



Garden Spot of Colorado

**MEETING MINUTES OF THE PLANNING COMMISSION and
THE HOUSING STEERING COMMITTEE
WORK SESSION
Town Board Room
807 Mountain Avenue, Berthoud, CO 80513
October 24, 2024, at 6:00 p.m.**

Housing Steering Committee

1. Meeting Called To Order – Chairperson Karen Anderson
Meeting Called to Order at 6:01 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
Mark Brodie, Commissioner
David Pond, Commissioner

The following Commission member was absent:

Stacy Sigman, Commissioner

In addition to the Planning Commission members present for the Planning Commission meeting, the following Berthoud Housing Steering Committee members were also in attendance:

Tim Hardy, Town Trustee
Tiffany Brodie, Habitat for Humanity
Ryan Baker, Thompson Valley School District – Via Zoom
Jeff Feneis, Loveland Housing Authority

The following Steering Committee member was absend:

Sean Murphy, Mayor Pro-Tem

The following Staff members were present:

Anne Johnson, Community Development Director
Tawn Hillenbrand, Senior Planner

4. Presentations and Discussion
 - a. Loveland Housing Authority, Jeff Feneis
 - b. Ayres Associates, Karlyn Vasan and Josh Olhava
5. Chairperson Anderson closed the Housing Steering Committee Meeting at 7:19 p.m.

Planning Commission

1. Meeting Called To Order – Chairperson Karen Anderson
Meeting Called to Order at 7:35 p.m.

The following Commission members were present:

Karen Anderson, Chair
Abigail Smith, Vice Chair
Nick Semedalas, Commissioner
Marc Hofmans, Commissioner
Mark Brodie, Commissioner
David Pond, Commissioner

The following Commission member was absent:

Stacy Sigman, Commissioner

2. Approval of Planning Commission Meeting Minutes
 - a. September 26, 2024
 - b. October 10, 2024

MOTION made by Commissioner Semedalas to APPROVE the Minute for the September 26, 2024 Planning Commission Meeting. SECONDED by Commissioner Hofmans. With all in favor, THE MOTION CARRIED.

MOTION made by Commissioner Smith to APPROVE the Minute for the October 10, 2024 Planning Commission Meeting. SECONDED by Commissioner Semedalas. With all in favor, THE MOTION CARRIED.

3. Public Hearing - Consider a Request for an Annexation, Change of Zone and Neighborhood Master Plan for River Trails presented by Anne Johnson, Community Development Director

The applicant, Jim Birdsall provided a presentation and was accompanied by his partner, Jon Turner and consultants Kristin Turner and Ruth Rawlings.

Public Comment was opened by Chairperson Anderson at 8:46 p.m.

The following residents outside of Berthoud in unincorporated Larimer County provided comments opposing the River Trails development: Maria Culligan, Lisa Jacobsen, Jim Sewzek, Marshall Perry and Rick Stoner.

The following residents outside of Berthoud in unincorporated Larimer County provided comments indicating they were no in support or opposed to the River Trails development: Emily Harrison

There were no participants via Zoom.

Public Comment was closed by Chairperson Anderson at 9:06 p.m.

Chair Anderson and the Planning Commission members deliberated and deliberation ended at 9:25 p.m.

MOTION was made by Commissioner Smith to send a recommendation of approval to the Board of Trustees of the River Trails Annexation request as the Criteria for Approval outlined in the Staff Report have been met.

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

MOTION was made by Commissioner Smith to send a recommendation of approval with the four conditions listed below, to the Board of Trustees of the River Trails Neighborhood Master Plan request as the Criteria for Approval outlined in the Staff Report have been met.

1. An application for annexation of County Road 6C shall be submitted to the Town prior to submittal of the Preliminary Plan. The distance shall be from the eastern property boundary to County Road 1 (County Line Road) resulting in this entire mile of County Road 6 being annexed to the Town of Berthoud.
2. The Preliminary Plat application shall include an Ecological Resource Survey. The applicant shall consult with Colorado Parks and Wildlife to mitigate impacts of the proposed development to wildlife.
3. The Preliminary Plat application shall provide an updated Traffic Impact Study to include the intersection of County Road 6C and County Road 13/County Line Road.
4. The applicant shall have communication with the neighbors along County Road 6C and Spring Hill Lane to understand concerns and to attempt to mitigate their concerns.

SECONDED by Commissioner Brodie.
With those all in favor, THE MOTION CARRIED.

MOTION was made by Commissioner Semedalas to send a recommendation of approval to the Board of Trustees of the River Trails Zoning request as the Criteria for Approval outlined in the Staff Report have been met.

SECONDED by Commissioner Hofmans
With those all in favor, THE MOTION CARRIED.

Chair Anderson called a break at 10:15 pm and resumed the Planning Commission meeting at 10:20 pm.

4. Public Hearing - Consider a Request for a Change of Zone and Neighborhood Master Plan for Fickel Farms 5th Filing presented by Tawn Hillenbrand, Senior Planner

The applicant's representative Kristin Turner and Justin Beckner provided a presentation and addressed Commissioner questions.

Public Comment was opened by Chairperson Anderson at 10:46 p.m.

The following residents of Berthoud provided questions regarding the proposed Fickel Farms 5th Filing development: Lynn Larsen

There were no participants via Zoom.

Public Comment was closed by Chairperson Anderson at 10:49 p.m.

Chair Anderson and the Planning Commission members deliberated and deliberation ended at 11:04 p.m.

MOTION was made by Commissioner Semedalas to send a recommendation of approval to the Board of Trustees of the Fickel Farms 5th Filing Neighborhood Master Plan request as the Criteria for Approval outlined in the Staff Report have been met.

SECONDED by Commissioner Smith.
With those all in favor, THE MOTION CARRIED.

MOTION was made by Commissioner Semedallas to send a recommendation of approval to the Board of Trustees of the Fickel Farms 5th Filing Zoning request as the Criteria for Approval outlined in the Staff Report have been met.

SECONDED by Commissioner Brodie.
With those all in favor, THE MOTION CARRIED.

5. Report by Staff

- There will not be a Planning Commission meeting on November 14 or November 26, 2024
- The next Housing Steering Committee meeting will be on December 12, 2024
- The next Planning Commission meeting will be on December 12, 2024 preceded by a Pot Luck Dinner, watch for details in mid-November
- The Town has hired a Development Review engineer and he starts on Monday, November 28. Luke Seeber will be joining the Town and building an Engineering Team for Development Review. Luke has been at Baseline Engineering and serving the Town as a consultant engineer.
- The Town will be hiring an early-career or mid-career Planner and the job description has been posted.
- Teri Reger, the Town's Planning Technician resigned this week and the Town will not be re-filling the position.

6. Adjourn

The meeting was adjourned at 11:07 p.m.



Chairperson



Secretary