



# City Council Agenda Item Report

January 15, 2013

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**SUBJECT: DELIBERATION AND POSSIBLE ACTION REGARDING APPOINTMENTS TO THE  
PLANNING & ZONING COMMISSION.**

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## 1. BACKGROUND/HISTORY

The terms for four members of the Planning & Zoning Commission expire in January 2013. In addition, there remains an unfilled partial term created when Jose Montoya resigned following his election to City Council. In November, Dwight Stewart was selected to fill a partial term created by Commissioner Gomez's resignation resulting from work schedule conflicts.

Henry Altmiller is anticipated to resign resulting from the election of his spouse Eileen Altmiller to City Council. However, Mr. Altmiller has indicated a willingness to remain on the Commission until such a time as vacancies are filled and there is no longer a risk of losing quorum.

### Planning & Zoning Commission

The P&Z is an advisory body to the Mayor and City Council. Its powers and duties include:

- Develop, support, and recommend updates and amendments to the city's comprehensive plan, at the direction and with the approval of the mayor and city council;
- Advise the mayor, city council and staff on matters related to the creation of and amendments to the Land Development Code for the city;
- Propose regulations governing the subdivision and zoning of land within the planning and platting jurisdiction of the city;
- Review and recommend consent, denial, or conditional consent to zoning and subdivision platting and zoning and site development applications within the platting and planning jurisdiction of the city; and
- Perform such other functions as the city council may from time to time grant to the commission for the purpose of promoting the health, safety, morals or general welfare of the city.

The membership characteristics of the P&Z are:

- 7 members
- No more than 2 members may be residents of the ETJ
- 2-year staggered terms, with 4 appointed in January of even-numbered years and 3 appointed in April of odd-numbered years
- Maximum of 3 consecutive terms

- A member serving to fill an unexpired term shall be eligible for reappointment to serve 2 full 2-year terms

## 2. FINDINGS/CURRENT ACTIVITY

Current membership and expiration for the Commission is as follows:

### **Planning & Zoning Commission**

Highlighted places indicate those in need of City Council action:

Commissioner	Location	Term Expiration	Term Status/Eligibility
Britton	Cullen Country	1/2013	1 <sup>st</sup> Term
Stewart	Whispering Hollow	1/2014	1 <sup>st</sup> Term
Altmiller	Old Town	1/2013	
Gray	Main Street	1/2014	Final Term
Graham	Garlic Creek	1/2013	1 <sup>st</sup> Term
Strother	Creekside Park	1/2013	1 <sup>st</sup> Term
Vacant unexpired (Montoya)		1/2014	

Staff has not received a sufficient number of applications to fill all vacancies, but it is critical to ensure a quorum of the Commission is maintained.

For the four positions available, Staff has received four applications from the following:

- Application for Reappointment from Michael Britton, resident of Cullen Country
- Application for Reappointment from Shawn Graham, resident of Garlic Creek (pending receipt of application)
- Application for Reappointment from Colin Strother, resident of Creekside Park (pending receipt of application)
- Application for Appointment from Ann Pennington, resident of Old Town

## 3. FINANCIAL IMPACT

N/A

## 4. ACTION OPTIONS/RECOMMENDATION

During regular appointment cycles, the City Council has requested sufficient applications to generate a competitive appointment process. Staff has put forth efforts, including an insert in the utility bill, in hopes of attracting additional interest. Staff encourages the City Council to seek out potential Commission members in the community to assist in filling all positions.

## 5. ATTACHMENTS

- Applications for Appointment & Reappointment
- Bylaws
- Enabling Ordinance