



STAFF REPORT

DATE: January 2, 2018
REGULAR #10

AGENDA ITEM: Planning Commission Appointments

SUBMITTED BY: Kristina Handt, City Administrator

BACKGROUND:

The Planning Commission is established to meet the requirements of state statute; to develop and enforce the Comprehensive Plan and amendments to the plan, subject to Council approval and the requirements of the Municipal Planning Act; and to review and make recommendations on subdivisions, zoning applications, planned unit developments, and site and building plans as provided by ordinance. No expenditures by the Commission shall be made unless and until authorized for the purpose by the Council. The Planning Commission shall consist of 7 voting members and 2 non-voting alternate members. The voting members shall be appointed for a 3-year term so that only 1/3 of the appointments will expire on December 31 of each year.

The terms of two commissioners expired 12/31/17: Todd Williams and Rolf Larson. The city notified both individuals of their terms expiring in early December asking them to reapply if they were interested in another term. The city also advertised for applications from the general public.

ISSUE BEFORE COUNCIL:

Who should the Council appoint to the Planning Commission as alternates?

PROPOSAL:

With Todd and Rolf not expressing an interest in re-applying, staff would recommend the first and second alternates (Terry Emerson and Stuart Johnson) be moved to voting members for a three year term each expiring on 12/31/2020. Council may then appoint two new alternates.

The following individuals have expressed an interest in being appointed to the Planning Commission:

Kathy Weeks
Tucker Pearce
Mardi Kiner

A special Council meeting is being held at 5pm on January 2nd to interview the applicants. If Tucker Pearce is appointed to the Planning Commission he intends to resign from the Parks Commission which would create a second opening on that body.

OPTIONS:

Any two of the above individuals would be eligible for appointment to the Planning Commission.

RECOMMENDATION:

“Move to make Terry Emerson and Stuart Johnson voting members of the Planning Commission for terms ending 12/31/2020.”

AND

*“Move to appoint _____ and _____ to the Planning Commission as alternates
1 and 2 respectively”*

Or take the appointments separately (2 motions)

“Move to appoint _____ to the Planning Commission as 1st alternate”

“Move to appoint _____ to the Planning Commission as 2nd alternate”