

CITY OF FLAGSTAFF
STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Stacy Fobar, Deputy City Clerk
Date: 08/20/2019
Meeting Date: 08/27/2019



TITLE:

Consideration of Appointments: Planning and Zoning Commission.

STAFF RECOMMENDED ACTION:

Make one appointment to a term expiring December 2020.
Make one appointment to a term expiring December 2021.

Executive Summary:

The Planning and Zoning Commission consists of seven citizen members and serves as an advisory board to the Council on matters relating to the growth and physical development of the City. The commission also conducts hearings on amendments to the Zoning Map, tentative subdivision plats, and Development Review Board appeals. There are currently two seats available due to resignations. It is important to fill vacancies on Boards and Commissions quickly so as to allow the Commission to continue meeting on a regular basis.

There are four applications currently on file, they are as follows:

Richard Becher (new applicant)
Carole Mandino (new applicant)
P. Lloyd Paul (new applicant)
Gaylene Soper (new applicant)

Richard Becher is currently a commissioner on the Board of Adjustment. Upon review of Mr. Becher's background, staff recommended that he apply for the Planning and Zoning Commission. If appointed, Mr. Becher would resign from the Board of Adjustment and would be assigned as the new Planning and Zoning Representative for the Board of Adjustment. Mr. Becher's appointment to the Planning and Zoning Commission is contingent on his resignation from the Board of Adjustment.

Staff recommends filling the two vacant seats as soon as possible to ensure that a quorum of members will be available to conduct hearings on amendments to the Zoning Map, tentative subdivision plats, and Development Review Board appeals. In an effort to reduce exposure to personal information the applicant roster and applications will be submitted to the City Council separately.

Council Appointment Assignment: Councilmember Odegaard and Mayor Evans

Financial Impact:

These are voluntary positions and there is no budgetary impact to the City of Flagstaff.

Policy Impact:

None

Connection to Council Goal, Regional Plan and/or Team Flagstaff Strategic Plan:

There is no Council goal that specifically addresses appointments to Boards and Commissions; however, boards and commissions do provide input and recommendations based on City Council goals that may pertain to the board or commission work plan.

Has There Been Previous Council Decision on This:

None

Options and Alternatives:

- 1) Appoint two Commissioners; by appointing Commissioners at this time, the Planning and Zoning Commission will have one expired, occupied seat, but will still allow the group to meet and provide recommendations to the City Council.
- 2) Table the action to allow for further discussion or expand the list of candidates.

Community Involvement:

The City's boards, commissions, and committees were created to foster public participation and input and to encourage Flagstaff citizens to take an active role in city government.

Expanded Options and Alternatives:

INFORM: The vacancies are posted on the City's website and individual recruitment and mention of the opening by Board members and City staff has occurred, informing others of these vacancies through word of mouth.

Attachments: P&Z Authority