

Carson City Agenda Report

Date Submitted: June 11, 2013

Agenda Date Requested: June 20, 2013

Time Requested: 1 hour 30 minutes

To: Mayor and Supervisors

From: Larry Werner, City Manager

Subject Title: For possible action: To appoint two members to the Carson City Planning Commission, each for a term that expires in June 2017.

Staff Summary: C.C.M.C. Chapter 18.02.010 and N.R.S. 278.030 provide for a Planning Commission to be composed of not more than seven members who shall be appointed by the Board of Supervisors. There are two vacancies due to member's terms expiring. Applications were received from Robert McQueary, Robert Merrill, Gene Munnings, and John (Walt) Owens. Reappointment requests were received from Malkiat Dhami and Bill Vance. No other applications were received.

Type of Action Requested: (check one)
☐ Resolution ☐ Ordinance
☒ Formal Action/Motion ☐ Other (Specify)

Does This Action Require A Business Impact Statement: ☐ Yes ☒ No

Recommended Board Action: I move to appoint _____ and _____ to the Carson City Planning Commission, each for a term that expires in June 2017.

Explanation for Recommended Board Action: See staff summary

Applicable Statute, Code, Policy, Rule or Regulation: CCMC 18.02.010 and NRS 278.030

Fiscal Impact: None

Explanation of Impact: n/a

Funding Source: n/a

Alternatives: Open the position announcement for additional applicants

Supporting Material: Announcement, Current Roster, Incumbent's Attendance Records, Reappointment Requests, Applications, CCMC Chapter 18.02.010, NRS 278.030

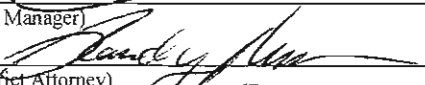
Prepared By: Laura A. Banks, Executive Offices

Reviewed By:



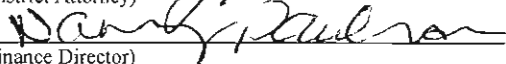
(City Manager)

Date: 6/11/13



(District Attorney)

Date: 6/11/13



(Finance Director)

Date: 6/11/13

Board Action Taken:

Motion: _____

1) _____

Aye/Nay

2) _____

(Vote Recorded By)



CARSON CITY PLANNING COMMISSION

The Carson City Board of Supervisors is seeking applications from persons interested in serving on the Carson City Planning Commission. This Commission oversees all matters pertaining to Carson City's planning and zoning, land use and growth management. Meetings are the last Wednesday of every month at 5:00 p.m. at the Community Center, Sierra Room. Applicants must be willing to serve approximately 12 to 16 hours a month.

There are two (2) open positions, each for a term that will expire in June 2017.

The Board of Supervisors will interview and appoint the qualified person to the Commission. Applicants must be a Carson City registered voter to qualify. All members will serve without compensation. The City's Boards, Committees, and Commissions Policy and Procedures can be viewed online at www.carson.org/volunteer.

Volunteer applications may be obtained from and returned to the Carson City Executive Offices. *Let it be known that all applications submitted to this office will be considered public information.*

Applications will be accepted until May 10, 2013. Interviews for this volunteer position are tentatively planned to be held at the regularly scheduled Board of Supervisors meeting on Thursday, **June 6, 2013.**

Thank you for your interest in assisting Carson City.

