

Montgomery City Council  
**AGENDA REPORT**

<b>Meeting Date:</b> September 28, 2021	<b>Budgeted Amount:</b> N/A
<b>Department:</b> Admin	<b>Prepared By:</b> Dave McCorquodale

**Subject**

Consideration and possible action regarding appointment of Planning & Zoning Commission positions expiring on October 1, 2021.

**Recommendation**

Reappoint the following Planning & Zoning Commissioners for the term beginning October 1, 2021 and expiring on September 30, 2023:

Jeffrey Waddell – Place 1  
Britnee Ghutzman – Place 3  
Allyson Clark – Place 5

**Discussion**

The City Code provides the following process for appointment of P&Z Commissioners:

**Sec. 98-50. - Membership and Appointment.** The Planning and Zoning Commission shall be composed of five qualified individuals. These individuals shall be residents of the City and be registered to vote in City elections. The City Council will consider for appointment to the Commission only those persons who have demonstrated their civic interest, general knowledge of the community, independent judgment, interest in Planning and Zoning, and availability to prepare for and attend meetings. It is the intent of the City Council that members shall, by reason of their diversity, constitute a Commission, which is broadly representative of the community. For purposes of planning, the membership is encouraged to regularly include non-voting individuals, as may be appropriate, at their meetings to provide specific areas of expertise. Any member of the commission who has two consecutive absences without justification may be removed from the commission by the city council and the vacancy treated as an unexpired term. Any member of the commission may be removed for just cause upon recommendation from the chairperson of the commission and approval of the city council and the vacancy treated as an unexpired term.

**Sec. 98-51. - Terms of Office.** The terms of three of the members shall expire on October 1 of each odd-numbered year and the terms of two members shall expire on October 1 of each even-numbered year. The members of the commission shall be identified by place numbers one through five. The odd-numbered places shall expire in the odd-numbered years; and the even-numbered places shall expire in the even-numbered years. *Commission members may be appointed to succeed themselves.* Vacancies shall be filled for unexpired terms, but no member shall be appointed for a term in excess of two years. Newly-appointed members shall be installed at the first regular commission meeting after their appointment.

All three members with expiring terms (Jeffrey Waddell, Britnee Ghutzman, and Allyson Clark) have indicated their interest and willingness to serve another term. Staff believes each of them to be valuable members of the Commission and each of three have demonstrated interest in Planning & Zoning, knowledge of the community and a sense of civic pride in Montgomery, and the ability to

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maintain impartial judgement in matters related to the Commission. Additionally, their dedication to preparing for and attending meetings is evident to all who attend, and staff appreciates having active and informed members serving on the Commission.

The P&Z Commission saw the departure of a few long-serving members over the past several years, leaving a gap in the institutional knowledge of the Commission. Through efforts to include formal training sessions and by discussing background issues related to individual agenda items, along with independent research by the members of the Commission, the current Planning & Zoning Commission is well-placed to serve the City as it works to maintain its historic identity in the face of growing development pressure in the area. With that, staff asks the City Council to consider the reappointment of all three members to the Planning & Zoning Commission for another two-year term.

<b>Approved By</b>		
Asst. City Administrator	Dave McCorquodale	Date: 09/24/2021
City Administrator	Richard Tramm	Date: 09/24/2021