

RESOLUTION NO. PC-89-05

ADOPTED BY THE PLANNING COMMISSION
ON JULY 13, 1989 SETTING
FORTH POLICIES RELATIVE TO PLANNING
COMMISSION PROCEDURES

WHEREAS, On June 8, 1989 the Planning Commissioner discussed the desirability of formally adopting Commission procedures; and

WHEREAS, the Planning Commission has determined that it is in the best interest of the Commission to adopt such procedures;

NOW, THEREFORE, BE IT RESOLVED by the Planning Commission of the County of Trinity that the Commission does adopt the following policies;

1. The rotation schedule for chairmanship of the Planning Commission is Districts 1,5,3,2 and 4.
2. The rotation schedule for chairmanship of the Subdivision Review Committee is Districts 1,5,3,2 and 4.
3. The Commission's regularly scheduled meeting shall be the second and fourth Thursday of the month, except for the months of November and December when the Commission shall meet only the second Thursday.
4. The Chairman of the Planning Commission shall, at the start of each meeting review the meeting process for the benefit of the general public.
5. In order for the Chairman to call a meeting to order three members must be present.
6. The minimum votes necessary to approve, or recommend approval, of land use entitlements shall be as follows:
 - a. Use Permit and variances; simple majority
 - b. Appeals of the Director's decision; simple majority
 - c. Environmental clearances; three votes
 - d. Rezones; three votes
 - e. Resolutions; three votes
 - f. Plan Amendments; three votes
 - g. All other entitlements; three votes
7. In order to fully evaluate the merits of proposals brought before the Commission, it is the Commission's policy to request all written information to be submitted to staff the Friday before the Commission hearing date.

Although the Commission will make every attempt to review all written material as well as verbal presentations made at the Commission hearing, it may be necessary to continue such matters when a preponderance of new information is submitted.

8. In the absence of adopted policies or ordinances in regards to procedural matters, it is the policy of the Commission to follow Roberts Rules of Order.

PASSED AND ADOPTED by the Planning Commission of the County of Trinity, State of California, at a regular meeting of the said Commission, held on the _____ day of _____, 1989, by the following vote:

AYES:

NOES:

ABSENT:

CHAIRMAN - Joseph Bower
Trinity County Planning Commission

ATTEST:

Thomas Miller, Executive Secretary