



MEMORANDUM

TO: City Council

FROM: Jessica Matson, Director of Legislative & Info Services/City Clerk

BY: Julie Hawkins, Deputy City Clerk/Communications Coordinator

SUBJECT: Consideration of Appointment to the Architectural Review Committee

DATE: September 24, 2024

RECOMMENDATION:

Approve the recommendation of Mayor Pro Tem Guthrie to appoint Fernando Garcia III to the Architectural Review Committee.

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

There is no financial or staffing impact from the recommended action.

BACKGROUND:

City Council policy sets forth appointment procedures for the City's Commissions, Boards and Committees. Section 5.3 of the [City Council Handbook](#)¹ states that "the Mayor and each member of the Council shall appoint one representative to each respective Commission/Board/Committee..., subject to approval by a majority of the Council."

A vacancy on the Architectural Review Committee occurred as a result of the former Committee member's relocation outside of the City limits, which results in a removal of that appointment under Section 5.4 of the City Council Handbook.

ANALYSIS OF ISSUES:

The Architectural Review Committee is responsible for advising the Community Development Department, Planning Commission, and City Council on those aspects of an aesthetic nature and structural analysis of the buildings in the City. There is a current, unscheduled vacancy on the Committee with a term expiration date of January 31, 2027. Fernando Garcia III has applied and is recommended for appointment by Mayor Pro Tem Guthrie.

¹ <https://www.arroyogrande.org/DocumentCenter/View/4921/City-Council-Handbook-PDF>

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ALTERNATIVES:

The following alternatives are provided for the Council's consideration:

1. Approve Mayor Pro Tem Guthrie's recommended appointment of Fernando Garcia III to the Architectural Review Committee;
2. Do not approve the recommended appointment; or
3. Provide other direction to staff.

ADVANTAGES:

Approving the recommended appointment will fill the unscheduled vacancy on the Committee.

DISADVANTAGES:

No disadvantages have been identified

ENVIRONMENTAL REVIEW:

No environmental review is required for this item.

PUBLIC NOTIFICATION AND COMMENTS:

The Agenda was posted at City Hall and on the City's website in accordance with Government Code Section 54954.2.

ATTACHMENTS:

1. Application – F. Garcia III