

**CITY OF NORWALK
REPORT TO THE NORWALK PLANNING COMMISSION**

ITEM: Discuss upcoming election of Commission Chair and Vice-Chair

MEETING DATE: January 25, 2016

STAFF CONTACT: Luke Parris, AICP
City Planner

GENERAL DESCRIPTION: Stephanie Riva, the past Chair of the Planning and Zoning Commission, was recently elected to the City Council. Chair Riva took her position on the City Council in January 2016. This has left the Commission without a Chair going forward. Additionally, the Vice-Chair of the Planning and Zoning Commission has also notified staff that he is unable to serve going forward.

Staff has advertised the two vacant Commission spots on the City website and has received eight applications. The Mayor is currently reviewing the applications and will make appointments at an upcoming City Council meeting.

The Commission will need hold a vote to elect a new Chair, Vice-Chair, and Secretary. Staff recommends that the Commission wait until the new members are appointed before the vote is held.