

**REPORT TO MAYOR AND COUNCIL**

TO THE HONORABLE MAYOR AND COUNCIL:

DATE: July 28, 2015

SUBJECT: ANNOUNCEMENT OF AN UNSCHEDULED VACANCY ON THE CITY OF CONCORD PLANNING COMMISSION

Report in Brief

In accordance with Policy and Procedure No. 89, this announcement initiates a recruitment to fill an unscheduled vacancy on the Planning Commission for a term expiring February 28, 2017.

Background

On July 14, 2015, Planning Commissioner Tim McGallian was appointed as the City Treasurer, leaving an unscheduled vacancy on the Planning Commission. This recruitment is to fill the vacancy on the Planning Commission to complete Commissioner McGallian's term that expires February 28, 2017.

Discussion

The **Planning Commission** consists of five members serving staggered four-year terms. All members must be residents of Concord. The Commission meets the 1st and 3rd Wednesday of each month at 7 p.m. in the City Council Chamber at 1950 Parkside Drive and members receive a small stipend per meeting. Members are expected to develop and maintain a long range comprehensive General Plan of the Concord planning area, review developments, tentative subdivision maps, use permits, and rezoning applications. Planning Commission meetings are televised live on Channel 28 (Comcast) and Channel 29 (Astound).

Public Contact

A Notice of Vacancy was posted at the Senior Citizen's Center, Concord Police Department, Concord Library buildings, and in the City's agenda display case on July 17, 2015.

A news release will be issued and distributed to our current distribution list following the announcement of the opening. The announcement will be televised on the Concord TV Cable Channel 28 (Comcast) and Channel 29 (Astound) Community Bulletin Boards. The news release will be posted at the Senior Citizen's Center, Concord Police Department, and Concord Library, in the City's agenda display case, and posted on the City's webpage.

**ANNOUNCEMENT OF OPENINGS ON CONCORD'S
PLANNING COMMISSION**

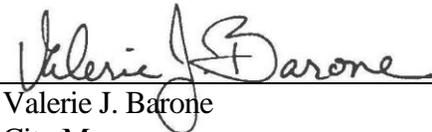
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Recommendation for Action

Staff recommends that the City Council announce a recruitment to fill an unscheduled vacancy on the Planning Commission; and set Friday, August 28, 2015, at 5 p.m. as the deadline for receipt of applications by the City Clerk.

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