

TOWN OF BERTHOUD  
PLANNING COMMISSION  
REGULAR MEETING  
JANUARY 24, 2008  
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The Planning and Zoning Commission of the Town of Berthoud met for a regular meeting on January 24, 2008 in the Board Room at Town Hall. Vice-Chairman Hindman called the meeting to order at 7:03 p.m.

MEMBERS PRESENT:                    Jeff Hindman  
   John Bauer (7:10)  
   David Mineo  
   Rob Liebman  
   Rural Representative John Goreski

MEMBERS ABSENT:                    Chairman Chris Thorne  
   Scott Banzhaf  
   Brian Anderson, Secretary

STAFF/TOWN                            Planning Director Robert Anderson  
   Planning Technician Sue Bowles

Hindman called the meeting to order, and welcomed Rob Liebman, the newest Planning Commissioner.

**CONSENT AGENDA**

The consent agenda consists of the minutes of the meeting of December 13, 2007. Goreski noted that Jeff Hindman should be listed as Vice Chairman. Bauer then moved to approve the minutes of the meeting of December 13, 2007 with the noted change. Second by Hindman. All members voted YES.

**PUBLIC MEETING - FICKEL-MCCARTY HOUSE MUSEUM**  
**SPECIAL USE REVIEW**

Planning Director Anderson introduced this agenda item and explained that the applicant, Berthoud Historical Society is requesting approval of this Special Use Review to allow the Fickel-McCarty House to become a Historic House Museum in an R-1 Zoning District. Staff has reviewed the proposal using the criteria outlined in Section 30-5-105 of the Town of Berthoud Development Code, and has determined that this proposal meets the criteria, with the conditions listed in the staff report, and with the additional condition suggested by the Staff Engineer that the applicant provide a parking agreement with the School District.

Mark French – President of the Berthoud Historical Society addressed the commission and gave a brief summary of the history of the home which was built in 1916 for Dr. D.W. McCarty. French noted that Dr. R.B. Fickel will be deeding the house to the Historical Society and has set up a trust fund to continue operation of the house. This is a wonderful opportunity to preserve the history of this historic home.

Teri Johnson – Vice Pres of the Berthoud Historical Society and director of the museum addressed the Commission. She further discussed the history of the home and

explained that is the Historical Society's plan is to have the home open 3 days a week – one week day and on weekends, with the hours of operation between 9 a.m. and 5 p.m., April through December. Special events and tours can be scheduled. Between 9 a.m. to 9 p.m., and they will be closed on most holidays.

Johnson explained in regards to the parking agreement, she called school district and they have a policy that they follow. It's not a written formal agreement.

Goreski, Mineo and Hindman noted that they are members of the Historical Society.

**After some discussion of the parking issue, Bauer moved to recommend approval of the Fickel-McCarty House Museum with the list of conditions in the staff report including #5 which says: *The applicant acknowledges Section 30-9-203 (Required Spaces), and will ensure that careful planning and monitoring of parking will ensure that surrounding and adjacent property owners are not negatively impacted by the proposed use, rather than the Staff Engineer's condition that they have an agreement with the school district. Mineo second. All members voted YES.***

#### **STAFF REPORTS**

Planning Director Anderson reported that the next several months are going to be busy for the Commission since there are several projects going through the development review process, including Heron Lakes, Heritage Ridge, Westhaven, and several others.

There was some discussion regarding the questions that had been sent to the Town's Attorney. It was decided that all Commissioner's submit their questions to Director Anderson by February 28<sup>th</sup>, and then staff will schedule Attorney Fickel to address those questions at an upcoming meeting.

Meeting adjourned at 7:35 p.m.

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Brian Anderson, Secretary

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Sue Bowles, Planning Technician