City of Santa Fe, New Mexico

LEGISLATIVE SUMMARY
Bill No. 2015-___
Planning Commission

SPONSOR(S): Councilor Bushee

SUMMARY: The proposed bill amends Section 14-2.3(D) SFCC 1987; establishing membership requirements for the planning commission.

1. Each district within the city shall have at least one representative on the commission in addition to the following requirements:

    - One member shall be a nominee of the Old Santa Fe Association;
    - One member shall be a nominee of the Santa Fe neighborhood network;
    - One member shall be a nominee from the local affordable housing roundtable;
    - One member shall be a representative of the architecture, construction, development or real estate community;
    - One member shall be a representative of the landscape architect or landscape designer community; and

2. Four (4) members shall be appointed at-large.

Note: Research of other city models determined many cities have adopted similar models with representatives from each district within the city. Most other examples did not prescribe specific professional requirements, aside from having "relevant experience".

PREPARED BY: Jesse Guillen/Rebecca Seligman

FISCAL IMPACT: No

DATE: April 24, 2015

ATTACHMENTS: Bill
FIR

CITY OF SANTA FE, NEW MEXICO

BILL 2015-____

INTRODUCED BY:

Councilor Patti Bushee

AN ORDINANCE

AMENDING SECTION 14-2.3(D) SFCC 1987; ESTABLISHING MEMBERSHIP REQUIREMENTS FOR THE PLANNING COMMISSION.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SANTA FE:

Section 1. Subsection 14-2.3(D) (being Ord. No. 2011-37 § 2) is amended to read:

D) Membership and Procedures

(1) Composition

The planning commission is composed of nine members who are qualified by training, experience and ability to exercise sound and practical judgment on civic, social, economic and governmental affairs.

(2) Membership

(a) Each district within the city shall have at least one representative on the commission in addition to the following requirements:

(i) One member shall be a nominee of the old Santa Fe association;

(ii) One member shall be a nominee of the Santa Fe neighborhood network;

(iii) One member shall be a nominee from the local affordable housing roundtable;

(iv) One member shall be a representative of the architecture, construction, development or real estate community;

(v) One member shall be a representative of the landscape architect or landscape designer community; and

(b) Four (4) members shall be appointed at-large.

([2]3) Appointment and Term

The members of the planning commission shall be appointed by the mayor with the advice and consent of a majority vote of all the members of the *governing body*. Members shall serve two-year overlapping terms, maintaining the original overlap of planning commission terms. Members shall serve until their successors have been appointed and qualified.

APPROVED AS TO FORM:

Kelley A. Brennan

KELLEY A. BRENNAN, CITY ATTORNEY

M/Legislation/Bills 2015/Planning Commission 040815

FIR No. 2658

City of Santa Fe
Fiscal Impact Report (FIR)

This Fiscal Impact Report (FIR) shall be completed for each proposed bill or resolution as to its direct impact upon the City's operating budget and is intended for use by any of the standing committees of and the Governing Body of the City of Santa Fe. Bills or resolutions with no fiscal impact still require a completed FIR. Bills or resolutions with a fiscal impact must be reviewed by the Finance Committee. Bills or resolutions without a fiscal impact generally do not require review by the Finance Committee unless the subject of the bill or resolution is financial in nature.

Section A. **General Information**

(Check) Bill: X Resolution: _____
(A single FIR may be used for related bills and/or resolutions)
Short Title(s): **AN ORDINANCE AMENDING SECTION 14-2.3(D) SFCC 1987; ESTABLISHING MEMBERSHIP REQUIREMENTS FOR THE PLANNING COMMISSION.**

Sponsor(s): Councilor Patti Bushee/Councilor Signe Lindell

Reviewing Department(s): Land Use/City Attorney

Persons Completing FIR: Lisa Martinez/Jesse Guillen Date: 4/23/15 Phone: 955-6617/955-6518

Reviewed by City Attorney: Kelley A. Brennan (Signature) Date: 4/27/15

Reviewed by Finance Director: [signature] (Signature) Date: 4-27-2015

Section B. **Summary**
Briefly explain the purpose and major provisions of the bill/resolution:
The proposed bill would require that future appointees to the City of Santa Fe Planning Commission meet certain professional requirements, as well as requiring that each district within the City have a representative on the Commission.

