20F.50.40 Planning Commission.

20F.50.40-010 Purpose.

A Planning Commission, hereinafter called the Commission, is hereby created to involve residents of the City in advising the City Council on matters of community development [not pertaining to the 2009-2011 Code Rewrite]. Wherever the term "Policy Advisory Commission" appears in the Redmond Community Development Guide, being Title 20 of the Redmond Municipal Code, the same shall mean the Planning Commission. (Ord. 2472; Ord. 2400; Ord. 2118)

20F.50.40-020 Authority and Duties.

The Commission may make recommendations to the City Council based on its findings and conclusions and on those of its committees. It shall prepare the elements of the Redmond Community Development Guide for adoption or modification [except for those pertaining to the 2009-2011 Code Rewrite], advise the Council regarding comprehensive park, land use and development policy, special area concerns~~,~~ and functional plans, investigate and make recommendations on matters suggested by the Council, the Mayor, Redmond citizens, or upon its own initiative. Ad hoc committees may be created for special studies. The Commission and its committees are not delegated any executive or legislative power, authority or responsibility. The Commission shall monitor the growth and development of the City and the areas surrounding the City and shall continually reevaluate and recommend revisions to the elements of the Redmond Community Development Guide [except for those revisions pertaining to the 2009-2011 Code

Rewrite]. ~~The Commission shall forward to the Council a semiannual report on the status of the Redmond Community Development Guide.~~ The Commission may stay informed of~~shall monitor~~ the decisions~~hearings~~ of the Hearing Examiner in order to stay abreast of development activities and the concerns of the public. (Ord. 2472; Ord. 2400; Ord. 2118)

20F.50.40-030 Composition.

The Commission shall be composed of seven to nine members. Membership shall only exceed seven if a Planning Commissioner returns to the Commission after serving on the Code Rewrite Commission. See RCDG 20F.50.40-060. In the event membership exceeds seven, vacancies shall not be filled except to maintain a total membership of seven. (Ord. 2472; Ord. 2400; Ord. 2118)

20F.50.40-040 Public Hearings.

The Commission shall hold public hearings as required in RCDG 20F.30.65, Public Hearings and Appeals. The Commission may hold additional hearings and meetings as it sees fit to conduct its business. (Ord. 2472; Ord. 2400; Ord. 2118)

20F.50.40-050 Appointments and Qualifications.

Members of the Commission shall be appointed by the Mayor and confirmed by a majority vote of the City Council. Appointments to available positions shall be made in the following manner: a media release or other form of notice of the availability of the position shall be published in a local newspaper of general circulation and posting on the City's website; interested persons may apply for the position to the Mayor's office ~~City~~

~~Clerk, who shall accept applications no later than two to four weeks after the notice of publication date~~; positions may be filled from the list of applicants. They shall be residents of the City during their tenures of office, and shall not hold any other City office or position. Consideration should be given to appointments that result in a broad geographic and demographic representation of interested and knowledgeable people. (Ord. 2472; Ord. 2400; Ord. 2118)

20F.50.40-060 Term of Office.

The regular term of office for Commission positions shall be for four years, staggered terms. Terms shall commence on April 1st and end on March 31st four years later. Members appointed to fill a vacancy shall serve for the duration of the unexpired term. No member shall serve more than two consecutive terms. An appointment to serve an unexpired term of two years or less shall not count towards the two consecutive terms limit. ~~Each m~~A member ~~shall~~ may hold office until a successor is appointed and confirmed even if after the end of the term.

Planning Commission members may suspend service on the Planning Commission to serve on the Code Rewrite Commission. While their service on the Planning Commission is suspended, the Mayor may appoint replacements per RCDG 20F.50.40-070. At the end of their service on the Code Rewrite Commission, they may elect to resume service on the Planning Commission. The date of expiration of their Planning Commission term shall not change, nor shall they serve another term if they have already served two. If a Commissioner's term expires during his or her service on the Code Rewrite Commission,

he or she may request reappointment to the Planning Commission consistent with the term of office restrictions described above. (Ord. 2472; Ord. 2400; Ord. 2118)

20F.50.40-070 Vacancies.

Vacancies shall be filled in the same manner as initial appointments, and members appointed to fill a vacancy ~~shall~~ may serve for the duration of the unexpired term. (Ord. 2472; Ord. 2400; Ord. 2118)

20F.50.40-080 Removal.

Any member of the Commission may be removed for inefficiency, neglect of duty, or malfeasance in office. Removal proceedings may be initiated by the Mayor or the City Council. A public hearing and a two-thirds vote of the Council is required for removal for the above reasons. When a member misses three unexcused regular business meetings in one year, the position shall be vacant and a successor appointed. (Ord. 2472; Ord. 2400; Ord. 2118)

20F.50.40-090 Rules.

The Commission shall adopt rules for the transaction of its business. The rules shall provide, but not be limited to, the date, time, place and format of regular meetings and hearings; a record of proceedings, reports, studies, findings, conclusions and recommendations; election of a Commission Chair and Vice Chair to a one-year term each; and a procedure for handling citizen proposals and requests for plan preparation or modification. The rules of the Planning Commission shall be approved by the City

Council and included in an appendix to the Redmond Community Development Guide. (Ord. 2472; Ord. 2400; Ord. 2118)

20F.50.40-100 Staff Services.

The Administrator shall be responsible for the general administration of the Commission and may request staff services from the other City departments. (Ord. 2472; Ord. 2400; Ord. 2118)

20F.50.40-110 Conflict of Interest.

Members of the Commission shall disqualify themselves from involvement in Commission actions in which they have an interest as defined by Chapter 42, RCW.((Ord. 2472; Ord. 2400; Ord. 2118)

20F.50.40-120 Quorum and Voting.

(1) A majority of the appointed and qualified members shall constitute a quorum for the transaction of business, provided that at least four shall be required to constitute a quorum, excluding any disqualifications.

(2) Any action taken by a majority of those present, when those present constitute a quorum, at any regular or special meeting of the Commission, shall be deemed and taken as the action of the Commission.

(3) Any number less than a quorum shall be authorized to convene a meeting at the time set and to adjourn, recess or continue a regular meeting, a special meeting, or a

public hearing to a date and time certain. As soon is possible, the date, time, and place of the continued meeting shall be posted on the meeting room door. An agenda or notice with the date, time, and place of the continued meeting shall be mailed to representatives of the news media and any person who requested notice of the Planning Commission meetings. (Ord. 2472; Ord. 2400; Ord. 2118)

M:\Planning Commission\Purpose & Authority\090731 RCDG 20F.50.40 (current).doc