

**Mayor**  
John Murray  
**Mayor Pro Tem**  
Mary Hornsby  
**Council Members**  
John Plourde  
Willard Rodarmel  
William Siegel



**Planning  
Department**  
  
210 Fox Street  
Lemoore, CA 93245  
Phone (559) 924-6740  
Fax (559) 924-6743

## STAFF REPORT

**Item # 4**      **Study  
Session**

**To: Lemoore City Council**  
**From: Holly Smyth, Planning Director, G. Hobbs Assistant Planner**  
**Date: June 9, 2009**  
**Subject: Amending Section 9-15D-2A – Architectural Design Review**

### **Discussion:**

During the last City Council meeting, it was asked why the Planning Director was one of the committee members appointed to the Architectural Design Review Committee while also being the staff that made recommendations on projects. City Manager Britz explained that since the inception of the Architectural Design Review process, the Community Development Director or their designee was required to be a standing member of the Committee by ordinance. The prior head of the Planning Department had specialized design training through his architectural degree, which may have previously influenced the permanent assignment of a specialist to the committee. On January 6, 2009, City Council amended Sections 9-15D-2 and 9-15D-3 pertaining to the Architectural Design Review Committee membership and procedures and other inconsistencies, as well as changed the reference from Community Development Director to the Planning Director, as the previous position no longer exists.

The full copy of the ordinance was forwarded to Council members via email. The section regarding membership currently states that "the architectural design review committee shall consist of five (5) members as follows: The Planning Director or his/her designee, and four (4) members appointed by the Mayor with concurring vote of at least two (2) other members of the City Council. The architectural review committee may invite a person to serve in the capacity as technical advisor to the committee who is qualified to serve in such capacity by reason of training or experience in architecture, landscape architecture, city planning, urban design, real estate, land development, engineering or other relevant business or profession, and by reason of sound judgment, to judge the effects of a proposed development".

Should Council wish to modify the membership, the Council should direct staff to move forward with a simple ordinance. Because this regulation is part of the Zoning Ordinance, the Municipal Code requires that duly noticed public hearings be held before both the Planning Commission and City Council prior to adoption.

### **Budget Impact:**

None.

### **Recommendation:**

Staff recommends that City Council review and discuss this issue and give staff direction how to proceed.

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