



"Placerville, a Unique Historical Past Forging into a Golden Future"

Planning Commission Staff Report

Meeting Date: April 20, 2021

Prepared By: Andrew Painter, City Planner

ITEM 4: Consideration of amendment to Article 9(n) of the Planning Commission Bylaws, Matters from Commissioners and Staff, an agenda business item

Background: At the March 16, 2021 regular meeting, the Commission by general consent directed staff to return with clarifying language regarding Article 9(n), or clarifying language of the Article's intent. On April 6, 2021, the Commission continued the item to their next meeting.

Per Article 7(g) of the Commission Bylaws, there must be five members present at the meeting to elect officers otherwise the matter will be continued.

Article 9(n) Intent Discussion: In staff's opinion, the intent of this Bylaw would be for staff to update those in attendance of the status of upcoming meetings; of recent actions taken by City Council on items previously considered by the Commission; of the status or completion of City and community projects; of community-wide activities and events (e.g. Brewfest, National Night Out, Wagon Train, etc.). For Commission Members this time is intended for updating other Members of sub-committee work (when applicable); of updating other Members of topics and issues learned at land use and planning conferences, workshops, webinars; and general comments regarding planning and land use within Placerville.

Action Options: Consider then accept, modify or reject draft language to define Article 9(n) intent.

ARTICLE 9. ORDER OF BUSINESS at regular meetings should be as follows:

- (a) Adjourn to Closed Session (if applicable)
- (b) Call to Order and Pledge of Allegiance by the Chair, Vice Chair , or the Executive Secretary in the absence of the Chair and Vice Chair.
- (c) Roll Call
- (d) Election of Chair Pro-Tem in the event of the absence or inability to act by both the Chair and Vice Chair
- (e) Closed Session Report (if applicable)
- (f) Consent Calendar

All matters listed under the Consent Calendar are considered routine and will be enacted by general consent, unless any Commissioner requests a roll call vote, or unless any member of the Commission or Staff or audience wishes to remove an item for discussion. The reading of the full text of all Resolutions will be waived unless a Commission member requests otherwise.

Typical Consent Calendar items: Adoption of Minutes and Agenda, follow-up items or conditions specific to an approved entitlement, such as a Conditional Use Permit or site plan review.

- (g) Items Pulled From Consent Calendar
- (h) Items of Interest to the Public (the Planning Commission is not permitted to take action on issues raised under this item)

This portion of the meeting is reserved for persons wishing to address the Commission on any matter not on the Agenda that is within the subject matter jurisdiction of the Planning Commission. State law prohibits the Commission from acting on items not listed on the Agenda except by special action of the Planning Commission under specified circumstances. The Chair reserves the right to limit the speaker's time to three minutes. The Chair will recognize the speaker and invite them to voluntarily state their name for the record. Personal attacks on individuals or comments which are slanderous or which may invade an individual's personal privacy will not be tolerated.

- (i) Communications
- (j) Presentations and Educational Workshop Sessions

- (k) Environmental Assessments/Public Hearings
- (l) Continued Items
- (m) New Business
- (n) Matters from Commissioners and Staff
- (o) Adjournment

ARTICLE 10. ORDER FOR EACH SPECIFIC AGENDA ITEM

- (a) Chair announces matter next to be discussed
- (b) Chair calls on Planning staff to:
 - 1) Present staff report and describe findings
 - 2) Explain application and outline any unique problems
 - 3) Present staff recommendations
 - 4) Present summary alternatives and necessary recommendations
 - 5) Read communications received which are concerned with application
- (c) Chair invites questions and clarifications of Planning staff by Commission
- (d) Chair calls on applicant, counsel or agent to:
 - 1) Present request
 - 2) Demonstrate when necessary that the granting of the request will be in the public interest
- (e) Commission hears those present:
 - 1) Chair opens the public hearing if applicable
 - 2) Each person seeking to speak is invited to the lectern and invited to voluntarily state their name and/or address for the record.
 - 3) Chair closes the public hearing if applicable