



STAFF REPORT

Planning Commission

Meeting Type: Planning Commission
Meeting Date: January 13, 2025
From: Kelly O'Neill Jr. Development Services Director
Subject: Planning Commission Chair Appointments for 2025

DECISION TO BE MADE:

- Appoint the Planning Commission Chair for 2025
- Appoint the Planning Commission Vice Chair for 2025

BACKGROUND / CONTEXT:

In accordance with Section 2.16.070 of Title 2, at the first meeting of each calendar year, the Planning Commission shall elect a Chair and Vice Chair by majority vote from those commissioners. The Chair and Vice Chair shall serve one-year terms. Commissioners shall not serve as the Chair or Vice Chair for more than two consecutive calendar years. The 2024 appointments were Commissioner Wegener as the Chair and Commissioner Lee as the Vice Chair. Chair Wegener did not serve as Chair prior to 2024, while Commissioner Lee has served as Vice Chair for at least the last two consecutive years.

The Chair assists with setting the Commission agenda, setting time limitations for applicants and the public at hearings, presides over meetings and work sessions, reviews final orders, and coordinates with fellow commissioners. The Vice Chair assumes the Chair responsibilities when the Chair is absent.

RECOMMENDATION:

At the January 13, 2025, Planning Commission meeting, appoint a Chair and Vice Chair for the calendar year of 2025.

SUGGESTED MOTION LANGUAGE:

"I move to appoint Commissioner _____ as the Chair and Commissioner _____ as the Vice Chair of the Sandy Planning Commission for the calendar year of 2025."