



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 11/19/2008

Agenda Placement: 10A

Napa County Planning Commission Board Agenda Letter

TO: Napa County Planning Commission
FROM: John McDowell for Hillary Gitelman - Director
Conservation, Development & Planning
REPORT BY: John McDowell, Deputy Director - 299-1354
SUBJECT: Amendment of Planning Commission Bylaws - Change Officers Election Date

RECOMMENDATION

AMENDMENT OF PLANNING COMMISSION BYLAWS

Request: Resolution amending Planning Commission Bylaws concerning the date of officer elections, and adding disclosures as a standing item on agendas.

EXECUTIVE SUMMARY

Proposed Action:

1. That the Planning Commission adopt the attached Resolution Amending the Planning Commission Bylaws.

Discussion:

Earlier in 2008 the Planning Commission directed Staff to prepare an amendment to the Commission's Bylaws concerning changing the date of officer elections. Presently, Commission elections occur at the last meeting in January with officers taking their seats at the first meeting February. The Commission suggested that officer elections should occur at the first meeting of January with officers immediately assuming their seats after the election. Staff is presently suggesting an alternative where elections would occur at the last meeting in December with officers taking their seats at the first meeting in January. The attached proposed set of Bylaws includes language for a December election. In the event that the Commission prefers the original alternative of a January election, that change can be implemented at the meeting.

Also, bylaw text changes have been included to address past Commission comments that give preference to the Vice-Chairperson succeeding as the following year's Chairperson, and a provision prohibiting the Chairperson from serving consecutive terms. Lastly, Rule 3 concerning the regular order of business on the agenda has been augmented to include a standing item calling for disclosures as had previously been requested by the Commission.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

SUPPORTING DOCUMENTS

A . Proposed Resolution Amending Planning Commission Bylaws

Napa County Planning Commission: Approve

Reviewed By: John McDowell