

TO: Planning Commission

FROM: Warren Frace, Community Development Director

SUBJECT: Appointments to the Development Review Committee and Liaisons to Other Advisory Bodies

DATE: March 8, 2016

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Needs: To appoint members of the Planning Commission to serve on the Development Review Committee and Liaisons to Other Advisory Bodies.

- Facts:
1. The Planning Commission annually appoints members to serve on the Development Review Committee (DRC), which is a subcommittee of the Planning Commission and to serve as liaisons to the following advisory bodies:
    - a. Parks and Recreation Advisory Committee;
    - b. Main Street Board; and
    - c. Airport Advisory Committee.
  2. Three members and an alternate are appointed to the DRC. One member and an alternate are appointed to the other advisory bodies.
  3. The Parks and Recreation Advisory Committee and Airport Advisory Committee are City advisory bodies. Members appointed as liaisons to those committees serve as observers and providers of information. It is City policy that Planning Commissioners do not participate in those committees' discussions (other than to provide information) or voting.
  4. It has been the Planning Commission's practice to appoint members to serve on the DRC and as liaisons to the four advisory bodies shortly after new commissioners are seated.
  5. Alternates do not attend DRC or other advisory body meetings.

- Actions:
- a. Appoint three commissioners and one alternate to serve on the DRC; and
  - b. Appoint one commissioner and one alternate to serve on each of the following advisory bodies:
    1. Parks and Recreation Advisory Committee;
    2. Main Street Board; and
    3. Airport Advisory Committee.

