

MEMORANDUM

TO: City Planning Commission

FROM: Wendy Rampson, Planning Manager

DATE: August 13, 2010

SUBJECT: **Resolution to Adopt Amended City Planning Commission Bylaws**

PROPOSED CITY PLANNING COMMISSION MOTION

The Ann Arbor City Planning Commission hereby adopts the amended Planning Commission Bylaws, subject to Council review and approval.

The City Planning Commission discussed the proposed Planning Commission Bylaws at the July 20, 2010 meeting and postponed action to allow for a representative of the City Attorney's Office to be present for questions. Kevin McDonald, Senior Assistant City Attorney, will be present at the August 13th meeting.

Attached please find the proposed amended Bylaws, which have been revised to incorporate the following changes:

1. Article IV Membership, Section 1, has been revised to read: "Further, the membership shall, insofar as possible, be representative of important segments of the community, such as the economic, governmental, educational, and social development of the local unit of government..."
2. Article V Ethics and Conflict of Interest has been revised to delete Section 13 in the 7-15-10 version, since it duplicated Section 12; and Section 14 has been deleted because the issue is addressed by Section 5.
3. Article VI Officers, Section 7, has been revised to read: "Nominations of officers shall be made from the floor at the organizational meeting in July, and the election shall be held immediately thereafter. Voting shall be by secret ballot when more than one candidate has been nominated for the office. If only one candidate has been nominated for the office, the election may proceed on a voice vote at the discretion of the Chair."
4. Article VII Meetings, Section 3, has been revised to read: "The Commission may reserve one or more ~~designated Tuesdays meetings~~ of each month ~~as business meetings~~ for consideration and adoption of long range planning concerns such as the Master Plan, implementation of the Plan, or special studies, reports, and for action on all administrative planning matters such as recommendations on plats,

zonings, annexations, site plans, and similar matters. ~~Such business meetings may also be used to consider other matters normally scheduled for regular meetings, provided the requirements for regular meetings are met as to these matters.~~“

5. Article VII Meetings, Section 17, has been revised to read: “During regular or business meetings, Commission members shall not initiate or respond to electronic private communications (including email, instant messages, or text messages) with or from members of the Commission, members of the public or the petitioner regarding Commission business.”
6. Article XIII Parliamentary Authority, Section 2, has been revised to read: “The Commission shall not adopt or follow any operating rules, regulations, or guidelines not expressly prescribed by which would violate these bylaws.”
7. Throughout the document, the title “Planning and Development Services Manager” has been replaced with “Planning Manager.”

Consistent with Council Resolution R-08-496, the Planning Commission bylaws must be reviewed and approved by City Council before going into effect.

Attachments: 8/13/10 Draft Bylaw Amendments
7/15/10 Staff Report
7/15/10 Draft Bylaw Amendments
Explanation of Bylaw Changes

c: City Attorney