

DATE: March 11, 2010
TO: Planning Commission
FROM: Planning Manager
SUBJECT: Adjusting the Time for Planning Commission Meetings

RECOMMENDATION

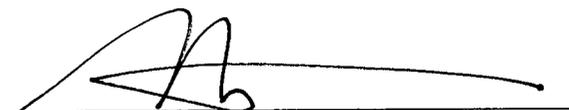
That the Planning Commission approves adjusting the time for regular meetings to seven (7) o'clock p.m., effective April 8, 2010.

DISCUSSION

Staff recommends adjusting the time for Planning Commission meetings so that the meetings start 30 minutes earlier, at seven (7) o'clock p.m. In addition to adjusting the time of the Planning Commission's regular meetings, staff recommends that work sessions and informal presentations, which provide general information and updates to the Commission, but require no Commission action, be incorporated within regular meetings.

The proposed changes would provide for more constituent participation and would enhance the transparency of work session meetings, as they would now be televised. The proposed changes would also be consistent with the recent changes that were made for City Council meetings. In an effort to keep our constituents and businesses informed about the proposed changes, staff will prepare a press release, post information on the City's website and cable television channel, and notify various agenda subscribers.

Prepared and recommended by:



Richard E. Patenaude, AICP
Planning Manager