

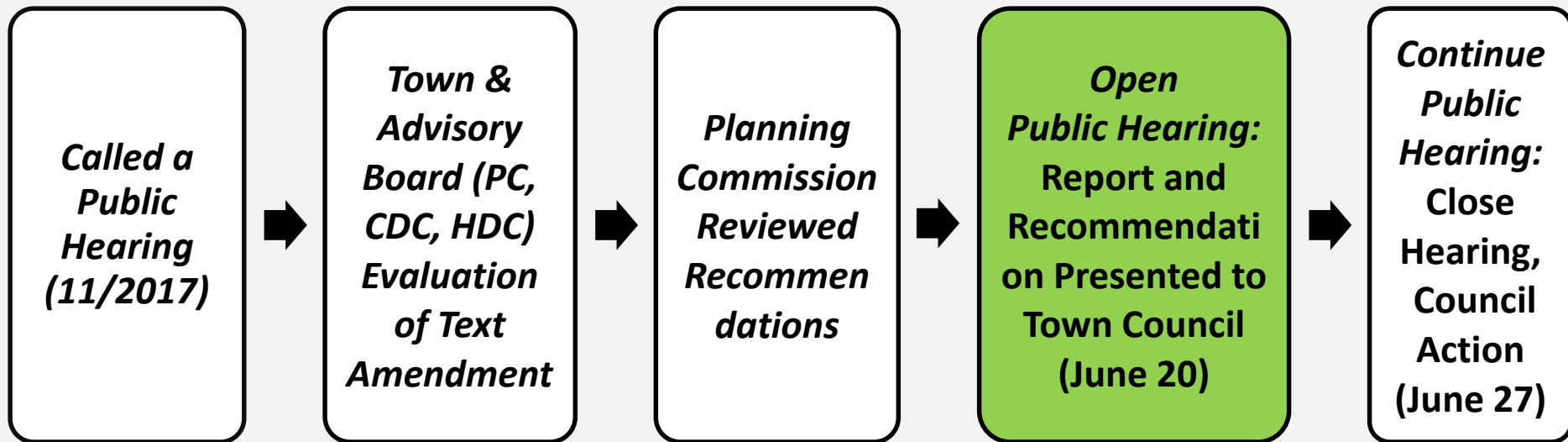


Advisory Board Voting Procedures

**Town Council Public Hearing
June 20, 2018**

Advisory Board Voting Procedures

Process



Advisory Board Voting Procedures

Overview

- Requested following 3-2 vote for advisory board action
- Council requested the PC, HDC, and CDC voting procedures be revised.
- Revised procedures would increase # of votes for decisions
- Change in quorum to reflect open meeting law requirements.

Advisory Board Voting Procedures

Existing Voting Requirements

- Simple majority of quorum (5) for all three Commissions
- Action may be taken with a 4-1 or 3-2 vote

Advisory Board Voting Procedures

Attorney Recommendation

Majority vote of the membership (excluding vacant seats and persons excused from voting) to decide any application

Alternative 1: a vote of half of the membership, excluding vacant seats and persons excused from voting; or

Alternative 2: a majority of those in attendance and at least 4 members.

Advisory Board Voting Procedures

Planning Commission	Historic District Commission	Community Design Commission
Attny Alternative 1 & 2	Attny Alternative 1	Attny Recommendation
<ul style="list-style-type: none">• 5 votes for decision & <u>recommendation</u> if full membership is present.• 4+ votes for decision & <u>recommendation</u> if full membership isn't present.	<ul style="list-style-type: none">• Half of membership for decision (5 if a full commission) be necessary to decide any application.	<ul style="list-style-type: none">• Majority vote (5) of the membership be necessary to decide any application.

Advisory Board Voting Procedures

Town Attorney Recommendation	Board Preference
<u>Recommendation</u> Majority Vote	CDC (5 votes)
<u>Alternative 1</u> Half of the Membership <i>(excluding vacant seats and persons excused from voting)</i>	HDC <i>(5 votes with full membership)</i>
<u>Alternative 2</u> Majority in Attendance/4+	PC <i>(5 votes if full attendance, 4 If less)</i>

Advisory Board Voting Procedures

Planning Commission Recommendation

- **Adopt the ordinance change**
 - Expressed interest in creating consistent voting procedures across the advisory boards
 - Require 5 votes for each Commission's action

Town Attorney Recommendation	Board Preference
Majority Vote <i>(Recommendation)</i>	CDC <i>(5 votes)</i>
Half of the Membership <i>(Alternative 1)</i>	HDC <i>(5 votes with full membership)</i>
Majority in Attendance/4+ <i>(Alternative 2)</i>	PC <i>(5 votes if full attendance, 4 if less)</i>

Advisory Board Voting Procedures

Key Considerations

- Should Commissions have unique or consistent voting requirements?
- Should the voting requirements be different for decisions vs. recommendations?

Staff Recommendations

- That Council open the public hearing, receive comment, provide feedback, and recess the public hearing to June 27.