



**Garden
Spot of
Colorado**

**Town of Berthoud Planning Commission Work Session
Town Hall
Board Room
807 Mountain Avenue, Berthoud, CO 80513
January 23, 2025 at 6:00 p.m.**

1. Meeting called to order – Chairperson Anderson at 6:05 p.m.
2. Chairperson Anderson led the Pledge of Allegiance
3. Roll Call

The following Planning Commission members were present:

Karen Anderson, Chair
Marc Hofmans, Commissioner
David Pond, Commissioner
Stacy Sigman, Commissioner

The following Planning Commission members were absent:

Abigail Smith, Vice Chair
Nick Semedallas, Commissioner
Mark Brodie, Commissioner

The following staff members were present:

Anne Johnson, Community Development Director
Tawn Hillenbrand, Planning Manager

4. Work Session – Downtown Development Authority (DDA) and options for Town improvement
Walt Elish, Town Business Development Manager provided an overview of the DDA formation history, requirements to form a DDA, and comments received to date by the downtown business community. The downtown business community has decided to not pursue a DDA at this time. Mr. Elish provided a summary of options and opportunities available to pursue to encourage reinvestment.
5. Report by Staff
 - a. Ethan Mattson will be starting on Monday, January 27, 2025 as the Town's Planner.
 - b. Tawn Hillenbrand has been promoted to Planning Manager.
 - c. Mark Spaulding will be joining the Engineering Division as a Construction Observer for development projects and begins on Monday, January 27, 2025. Mr. Spaulding had been serving in this role as a consultant for Baseline Engineering and joins staff.
 - d. Tablets have been purchased for the Planning Commission and will eliminate the need to print paper packets. Each Planning Commission member will also have a Town email address. More to follow along with an IT introduction.
 - e. Staff will identify an upcoming meeting to take a virtual tour of residential and commercial properties provided to the Town Board of Trustees on January 21, 2025. More

information

6. Adjourn

The meeting was adjourned by Motion of Commissioner Sigmond and seconded by Commissioner Hoffmans at 7: 23 p.m.



Chairperson



Secretary



**Garden
Spot of
Colorado**

**Town of Berthoud Board of Adjustment
Town Hall
Board Room
807 Mountain Avenue, Berthoud, CO 80513
January 23, 2025 at 7:00 p.m.**

1. Meeting called to order – Chairperson Anderson at 7:24 p.m.
2. Chairperson Anderson led the Pledge of Allegiance
3. Roll Call

The following Planning Commission members were present:

Karen Anderson, Chair
Marc Hofmans, Commissioner
David Pond, Commissioner
Stacy Sigman, Commissioner

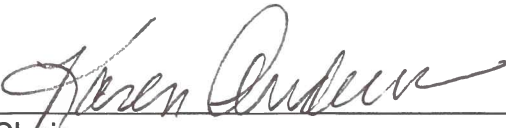
The following Planning Commission members were absent:

Abigail Smith, Vice Chair
Nick Semedallas, Commissioner
Mark Brodie, Commissioner

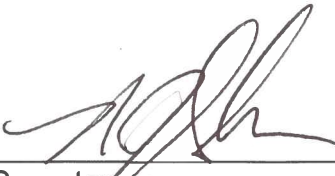
The following staff members were present:

Anne Johnson, Community Development Director
Tawn Hillenbrand, Planning Manager

4. The public hearing regarding a Setback Variance for B-Town Automotive will be continued to February 13, 2025.
5. Adjourn
The meeting was adjourned by Motion of Commissioner Pond and seconded by Commissioner Pond at 7: 27 p.m.



Chairperson



Secretary