Section C. **Fiscal Impact**
Note: Financial information on this FIR does not directly translate into a City of Santa Fe budget increase. For a budget increase, the following are required:

a. The item must be on the agenda at the Finance Committee and City Council as a "Request for Approval of a City of Santa Fe Budget Increase" with a definitive funding source (could be same item and same time as bill/resolution)
b. Detailed budget information must be attached as to fund, business units, and line item, amounts, and explanations (similar to annual requests for budget)
c. Detailed personnel forms must be attached as to range, salary, and benefit allocation and signed by Human Resource Department for each new position(s) requested (prorated for period to be employed by fiscal year)*

1. Projected Expenditures:
a. Indicate Fiscal Year(s) affected – usually current fiscal year and following fiscal year (i.e., FY 03/04 and FY 04/05)
b. Indicate: "A" if current budget and level of staffing will absorb the costs
"N" if new, additional, or increased budget or staffing will be required
c. Indicate: "R" – if recurring annual costs
"NR" if one-time, non-recurring costs, such as start-up, contract or equipment costs
d. Attach additional projection schedules if two years does not adequately project revenue and cost patterns
e. Costs may be netted or shown as an offset if some cost savings are projected (explain in Section 3 Narrative)

Finance Director: _____

____X____ Check here if no fiscal impact

Column #: 1	2	3	4	5	6	7	8
Expenditure Classification	FY ____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	FY ____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected
Personnel*	$____	____	____	$____	____	____	____
Fringe**	$____	____	____	$____	____	____	____
Capital Outlay	$____	____	____	$____	____	____	____
Land/ Building	$____	____	____	$____	____	____	____
Professional Services	$____	____	____	$____	____	____	____
All Other Operating Costs	$____	____	____	$____	____	____	____
Total:	$____			$____			

* Any indication that additional staffing would be required must be reviewed and approved in advance by the City Manager by attached memo before release of FIR to committees. **For fringe benefits contact the Finance Dept.

2. Revenue Sources:

a. To indicate new revenues and/or

b. Required for costs for which new expenditure budget is proposed above in item 1.

Column #: 1	2	3	4	5	6
Type of Revenue	FY ____	"R" Costs Recurring or "NR" Non-recurring	FY ____	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected
____	$____	____	$____	____	____
____	$____	____	$____	____	____
____	$____	____	$____	____	____
Total:	$____		$____		

3. Expenditure/Revenue Narrative:

Explain revenue source(s). Include revenue calculations, grant(s) available, anticipated date of receipt of revenues/grants, etc. Explain expenditures, grant match(s), justify personnel increase(s), detail capital and operating uses, etc. (Attach supplemental page, if necessary.)

None

Section D. **General Narrative**

1. Conflicts: Does this proposed bill/resolution duplicate/conflict with/companion to/relate to any City code, approved ordinance or resolution, other adopted policies or proposed legislation? Include details of city adopted laws/ordinance/resolutions and dates. Summarize the relationships, conflicts or overlaps.

None

2. Consequences of Not Enacting This Bill/Resolution:

Are there consequences of not enacting this bill/resolution? If so, describe.

Appointees to the Planning Commission will continue to be selected at the Mayor's pleasure without having to meet certain requirements.

3. Technical Issues:

Are there incorrect citations of law, drafting errors or other problems? Are there any amendments that should be considered? Are there any other alternatives which should be considered? If so, describe.

None

4. Community Impact:

Briefly describe the major positive or negative effects the Bill/Resolution might have on the community including, but not limited to, businesses, neighborhoods, families, children and youth, social service providers and other institutions such as schools, churches, etc.

Changing the requirements for members of the Planning Commission would ensure that highly qualified members of the community, with a relevant professional background, would sit on the Commission. However, members of the community who may be quite familiar with planning, but don't meet the requirements would be unable to serve on the Commission. The four at-large members allowed for in the amended membership requirements could fill that gap.

Form adopted: 01/12/05; revised 8/24/05; revised 4/17/08