

# COBURG CITY COUNCIL ACTION/ISSUE ITEM



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## TOPIC: Planning Commission Appointment

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Meeting Date: December 14, 2021  
Staff Contact: Megan Winner, Planner  
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### REQUESTED COUNCIL ACTION

Consider appointment of Alan Wells to the Planning Commission.

**Recommended Motion:** *I move to recommend Mayor Smith appoint Alan Wells to Planning Commission for a two-year term expiring in October 2023.*

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### BACKGROUND

Currently, there is one Planning Commission vacancy. Alan Wells submitted an application and demonstrated that he meets the requirements of the Planning Commission. At their October 20, 2021 meeting, the Planning Commission reviewed, interviewed and provided a unanimous (4-0) recommendation to appoint the applicant.

Planning Commission Bylaws:

- *Section 1. The planning commission shall consist of seven members to be appointed by the City Council. Five members shall be City residents. One, but not more than two may live not within the City but either within the area of influence as defined by the Comprehensive Plan, or own real property within the City or be an owner or partner of a business in the city limits. The area of influence is the City plus six miles adjacent thereto.*
- *Section 2. No more than two members shall be engaged principally in buying, selling, or developing of real estate for a profit as individuals or be members of any partnership, or officers of or employees of any corporation that is engaged principally in buying, selling, or developing real estate for a profit. No more than two members shall be engaged in the same kind of business, trade or profession (ORS 227.030).*
- *Section 3. Members shall be appointed for two year terms, renewable upon majority vote of the commission present at a meeting.*

The position appointment expires in October 2023 and will come back to City Council for reappointment.

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**RECOMMENDATION AND ALTERNATIVES**

1. Appoint applicant to Planning Commission.
2. Do not appoint applicant to the position. This action would result in a continued vacancy.
3. Taking no action would result in a continued vacancy.

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**BUDGET / FINANCIAL IMPACT**

The financial impact of this action is negligible.

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**PUBLIC INVOLVEMENT**

None.

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**NEXT STEPS**

If appointed, the new Planning Commissioner will be notified of the next scheduled meetings and be provided background materials.

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**ATTACHMENTS**

A. Alan Wells Planning Commission application

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**REVIEWED THROUGH:**

**Anne Heath, City Administrator**