



City of Culver City

Mike Balkman
Council Chambers
9770 Culver Blvd.
Culver City, CA 90232
(310) 253-5851

Staff Report

File #: 23-11, **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 13, 2022

Contact Person/Dept: Susan Herbertson, Senior Planner
Erika Ramirez, Current Planning Manager

Phone Number: (310) 253-5710

Fiscal Impact: Yes ☐ No ☒

General Fund: Yes ☐ No ☒

Public Hearing: ☐ **Action Item:** ☒ **Attachments:** ☒

Public Notification: (Email) Master Notification List (7/8/22); (Posted) City website (7/8/22).

Department Approval: Sol Blumenfeld / Community Development Director (07/08/2022))

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
- C. Community Development Block Grant Advisory Committee:
 - a. 1 member
 - b. 1 alternate

DISCUSSION/ANALYSIS

With the recent end of the Chairperson's term, the election for the new Chair shall be conducted by the current Vice Chairperson. Once the new Chairperson is selected then that person conducts the election of the Vice-Chairperson followed by committee appointments.

For reference, Attachment No. 1 lists current Planning Commission officers and committees, basic committee meeting information, and the past year's appointees. Attachment No. 2 provides a brief description of each committee.

ATTACHMENTS

1. Planning Commission Officer and Committee Listing
2. Description of Committees

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
4. Appoint Commissioner _____ as member and Commissioner _____ as alternate member to the Community Development Block Grant Advisory Committee.