CARSON CITY EXECUTIVE OFFICES

201 N. Carson Street #2

Carson City, Nevada 89701

(775) 887-2100 FAX 887-2286

E-Mail: lbanks@carson.org

Web Page: <http://www.carson.org/volunteer>

AN EQUAL OPPORTUNITY EMPLOYER

PLANNING COMMISSION

<u>MEMBER</u>	<u>APPOINTMENT</u>	<u>TERM EXPIRES</u>
William Vance (Chair, elected 11/2012) 205 S. Ormsby Blvd. Carson City, NV 89703 882-4764 (h) 220-7929 (c) vancenv@yahoo.com	Initial Appt. 06/04 Reappt. 06/05; 07/09	06/2013
Paul Esswein 1148 W. Fifth St. Carson City, NV 89703 246-6220 (w) 882-4754 (h) 443-7338 (c) pge2@sbcglobal.net	Initial Appt. 10/11	06/2015
Mark Kimbrough 6163 Rio Vista Ln. Carson City, NV 89701 885-2095 (h) 720-4732 (c) washozephyr@pyramid.net	Initial Appt. 06/02 Reappt. 06/06; 06/10	06/2014
George Wendell (Vice-chair, elected 11/2012) PO Box 4447 Carson City, NV 89702 885-7722 (w) 882-1800 (h) 412-2262 (c) vccwendells@sbcglobal.net	Initial Appt. 06/07 Reappt. 10/11	06/2015
Malkiat Dhami 2689 Wellington S. Carson City, NV 89703 283-4055 (w) 841-2177 (h) 233-4549 (c) malkiatsdhami@yahoo.com	Initial Appt. 07/09	06/2013
Mark Sattler 1408 Fremont St. Carson City, NV 89701 853-4663 (w) 882-2895 (h) 530-8990 (c) mnmcc@sbcglobal.net	Initial Appt. 01/11 Reappt. 07/12	06/2016
Kent Steele 5352 Dat-So-La-Lee Way Carson City, NV 89701 888-7010 (w) 882-4291 (h) 230-4637 (c) rokmnstr@yahoo.com	Initial Appt. 02/13	06/2014

Continued next page...

AUTHORITY: NRS 278.030 states that “the governing body of each city whose population is 25,000 or more and of each county whose population is 40,000 or more shall create by ordinance a planning commission to consist of seven members.” CCMC 18.02.010 established such an ordinance and provides details of the Planning Commission. The terms of the members are 4-years (reappointment OK).

MEETINGS: Last Wednesday of each month starting at 5:00 pm. Meetings are held in the Sierra Room.

PURPOSE: CCMC 18.02.010, Paragraph 2 “The commission shall perform all duties and functions delegated to a County Planning Commission by the terms of NRS 278.010 to 278.630, inclusive, and CCMC Title 2 (Planning Commission).” Typical duties include approving special use permits, variances, subdivisions, changes of land use, master plan amendments, street abandonments, etc.

Liaison: Lee Plemel, Planning Director 283-7075 lpemel@carson.org

Attorney Assignment: Joe Ward 283-7509 jward@carson.org

- END DATA -

INTERNAL USE ONLY - NOT FOR DISTRIBUTION

Planning Commission
Incumbent Attendance Record

Malkiat Dhami

Initial appointment: July 2009

114 meetings held since appointment; 5 absences

Bill Vance

Initial appointment: June 2004

44 meetings held since appointment; 5 absences

RECEIVED

MAY 10 2013

Please print legibly or go online to www.carson.org/volunteer to submit a writable document

CARSON CITY
EXECUTIVE OFFICES

Title of Board, Committee or Commission: PLANNING COMMISSION

Name: DHAM MALKIAT SINGH
Last First Middle Initial

Home Address: 2689 WELLINGTON SOUTH, CARSON CITY, NV 89703
Street City State Zip

Mailing Address (if different):

PO Box/Street City State Zip

Occupation/Business: DEVELOPER & OWNER HOLIDAY INN EXPRESS HOTEL + SUITES

Contact: Work _____ Home 775-841-2147
Cell 775-233-4549 E-mail MalkiatSingh@yahoo.com
Preferred method of contact: (CELL)

Are you currently an active registered voter in Carson City*? ☒ Yes ☐ No
(*Not required for the Convention & Visitors Bureau)

confirmed 5/13/13

Conflict of Interest:

- a. Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)? ☐ Yes ☒ No
- b. Do you currently have a contract with Carson City for services and/or goods? ☐ Yes ☒ No

Criminal Record: Have you been convicted of a felony, domestic violence or a gross misdemeanor involving moral turpitude (conduct contrary to community standards of justice, honesty and good morals)? ☐ Yes ☒ No

I understand that my submitted application is considered public information. I understand the Board of Supervisors may require a pre-appointment background check for any position if deemed warranted.

I have read and understand the Carson City's Boards, Committees, and Commissions Policies and Procedures (online at www.carson.org/volunteer).

I hereby declare that all statements given by me on this form are truthful and complete to the best of my knowledge.

Malkiat Singh
Signature of Applicant

4.16.2013
Date

*You may attach more information.

Deliver, mail, fax or email signed and completed form to:

Carson City Executive Offices
201 N. Carson Street Suite 2
Carson City, NV 89701
(775) 887-2100 or 283-7125
FAX (775) 887-2286
lbanks@carson.org

Carson City Reappointment Application
for Appointive/Volunteer Position
Page 2 of 2 Revised 03/2013

RECEIVED

APR 15 2013

CARSON CITY
EXECUTIVE OFFICESPlease print legibly or go online to www.carson.org/volunteer to submit a writable document.

