



Cover Memorandum/Staff Report

File #: 23-1451

Agenda Date: 11/7/2023

Item #: 7.F.

TO: Mayor and Commissioners
FROM: Katerri Johnson, City Clerk
THROUGH: Terrence R. Moore, ICMA-CM
DATE: November 7, 2023

NOMINATION FOR APPOINTMENT TO THE PLANNING AND ZONING BOARD

Recommended Action:

Motion to approve nominations for appointment for seven (7) regular members to serve on the Planning and Zoning Board. The appointments of the seven (7) member boards will be staggered so that three (3) members shall be appointed for an initial term of one (1) year ending August 31, 2024 with the balance of the members being appointed for an initial term of two (2) years ending August 31, 2025.

Background:

There are seven (7) vacancies for a regular member to serve on the Planning and Zoning Board. Nominations for appointment are needed for four (4) regular members to serve two (2) years terms ending August 31, 2025 and three (3) regular members to serve one (1) year terms ending August 31, 2024.

Section 32.08(C) of the Code of Ordinances provides that "in the case of reorganization or reconstitution of an advisory board or Committee, three (3) members shall be appointed for an initial term of one year, with the balance of the members being appointed for an initial term of two (2) years.

Thereafter, all appointments shall be for two (2) years. Every appointee will be eligible to serve two full two-year successive terms.

To qualify for appointment at least five seats on the Board must be filled with either an architect, landscape architect, land use attorney, realtor/real estate broker, civil engineer, general contractor, land planner or interior designer. The remaining two seats shall be at large. The appointing body shall endeavor to appoint as many of the required disciplines as possible to the Board.

The following individuals have submitted applications and would like to be considered for appointment:

(See Exhibit "A" attached)

A check for code violations and/or municipal liens was conducted. None were found. Voter registration verification was completed and all are registered.

Based on the rotation system, the nomination for appointments for four (4) regular members to serve a two (2) year term ending August 31, 2025, will be made by Commissioner Frankel (Seat #1), Deputy Vice-Mayor Long (Seat #2), Vice-Mayor Boylston (Seat #3), and Commissioner Burns (Seat #4).

Based on the rotation system, the nomination for appointments for three (3) regular members to serve for an initial one (1) year term ending August 31, 2024, will be made by Mayor Petrolia (Seat #5), Commissioner Frankel (Seat #1), and Deputy Vice-Mayor Long (Seat #2).