



STAFF REPORT

DATE: December 3, 2024
REGULAR

TO: Honorable Mayor and City Council

AGENDA ITEM: Planning Commission Appointments

SUBMITTED BY: Julie Johnson, City Clerk

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. 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 expire 12/31/2024: Kyle Risner and Brian Steil. In addition, the city has two vacancies on the planning commission for terms ending 12/31/25. The City advertised for applications for those interested in serving on the Planning Commission from the general public.

ISSUE BEFORE COUNCIL:

Who should the City Council appoint to the Planning Commission?

PROPOSAL:

Commissioners Risner and Steil are not seeking reappointment. The city received four applications, and those four individuals have been scheduled for interviews at a special meeting preceding the December 3rd City Council meeting.

OPTIONS:

- 1) Appoint commissioners from the pool of applicants
- 2) Continue to advertise for interested applicants

RECOMMENDATION:

“Move to appoint _____ to the Planning Commission for a term ending 12/31/2025”

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