Advisory Board Voting Procedures

Town Council

June 27, 2018

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Process

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┌─────────────┐    ┌─────────────┐    ┌─────────────┐    ┌─────────────┐    ┌─────────────┐
│  Called a   │ →  │   Town &    │ →  │  Planning   │ →  │    Open     │ →  │  Continue   │
│   Public    │    │  Advisory   │    │ Commission  │    │Public Hearing:│   │   Public    │
│   Hearing   │    │ Board (PC,  │    │  Reviewed   │    │  Report and │    │  Hearing:   │
│  (11/2017)  │    │  CDC, HDC)  │    │  Recommen   │    │Recommendati │    │   Close     │
│             │    │ Evaluation  │    │   dations   │    │ on Presented to│  │  Hearing,   │
│             │    │  of Text    │    │             │    │Town Council │    │  Council    │
│             │    │ Amendment   │    │             │    │  (June 20)  │    │  Action     │
│             │    │             │    │             │    │             │    │ (June 27)   │
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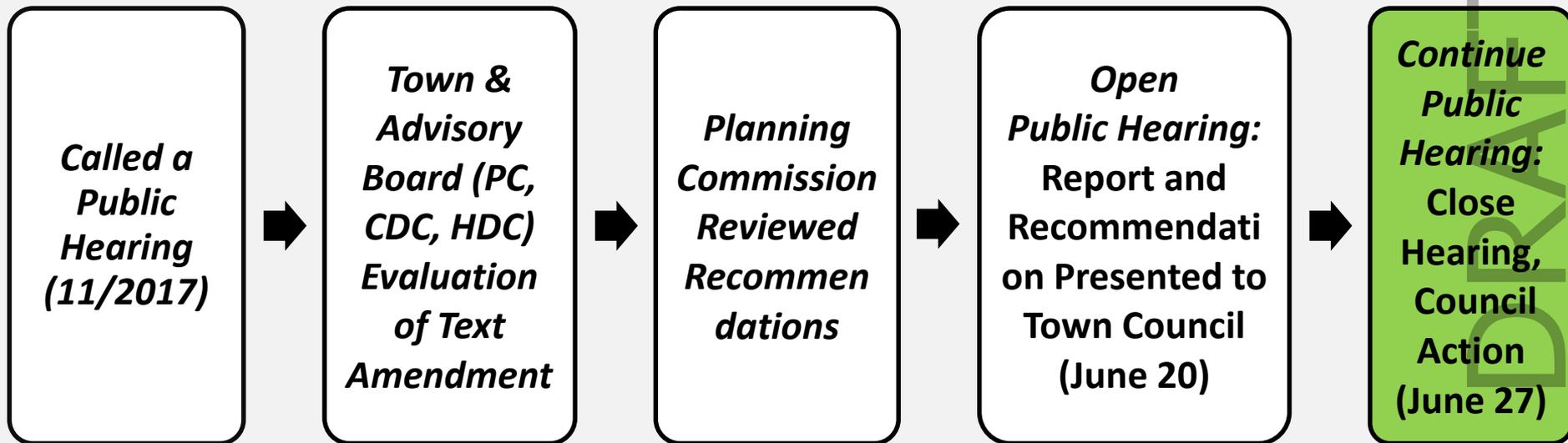
<u>Overview</u>

- 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.

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Advisory Board Voting Procedures

Planning Commission	Historic District Commission	Community Design Commission
Attny Alternative 1 & 2	Attny Alternative 1	Attny Recommendation
• 5 votes for decision **&** **recommendation** if full membership is present. • 4+ votes for decision **&** **recommendation** if full membership isn't present.	• Half of membership for decision (5 if a full commission) be necessary to decide any application.	• Majority vote (5) of the membership be necessary to decide any application.

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Key Considerations

- Should Commissions have unique or consistent voting requirements?

- Should the voting requirements be different for decisions vs. recommendations?

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Advisory Board Voting Procedures

Planning Commission	Historic District Commission	Community Design Commission
Minimum of 5 votes to decide on any application.		

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Staff Recommendations

- That Council close the public hearing.

- That Council approve the Resolution of Consistency.

- That Council approve Ordinance A.

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