

MEMORANDUM

TO: City Planning Commission

FROM: Wendy Rampson, Planning Manager

DATE: July 15, 2014

SUBJECT: **Review of City Planning Commission Bylaws**

The City Planning Commission Bylaws require that the Commission review the provisions of the Bylaws during its organizational meeting in July. The Bylaws also state that, before the Commission may amend the Bylaws, a draft of any proposed amendments must have been submitted in writing at the previous regular meeting.

Consistent with the Commission discussion at the July 8, 2014 working session, staff proposes amending Article VIII: Public Hearings, Sections 3, 5 and 6, to clarify the speaking time arrangements at continued public hearings (see attached amendment).

The Commission approved an amendment to this article in February 2014, but this amendment has not been approved by City Council. The proposed draft uses the February 2014 changes as the base language. The staff report and minutes for the February action are attached.

Staff recommends that the Commission review the proposed changes to its Bylaws at the July 15, 2014 meeting and vote on the amended Bylaws at its next regular meeting.

Attachment: July 15, 2014 Draft Planning Commission Bylaw Amendment
February 20, 2014 Planning Staff Report
February 20, 2014 Planning Commission Minutes

c: City Attorney's Office