



COUNCIL ITEM AGENDA REQUEST FORM

Department: Community Development

Meeting Date: 06/02/2022

Staff Contact: Phillip Trocquet

Agenda Section: New Business

Staff Report:

Item Description:

Background/History:

Community Development staff along with the Town's legal counsel were visiting the rules and procedures ordinances that govern the operation of the Planning Commission. The current rules and procedures allow the Planning Commission Chairman to make and second motions, but not to vote unless in a tie-break scenario. This is likely a reflection of how the Town's mayoral position works.

It was discussed and determined by staff and legal that this provision is likely unnecessary due to the fact that the Planning Commissioners are all appointed in equal measure by the mayor and council. The chairman does not operate as an elected official representing the form of government the Town has like the Town's mayor position does.

There are not many jurisdictions that limit the voting ability of the chairman as well as it can cause voting conflicts in circumstances where there is a quorum, but decisions would need to be unanimous to be binding.

Findings/Current Activity:

This discussion was broached at the last planning commission meeting with all commissioners in favor of granting the Chairman full voting ability.

Is this a budgeted item? _No_ If so, include budget line number: _____

Actions/Options/Recommendations:

Both staff and Planning Commission recommend approval to modify Sec. 101-28 Rules and Procedures for the Town of Tyrone Planning Commission to grant voting ability to the Chairman position.