



# City of San Antonio

## Agenda Memorandum

**File Number:**  
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**Agenda Item Number:** 2

**Agenda Date:** January 11, 2022

**In Control:** Governance Committee Meeting

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**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 (4 vacancies).

**SUMMARY:**

The Planning Commission is comprised of 9 At-Large Board Members appointed by the City Council for overlapping staggered two-year terms. 4 vacancies currently exist, current commissioners are in hold over status until positions are filled.

**BACKGROUND INFORMATION:**

The 9 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 9 members there are 4 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. These members may vote but 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 4 vacancies: 1 possible reappointment and 3 vacated seats.

**ISSUE:**

Board appointments require full City Council approval. Terms are for two (2) years with no term limitations. The recommended appointments will serve for the remainder of unexpired terms of office to expire October 6, 2023.

**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 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.