Title of Board, Committee or Commission:

PLANNING COMMISSION

Name:

VANCE, BILL H
Last First Middle Initial

Home Address:

205 S. ORMSBY, CC, NV 89703
Street City State Zip

Mailing Address (if different):

PO Box/Street City State Zip

Occupation/Business:

RETIRED

Contact: Work

Home

775-882-4764

Cell

775-220-7929

E-mail

VANCENV@YAHOO.COM

Preferred method of contact:

E-mail

Are you currently an active registered voter in Carson City*?

X Yes ___ No

(*Not required for the Convention & Visitors Bureau)

confirmed ✓

Conflict of Interest:

- a. Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)? ___ Yes X No
- b. Do you currently have a contract with Carson City for services and/or goods? ___ Yes X No

Criminal Record: Have you been convicted of a felony, domestic violence or a gross misdemeanor involving moral turpitude (conduct contrary to community standards of justice, honesty and good morals)? ___ Yes X No

I understand that my submitted application is considered public information. I understand the Board of Supervisors may require a pre-appointment background check for any position if deemed warranted.

I have read and understand the Carson City's Boards, Committees, and Commissions Policies and Procedures (online at www.carson.org/volunteer).

I hereby declare that all statements given by me on this form are truthful and complete to the best of my knowledge.

William H. Vance

Signature of Applicant

Date

4/12/2013

*You may attach more information.

Deliver, mail, fax or email signed and completed form to:

Carson City Executive Offices
201 N. Carson Street Suite 2
Carson City, NV 89701
(775) 887-2100 or 283-7125
FAX (775) 887-2286
lbanks@carson.org

Carson City Reappointment Application
for Appointive/Volunteer Position
Page 2 of 2 Revised 03/2013

April 15, 2013

Carson City Board of Supervisors
201 North Carson Street
Carson City, NV 89701

Attn: Laura Banks

Dear Supervisors,

I would like to express my sincere interest in being reappointed as a member of the Carson City Planning Commission. I currently enjoy serving as Chairman of the Commission and I'm hoping to continue the duties that come with the position.

During my current term as a Planning Commissioner the planning workload has been much less than in previous years. In response to difficult economic times the Planning Staff and Commission have pursued ways to facilitate rules and regulations that make it "easier" for businesses and developers to weather these not-so-good years. I'm hoping this kind of priority will continue.

I am also committed to continual review and discussion of Carson City's Master Plan. I worked hard to help create the *Envision Carson City Master Plan* and was very proud to be a part of the approved result. This Master Plan is a "living" document with goals and tasks requiring ongoing review and action. I am committed to making sure these items are not overlooked.

I am hoping the Board of Supervisors will agree to continue my service on the Planning Commission.

Sincerely,



Bill Vance
205 South Ormsby Blvd.
Carson City, NV 89703
882-4764

Carson City Application for Appointive/Volunteer Position

RECEIVED

APR 12 2013

CARSON CITY
EXECUTIVE OFFICES

Please type or print legibly

Title of Board, Committee or Commission: Planning Commision

Position Applying For (if applicable): _____

Name: McQueary Robert V
Last First Middle Initial

Home Address: 1282 Calico St. Carson City NV 89701
Street City State Zip

Mailing Address (if different): _____
PO Box/Street City State Zip

Occupation/Business: President/Owner ARMAC Construction

Contact: Work 775-884-3053 Home 775-884-3963
Cell 775-443-7805 Email robmcqueary@armacconstruction.com
Preferred method of contact: Email

Are you currently an active registered voter in Carson City*? ☒ Yes ☐ No

(*Not required for the Convention & Visitors Bureau)

Are you currently a member on any Carson City Board, Committee, or Commission?

☐ Yes ☒ No If yes, please list: _____

Conflict of Interest:

- Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)? ☐ Yes ☒ No
- Do you currently have a contract with Carson City for services and/or goods? ☐ Yes ☒ No

Criminal Record: Have you been convicted of a felony, domestic violence or a gross misdemeanor involving moral turpitude (conduct contrary to community standards of justice, honesty and good morals)? ☐ Yes ☒ No

For Office Use Only:

Comments: Registered voter AB

1. Education (note: only complete below if a degree is required for this position)

College, Professional, Vocational or Other Schools Attended	Major Subject	Degree Conferred
Carson City High School		
WNC	Guitar	
Berklee College of Music	Guitar	

2. Briefly describe the qualifications you possess which you feel would be an asset to this

Board/Committee/Commission:

Honest/Trustworthy/Reliable

Born and raised in Northern Nevada/Carson City (39 years in Carson)

Local Business Owner

Understanding of building codes

I have been involved in local business nearly my entire adult life (now 44 yrs old)

3. List the community organizations in which you have participated and describe participation:

Builders Association Of Western Nevada (Current President)

Capital Business Network (Networking)

Chamber of Commerce (Member)

4. List your affiliation with professional or technical societies, if required for position:

5. Do you anticipate any potential conflicts of interest? ☐ Yes ☒ No

If yes, please explain:

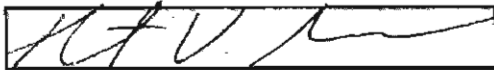
6. Personal/Professional References:

<u>Name</u>	<u>Address</u>	<u>Telephone Number</u>
Ron Kipp	Moundhouse, NV	775-546-3124
Bill Miles	Carson City, NV	775-246-3722
Chris Courson	Carson City, NV	775-722-4500

I understand that my submitted application is considered public information. I understand the Board of Supervisors may require a pre-appointment background check for any position if deemed warranted.

I have read and understand the Carson City's Boards, Committees, and Commissions Policies and Procedures (online at www.carson.org/volunteer).

I hereby declare that all statements given by me on this form are truthful and complete to the best of my knowledge.



Signature of Applicant

Robert McQueary

Printed Name

4-11-13

Date

You may attach more information.

Deliver, mail, fax or email signed and completed application to:

Carson City Executive Offices

201 N. Carson Street Suite 2

Carson City, NV 89701

(775) 887-2100 or 283-7125

FAX (775) 887-2286

lbanks@carson.org

Submit by Email

Print Form

Carson City Application for Appointive/Volunteer Position

Please type or print legibly

Title of Board, Committee or Commission: PLANNING COMMISSION

Position Applying For (if applicable): _____

Name: MERRILL ROBERT D
Last First Middle Initial

Home Address: 202 CARVILLE CIRCLE CARSON CITY NV 89703
Street City State Zip

Mailing Address (if different): _____
PO Box/Street City State Zip

Occupation/Business: FAMILY SUPPORT SERVICES WORKER... DWSS

Contact: Work 775-684-0868 Home _____
 Cell 775-287-5318 Email RMERRILL@DWSS.NV.GOV
 Preferred method of contact: EMAIL

Are you currently an active registered voter in Carson City*? ☒ Yes ☐ No
 (*Not required for the Convention & Visitors Bureau)

Are you currently a member on any Carson City Board, Committee, or Commission?
☐ Yes ☒ No If yes, please list: _____

Conflict of Interest:

- a. Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)? ☐ Yes ☒ No
- b. Do you currently have a contract with Carson City for services and/or goods? ☐ Yes ☒ No

Criminal Record: Have you been convicted of a felony, domestic violence or a gross misdemeanor involving moral turpitude (conduct contrary to community standards of justice, honesty and good morals)? ☐ Yes ☒ No

For Office Use Only:

Comments: RECEIVED
Registered voter
APR 24 2013
CARSON CITY
EXECUTIVE DIRECTOR

1. Education (note: only complete below if a degree is required for this position)

College, Professional, Vocational or Other Schools Attended	Major Subject	Degree Conferred
TMCC <i>No Degree</i>		

2. Briefly describe the qualifications you possess which you feel would be an asset to this

Board/Committee/Commission:

I FEEL THAT THE PLANNING COMMITTEE IS AN IMPORTANT PART OF OUR CITY. I DO NOT HAVE ANY DIRECT QUALIFICATIONS FOR THIS POSITION. I AM A VERY MOTIVATED PERSON AND LIKE TO SEE THING BEING DONE TO HELP THE COMMUNITY. BEFORE MY CURRENT JOB WITH THE STATE WELFARE DEPARTMENT I HAD A CONSTRUCTION COMPANY FOR 12 YEARS. I FEEL THAT I CAN BE AN ASSET WITH GREAT IDEAS

3. List the community organizations in which you have participated and describe participation:

4. List your affiliation with professional or technical societies, if required for position:

5. Do you anticipate any potential conflicts of interest? ☐ Yes ☒ No

If yes, please explain:

6. Personal/Professional References:

<u>Name</u>	<u>Address</u>	<u>Telephone Number</u>
MECHELLE MERRILL	CARSON CITY	775-232-8161
DEB BRAUN	CARSON CITY	775-230-8840
KIM GRIST	SOUTH RENO	775-843-7377

I understand that my submitted application is considered public information. I understand the Board of Supervisors may require a pre-appointment background check for any position if deemed warranted.

I have read and understand the Carson City's Boards, Committees, and Commissions Policies and Procedures (online at www.carson.org/volunteer).

