



## MEMORANDUM

<b>TO:</b>	<b>Honorable Mayor and Members of the City Council</b>
<b>FROM:</b>	<b>Suzanne Sherman, City Manager</b>
<b>THRU:</b>	<b>Lisa Frazier, Growth Management Director</b>
<b>DATE:</b>	<b>April 18, 2024</b>
<b>RE:</b>	<b>Consideration of an amendment to the by-laws for the Planning and Zoning Board.</b>

The Planning and Zoning Board By-Laws requires updating from time to time. The proposed amendment primarily modifies agenda titles of regular business meetings and adopts the speaker time limits currently practiced by City Council. The proposed language is attached in legislative style with additions between >>arrow<< symbols and deletions in strikethrough format.

### REQUESTING DEPARTMENTS:

Growth Management

### STAFF RECOMMENDATION:

Motion to approve

### Planning & Zoning Board Recommendation:

Planning and Zoning Board minutes are not fully transcribed at this time; the following is an excerpt:

**Motion** by Ms. Jordan, **Seconded** by Mr. McLeod to submit the Planning and Zoning Board By-Laws to the City Council for approval.

**Result:** Carried 5 to 1

**Aye:** Boerema, Jaffe, Jordan, McLeod, Warner

**Nay:** Olszewski

**Abstain:** None

### ATTACHMENTS:

1. P&Z By-Laws Amendment – 04-03-2024