



## STAFF REPORT

DATE: February 7, 2017

**REGULAR**

ITEM #: 16

**AGENDA ITEM:** Planning Commission Appointment

**SUBMITTED BY:** Kristina Handt, City Administrator

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### **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.

Wendy Griffin submitted her resignation from the Planning Commission on January 30<sup>th</sup>.

### **ISSUE BEFORE COUNCIL:**

Whom should the Council appoint to the Planning Commission as second alternate?

### **PROPOSAL:**

Wendy Griffin's term goes until 12/31/18. As first alternate, Kristina Lundquist should be moved up to fill Griffin's term as a matter of ordinance since there is a vacancy. Kathy Haggard then would move from second alternate to first alternate.

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

Jesse Hartley

Terry Emerson

### **OPTIONS:**

Any of the individuals above could be appointed as second alternate to the Planning Commission.

### **RECOMMENDATION:**

*"Move to appoint \_\_\_\_\_ to the Planning Commission as 2<sup>nd</sup> alternate"*