



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 9/16/2015

Agenda Placement: 10D

## Napa County Planning Commission Board Agenda Letter

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**TO:** Napa County Planning Commission  
**FROM:** David Morrison - Director  
Planning, Building and Environmental Services  
**REPORT BY:** Charlene Gallina, SUPERVISING PLANNER - 299-1355  
**SUBJECT:** ELECTION OF 2015 PLANNING COMMISSION VICE CHAIR

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### **RECOMMENDATION**

#### **ELECTION OF 2015 PLANNING COMMISSION OFFICERS**

**Staff Recommendation:** Elect a Vice-Chairperson for the remaining 2015 calendar year.

**Staff Contact:** Melissa Frost 299-1380 or [melissa.gray@countyofnapa.org](mailto:melissa.gray@countyofnapa.org)

### **EXECUTIVE SUMMARY**

Planning Commission Bylaws set forth that the Commission shall hold an election of the Vice Chair due to the recent vacancy of Commissioner Matt Pope who was elected Vice Chair in December 2014 for the current year. Staff requests that the Commission elect a Vice-Chair by simple motion. The new Vice Chair will assume their role at the September 30, 2015 Special Meeting until the end of the year when election of the 2016 Commission Officers occur.

### **FISCAL IMPACT**

Is there a Fiscal Impact?                      No

### **ENVIRONMENTAL IMPACT**

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**

None

Napa County Planning Commission: Approve

Reviewed By: Charlene Gallina