

Planning and Zoning Board Agenda Item Report

Agenda Item No. 9.b

Submitted by: Brooke Dodson

Submitting Department Planning

Meeting Date: November 9, 2023

SUBJECT

2024 Chair and Vice Chair Appointment Nominations

Recommendation:

Recommendation to Town Council

Updates/History of Briefing:

N/A

Executive Summary and Background Information:

In accordance with Section 2.2.2.E.1 of the Unified Development Ordinance (UDO), the Planning and Zoning Board (PZB) is to make a recommendation to the Town Council on the selection of a Chair and Vice-Chair on an annual basis. The Chair presides over all Board meetings and the Vice-Chair presides over meetings in the Chair's absence. Officers may be appointed to successive terms without limitation. All Board members can vote, but only regular voting members can be nominated for Chair or Vice-Chair. At the November 9, 2023 meeting, nominations will be accepted for Chair and Vice-Chair. After members are nominated for Chairperson, the Board will be asked to vote on the nomination. After these votes are totaled and a recommended Chairperson is identified, a second vote will be held in which members will be asked to nominate and then vote on a Vice-Chair. The Planning and Zoning Board recommendation for 2024 Chair and Vice-Chair will then be forwarded to the Town Council for consideration and action.

Advisory Board/Committee Review:

Planning and Zoning Board

Insert Date of Advisory Board/Committee Review:

2023-11-09

Advisory Board/Committee Recommendation and/or Vote:

Vote

Potential Options:

None

Staff Recommendation:

None

ATTACHMENTS

- [2024 PLANNING ZONING BOARD Chair Voting Ballot.pdf](#)
- [2024 PLANNING ZONING BOARD Vice Chair Voting Ballot.pdf](#)