

Capitola City Council

Agenda Report



Meeting: December 12, 2024
From: City Manager Department
Subject: Planning Commission Appointments

Recommended Action: City Council provide a report on individual Planning Commission Appointments.

Background: The City of Capitola’s Planning Commission is responsible for reviewing land use and development permits (including Conditional Use Permits, Coastal Development Permits, Design Permits, etc.) for consistency with the Capitola General Plan and Municipal Code. The Planning Commission also provides recommendations to the City Council on General Plan amendments and rezoning requests, such as the Housing Element update in 2024.

The Planning Commission is comprised of five members, each appointed by an individual City Council Member. The Planning Commission was originally established in May 1949, through the adoption of Ordinance No. 32.

Members of the Planning Commission are appointed for two-year terms. The current Planning Commissioners’ terms expire in December 2024, requiring Councilmembers make reappointments or new appointments for the next term.

Discussion: Capitola Municipal Code 2.12.020 states that each City Council Member may appoint one planning commission member.

As a part of the advisory body appointment process, staff published a vacancy notice on the City website and through social media. Attachment 1 includes all applications received by the City Clerk’s office by the November 22nd deadline. Staff recommends that Councilmembers announce their appointments of Commissioners at this meeting; no Council action is required.

Current Planning Commission Composition

Commissioner Name	Appointed By
Courtney Christiansen*	Brooks
Paul Estey*	Pedersen
Gerry Jensen	Clarke
Susan Westman*	Morgan
Peter Wilk*	Brown

**Indicates a request for reappointment*

Fiscal Impact: None.

Attachments:

1. Planning Commission Applications

Report Prepared By: Rosie Wyatt, Acting Deputy City Clerk

Reviewed By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager