


City of Nevada City

TO: Planning Commissioners
FROM: Cindy Siegfried, City Planner 
DATE: April 2, 2010
RE: Proposal to meet once a month

As you know, the Planning Commission meetings are scheduled, by ordinance, for the first and third Thursdays of each month. As you are also aware, staff has cancelled several of the meetings due to lack of applications. Since August of 2009, five meetings have been cancelled.

When a meeting is cancelled, notification is sent to staff, interested parties, and the local television station. Therefore, with this trend continuing, staff is requesting the Commission consider holding one meeting a month. This would also alleviate some confusion in talking to applicants as to whether a meeting "may or may not be held." With a definite schedule, the applicants and staff can plan accordingly.

In reviewing the remainder of the 2010 calendar, staff would recommend that the Commission consider meeting on the third Thursday of every month. The Commission would make a recommendation to the Council where an ordinance would be adopted. If it is determined that an additional meeting would be desired, the Commission can always hold a special meeting.