



## PLANNING & ZONING MEMORANDUM

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**TO:** Planning & Zoning Commission

**FROM:** Matt Chesmore – Building Official

**DATE OF MEETING:** April 1<sup>st</sup>, 2025

**ITEM TITLE:** Commissioner resignation

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### BACKGROUND:

Matthew Mayner, a commissioner of the Independence Planning and Zoning Commission has officially submitted a letter of resignation of his commissionership, effective immediately. Mayner has accepted an appointment as the 5<sup>th</sup> Ward, Independence Councilman.

Section 21.04.02 of the Independence Zoning Ordinance state: “Vacancies shall be filled by appointments for unexpired terms only. All members of the Commission shall serve without compensation except for actual expenses, which shall be subject to the approval of the City Council.

The Mayor of Independence will seek out a candidate to fill this vacancy and once chosen, the City Manager will bring this person forward to the City Council for appointment to the Planning and Zoning Commission.

The newly appointed commissioner will complete Mr. Mayner’s term, that was to expire on December 31<sup>st</sup>, 2027. Then on or about January 1, 2028, the Mayor of Independence will need to appoint a commissioner to fulfill a full term as noted in the rotation of all commissioners.

It is important to note that the Planning and Zoning Commission is required to have a majority of members present to constitute a quorum. This will require 4 members to be present at any official meeting where the commission would need to move to vote and make a recommendation to any other public entity. While it is highly encouraged to attend every meeting, during this vacancy it is notably urgent that most remaining commissioners do as official business may not be conducted in the absence of a quorum.

### RECOMMENDATION:

Staff recommends the Independence Planning and Zoning Commission accepts Mayner’s letter of recommendation.