



**Garden
Spot of
Colorado**

**Town of Berthoud Planning Commission
Town Hall
Board Room
807 Mountain Avenue, Berthoud, CO 80513
December 11, 2025 at 6:30 p.m.**

1. Meeting called to order – Chairperson Anderson at 6:31 p.m.
2. Pledge of Allegiance
3. Roll Call

The following Planning Commission members were present:

Karen Anderson, Chair
Abigail Smith, Vice Chair
Marc Hofmans, Commissioner
Nick Semedallas, Commissioner
Bryce Filho, Commissioner
David Pond, Commissioner
Stacy Sigman, Commissioner

The following staff members were present:

Anne Johnson, Community Development Director
Tawn Hillenbrand, Planning Manager
Bella Manzo, Planner

4. Approval of Minutes from November 13, 2025, were moved for approval by Commissioner Sigman and a second to the motion was made by Commissioner Semedallas.
5. Public Hearing: Gateway Apartments
The Public Hearing to consider the request for the Gateway Apartments Neighborhood Master Plan and Rezone was cancelled at the request of the applicant in order to return to development review. The Public Hearing before the Planning Commission will be rescheduled after additional development review.
6. Report by Staff:
 - a. The Town Board of Trustees heard the second reading of the 2024 I-Codes and Fire Code and approved the adoption of both codes at their meeting on November 25, 2025.
 - b. The Town Board of Trustees heard and approved a historic alterations request for the property at 315 Mountain Ave at their meeting on November 25, 2025.
 - c. The Town Board of Trustees heard the second reading of updates to the Town of Berthoud Three-Mile Plan and Engineering and Infrastructure Design Standards and Construction Specifications, and approved these updates at their meeting on December 9, 2025. These updates will appear by reference in Section 30-6-102 of the Berthoud Municipal Code, and as an insert in the 2021 Comprehensive Plan.

- d. There will be a public hearing for a land use matter at the meeting of the Planning Commission on January 8, 2026.

7. Adjourn

The meeting was adjourned by Motion of Commissioner Semedalas and seconded by Commissioner Hofmans at 6:57 p.m.

Chairperson

Secretary