

# PLANNING COMMISSION INFORMATION

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## COMMUNITY DEVELOPMENT DEPARTMENT



<b>Meeting Date:</b>	<b>January 8, 2026</b>
<b>Agenda Title/Subject:</b>	<b>Annual Review of Ordinance 1241 and Member Terms</b>
<b>Type of Item:</b>	<b>Regular Item</b>
<b>Purpose:</b>	<b>Annual Review of Ordinance 1241, Membership in the Town of Berthoud Planning Commission; Terms and membership</b>
<b>Presented by:</b>	<b>Anne Johnson, Community Development Director</b>

### ATTACHMENTS:

- Ordinance 1241

### BACKGROUND

The Planning Commission witnessed stable membership in 2025. Due to this stability, the Planning Commission did not have frequent orientation sessions inclusive of review of Ordinance 1241. With hope that this pattern of consistency continues, staff will present Ordinance 1241 at the first meeting of Planning Commission each year. An overview of the attached Ordinance is below:

- The Town Board of Trustees appoint citizens to the Planning Commission
- The Planning Commission shall be composed of 7 citizens of Berthoud
- Each member shall be appointed to a 3-year term
  - A member may be appointed to fill a vacancy and that newly-appointed member's term shall follow the original term
- Planning Commissioners shall not serve more than 2 consecutive terms
  - If applicants do not apply, a member may serve additional consecutive terms
- A member shall not miss more than:
  - Four or more meetings in a calendar year; or
  - Four meetings in a four-month period

Planning Commissioners were appointed to their original terms as listed below:

- Karen Anderson, Chair, 2<sup>nd</sup> term expires 9/2027
- Abigail Smith, Vice Chair, 2<sup>nd</sup> term expires 11/2026
- Nick Semedallas, Secretary, 1<sup>st</sup> term expires 8/2026
- Bryce Filho, 1<sup>st</sup> term expires 7/2027
- Marc Hofmans, 1<sup>st</sup> term expires 1/2027
- David Pond, 1<sup>st</sup> term expires 9/2027
- Stacy Sigman, 1<sup>st</sup> term expires 9/2027

**UPDATE/NEXT STEPS:**

The Planning Commissioners with terms expiring in 2026 will need to reapply if they are wanting to serve another term, even if the term will be their third term. In the event additional applicants do not apply, Planning Commissioners may be reappointed for a third term due to lack of applicants. More information will follow later in 2026.

**RECOMMENDED ACTION(S):**

The information contained in this memo is informational only.