



City of San Antonio

Agenda Memorandum

File Number:
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Agenda Item Number: 2

Agenda Date: January 25, 2023

In Control: Governance Committee Meeting

DEPARTMENT: Office of the City Clerk

DEPARTMENT HEAD: Debbie Racca-Sittre

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Consideration of At Large Appointments to the Planning Commission (5 available seats) [Debbie Racca-Sittre, Office of the City Clerk; Michael Shannon, Development Services Department]

SUMMARY:

The Planning Commission is comprised of 9 At-Large Board Members appointed by the City Council for overlapping staggered two-year terms. There are 5 available positions with the current commissioners in place serving in holdover status until those positions are filled for a new term of office to expire October 6, 2024.

BACKGROUND INFORMATION:

The nine member At-Large Planning Commission is appointed by the City Council for overlapping staggered two-year terms. Commissioners should represent as nearly as practicable various areas of the City. In addition to the nine members, there are four Ex-Officio members that include: the

City Manager, a Councilmember designated by City Council, the Chairman of the Zoning Commission, and the Chairman of the Zoning Board of Adjustment. The Ex-Officio members may vote but their votes do not count towards a quorum.

The Planning Commission has the principal duty of acting as an advisory body to the City Council to consider comprehensive, City-wide development consisting of the following:

- Final approving body for Subdivision Plats, Subdivision Variances, and Planned Unit Developments (PUDs) in the City and extraterritorial jurisdiction
- Appellate body for Rights Determinations (vested rights), Master Development Plans (MDPs), and Certificates of Determination (plat exceptions)
- Recommending body to City Council for street closures, street name changes, license agreements, encroachments, land transactions, Unified Development Code (UDC) Amendments, the Parks Plan, Capital Improvements Program (CIP), Annexation, Master Plan amendments (including Neighborhood, Community and Sector plans), and Major Thoroughfare Plan Amendments

The City is currently seeking applicants to fill 5 available At-Large Citizen positions which include 4 possible reappointments and 1 vacancy. All five seats will have a new term of office to expire October 6, 2024. A Press Release was issued on October 11, 2022 announcing the 5 available seats and a total of 8 applications were received.

ISSUE:

Board appointments require full City Council approval. Terms are for two (2) years with no term limitations. The recommended appointments will serve a new term of office to expire October 6, 2024.

FISCAL IMPACT:

There is no fiscal impact.

ALTERNATIVES:

The Governance Council Committee could elect to not make recommendations and the Office of the City Clerk would continue to promote vacancies.

RECOMMENDATION:

The Office of the City Clerk and Development Services Department recommends approval of the Governance Council Committee's recommendation for appointments to the Planning Commission. The recommended appointments will be submitted to the full City Council at the next available

City Council Meeting for approval.