



REPORT TO: CITY COUNCIL

MEETING DATE: FEBRUARY 22, 2021

Agenda Item:

10 a. & b. CC-21-29

Background / Issue:

The Board of Adjustment and Planning Commission have vacancies that need to be filled. It has been difficult at times to meet quorum requirements during the pandemic. Having a full membership will assist in resolving any future issues.

Board of Adjustment

The Board of Adjustment consists of five members. The BOA is empowered by city code to conduct hearings and render decisions on matters of appeals, variances, and special exceptions to the zoning ordinance. The board is considered to be quasi-judicial in that its decisions can only be overturned by district court. Term length is three years.

Current Members	Term Expiration	Term
Craig Spencer	2/2022	2 nd
Terri Ventress	2/2022	3 rd
Mark Nordquist	2/2024	1 st
Dora Busch	2/2024	1 st
Vacant	2/2024	Unexpired Term

Planning Commission

The Planning Commission consists of five members who have knowledge pertaining to the physical, social, and economic development and betterment of the city. The Commission oversees the operation of the zoning ordinance through the review and a recommendation on all rezoning, special use permits, site plans, and ordinance text amendments. The subdivision, platting, and re-platting of land is approved by the Planning Commission. In general, the Planning Commission may consider and investigate any subject matter relating to the development and betterment of the City. Term length is three years.

Current Members	Term Expiration	Term
Brad Rickelman	7/2021	2 nd
Vacant	7/2021	Unexpired Term
Mike Shanahan	7/2021	1 st
Brett Allred	7/2024	1 st
Jana Phillips	7/2024	1 st

Proposal/Solution:	<ul style="list-style-type: none">• Applications received for consideration are attached.
Related Strategic Priority:	#6 Civic Engagement: To encourage participation and an understanding of government through outreach and inclusiveness.
Recommended Action/Motion:	Recommendation for Mayor Joyce to appoint from the pool of applicants one member to serve on the Board of Adjustment and one member to serve on the Planning Commission.
Prepared By:	Patti Osmus, Assistant to the City Manager
Submitted By:	Norman McNickle, City Manager