



CITY OF HARRISONBURG COMMUNITY DEVELOPMENT

409 SOUTH MAIN STREET, HARRISONBURG, VA 22801
OFFICE (540) 432-7700 • FAX (540) 432-7777

Memorandum

To: Harrisonburg Planning Commission
From: Thanh Dang, Assistant Director of Community Development
RE: **Review Draft Planning Commission Bylaws and Inclement Weather Resolution**
Date: May 11, 2022 (Regular Meeting)

Enclosed are draft amendments to the Planning Commission's Bylaws for Planning Commission's review and comment. Article XI of the bylaws describes that the bylaws may be amended by a majority vote of the entire membership after 28 days prior notice to the Commission members. The draft bylaws will be presented to Planning Commission for adoption at the June 8, 2022 meeting.

The draft bylaws reflect the suggested changes discussed at the April 13, 2022 Planning Commission meeting, which are to add the 3rd Tuesday of the month as a potential second regular meeting and to describe that the Commission shall receive a summary of new applications each month to determine whether such applications shall be heard at the second regular meeting of the subsequent month (Sections 7-1 and 7-2).

Additionally, staff has proposed amendments to Section 7-1, where it addresses when a meeting date falls on a legal holiday or is cancelled due to inclement weather.

Enclosed is also a draft *Resolution Adopting A Weather Continuation Date* for Planning Commission's review and comment. This resolution will also be presented to Planning Commission for adoption at the June 8, 2022 meeting.