeenth Filing due to the findings stated in the Staff Report with the Conditions of Approval found in the Findings and Recommendation section of this report and the addition of the following Condition of Approval; “Developer agrees to coordinate with the Town and the City of Loveland regarding a trail connection to be detailed in the Development Agreement. Developer agrees to design, engineer and install a curb and ramp on the south side of the road, crosswalk signs with rectangular rapid flash beacons per the Manual on Uniform Traffic Control Devices, (MUTCD) latest edition, and crosswalk striping across West County Road 14.” The two Conditions of Approval found in the Staff Report were read into the record and included the following: .

Prior to recording the plat, the applicant shall enter into a Development Agreement with the Town of Berthoud to cover all on-site and off-site improvements, as illustrated on the plans approved.

- a. The following shall be included in the Development Agreement: At the time when the City of Loveland is ready to connect the regional trail across SW 42nd Road, the developer shall install rectangular rapid flash beacons (RRFB) per MUTCD, on either side of the SW 42nd Road. The developer shall submit the final trail crossing plans to the Town for review.**
- b. The Development Agreement will outline phasing requirements for sanitary sewer provision and the timing of issuing building permits within the development in relationship to the proposed expansion to the Heron Lakes Lift Station and the proposed Marina Lift Station.**

Commissioner Semedalas SECONDED the motion. Will all those in favor, THE MOTION CARRIED.

6. Report by Staff

- New Building Permit Technician, Brenton Thompson, started this Monday.
- The Building Department have processed over 200 permits in September.
 - Many have been for roof repair after the hail storm.
- The Town is conducting interviews for a Development Review Engineer next week.
- The withdrawal of the Farmstead 3 application was approved by the Board of Trustees.
- The Board of Trustees were also presented with the Comprehensive Plan Report Card update.
- At the next meeting, Habitat for Humanity will discuss their organization, and the Commission will discuss housing.
 - At Oktoberfest on October 5, 2024, Ayres will have a booth to collect community input on housing.
 - On December 12, 2024, Ayres will be presenting the findings and making preliminary recommendations.
- New Commissioners, Mark Brodie and Stacy Sigman were appointed to the Planning Commission at the last Board of Trustees meeting.
- Progress is being made with the Farmstead 3 Filing.
- There has been no application submitted yet for a potential apartment development.

7. Adjourn

MOTION was made by Commissioner Semedalas to adjourn the September 26, 2024, Planning Commission meeting. SECONDED by Vice Chair Smith. With all in favor, THE MOTION CARRIED.

The meeting was adjourned at 7:07 p.m.

A handwritten signature in black ink that reads "Karen Anderson". The signature is written in a cursive style with a large initial 'K'.

Chairperson

A handwritten signature in blue ink. The signature is stylized and appears to be a set of initials or a first name followed by a surname, but it is not clearly legible.

Secretary