



City of Culver City

Staff Report

File #: 25-32, **Version:** 1

Item #: A-1.

PC - ACTION ITEM: (1) Selection of the Chair and Vice Chair; and (2) Selection of the Committee Members

Meeting Date: July 10, 2024

Contact Person/Dept: Emily Stadnicki, Current Planning Manager

Phone Number: (310) 253-5727

Fiscal Impact: Yes [] No [X]

General Fund: Yes [] No [X]

Public Hearing: []

Action Item: [X]

Attachments: [X]

Public Notification: (Email) Meetings and Agendas - Planning Commission (07/03/2024)

Department Approval: Mark E. Muenzer, Planning and Development Director (07/03/2024)

RECOMMENDATION:

Staff recommends that the Planning Commission select the Chairperson, Vice Chairperson and committee members to serve in the designated roles for the term of 12 months.

BACKGROUND:

Planning Commission Bylaws establish that at the first regular meeting after July 1, the Commission shall select the Commission Chairperson and Vice-Chairperson and make committee appointments by majority vote. The list of officers and committees are:

- A. Planning Commission:
 - a. Chairperson
 - b. Vice-Chairperson

- B. Board of Zoning Adjustment:
 - a. 2 members

DISCUSSION/ANALYSIS

The election for the new Chair shall be conducted by the current Chairperson. Once the new Chairperson is selected then that person conducts the election of the Vice-Chairperson followed by committee appointments. A quorum is required but interested appointees do not need to be present.

Attachment No. 1 lists current Planning Commission officers and committees, basic committee meeting information, the past year's appointees, and a brief description of the committee.

ATTACHMENTS

1. Planning Commission Officer and Committee Listing

MOTIONS

That the Planning Commission:

1. Elect Commissioner _____ to the position of Chair;
2. Elect Commissioner _____ to the position of Vice-Chair;
3. Appoint Commissioners _____ and _____ to the Board of Zoning Adjustment; and