

Planning Commission Procedures

First, I think the planning commission has been doing a good job in running meetings. However, based on various references on recommended best practices for boards and commission there are a few areas where some adjustments should be considered.

- 1) I suggest we more closely follow Robert's Rules of Order using the less formal rules for small bodies.
- 2) The main change from current practice would be to have discussion and possible amendments after a motion is made and before voting.
- 3) Per 153.042 (10) The planning commission may "Adopt bylaws, policies and procedures for the conduct of the duties and meetings of the Commission, for the consideration of applications, and for any other purposes deemed necessary by the Commission, if such bylaws, policies and procedures are approved by the Council before taking effect;"

Motion 1

I move that the Planning Commission adopt Robert's Rules of Order, Newly Revised as the parliamentary authority for our meetings as modified by all adopted and approved standing rules.

Motion 2

I move that the Planning Commission adopt a Standing Rule allowing the alternate member to participate fully in all discussions and voice votes. The alternate member will continue to vote in roll call votes only when at least one regular member is absent.

Motion 3

I move that the previous two motions be submitted to the Town Council for approval.