I hereby declare that all statements given by me on this form are truthful and complete to the best of my knowledge.



Signature of Applicant

ROB MERRILL

Printed Name

04/24/2013

Date

You may attach more information.

Deliver, mail, fax or email signed and completed application to:

Carson City Executive Offices

201 N. Carson Street Suite 2

Carson City, NV 89701

(775) 887-2100 or 283-7125

FAX (775) 887-2286**lbanks@carson.org**

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APR 15 2013

Submit by Email

Print Form

CARSON CITY Carson City Application for Appointive/Volunteer Position
EXECUTIVE OFFICES
Please type or print legibly

Title of Board, Committee or Commission: <u>Planning Commission</u>				
Position Applying For (if applicable): <u>Commissioner</u>				
Name: <u>Munnings, Gene E.</u>				
	Last	First	Middle Initial	
Home Address:	<u>2445 Pinebrook Drive</u>	<u>Carson City, NV 89701</u>		
	Street	City	State	Zip
Mailing Address (if different):				
	PO Box/Street	City	State	Zip
Occupation/Business: <u>Business Owner</u>				
Contact:	Work <u>775-882-1807</u>	Home <u>775-882-6368</u>		
	Cell <u>775-530-0946</u>	Email <u>evergreengene@att.net</u>		
Preferred method of contact: <u>Cell Phone</u>				
Are you currently an active registered voter in Carson City*? ☒ Yes ☐ No (*Not required for the Convention & Visitors Bureau)				
Are you currently a member on any Carson City Board, Committee, or Commission? ☐ Yes ☒ No If yes, please list: _____				
Conflict of Interest:				
a. Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)? ☐ Yes ☒ No				
b. Do you currently have a contract with Carson City for services and/or goods? ☐ Yes ☒ No				
Criminal Record: Have you been convicted of a felony, domestic violence or a gross misdemeanor involving moral turpitude (conduct contrary to community standards of justice, honesty and good morals)? ☐ Yes ☒ No				

For Office Use Only:	
Comments:	<u>Registered voter ✓</u>

1. Education (note: only complete below if a degree is required for this position)

College, Professional, Vocational or Other Schools Attended	Major Subject	Degree Conferred
WNCC	Business Administration	Certificate
Towson State University	Ornamental Horticulture	BS

2. Briefly describe the qualifications you possess which you feel would be an asset to this

Board/Committee/Commission:

I would bring a strong work ethic that includes visiting the applicants sites to see for myself the Issue being brought before

3. List the community organizations in which you have participated and describe participation:

Hosanna Handbell choir member since 1993 Senior Folles Participant since 2009

Economic Vitality Committee member

Founder & president of the local MI Hummel Chapter

4. List your affiliation with professional or technical societies, if required for position:

5. Do you anticipate any potential conflicts of interest? ☐ Yes ☒ No

If yes, please explain:

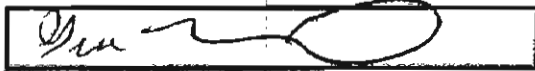
6. Personal/Professional References:

<u>Name</u>	<u>Address</u>	<u>Telephone Number</u>
William Horne	1805 N Carson Street	775-884-4748
Day Williams	1601 Fairview Drive Ste. C	775-885-8398
Michael Epps	2675 S. Edmonds Dr.	775-461-0418

I understand that my submitted application is considered public information. I understand the Board of Supervisors may require a pre-appointment background check for any position if deemed warranted.

I have read and understand the Carson City's Boards, Committees, and Commissions Policies and Procedures (online at www.carson.org/volunteer).

I hereby declare that all statements given by me on this form are truthful and complete to the best of my knowledge.



Signature of Applicant

Gene E. Munnings

Printed Name

4/12/13

Date

You may attach more information.

Deliver, mail, fax or email signed and completed application to:

Carson City Executive Offices

201 N. Carson Street Suite 2

Carson City, NV 89701

(775) 887-2100 or 283-7125

FAX (775) 887-2286

lbanks@carson.org

1. Education (note: only complete below if a degree is required for this position)

College, Professional, Vocational or Other Schools Attended	Major Subject	Degree Conferred

2. Briefly describe the qualifications you possess which you feel would be an asset to this

Board/Committee/Commission:

I have started several businesses in Carson City and built my own home here in 1990.

3. List the community organizations in which you have participated and describe participation:

I was on the steering committee of " Chance " which was the Coalition for Handicapped Childrens Education " which fought for childrens rights and early intervention in the school system at the legislature. (1980's).

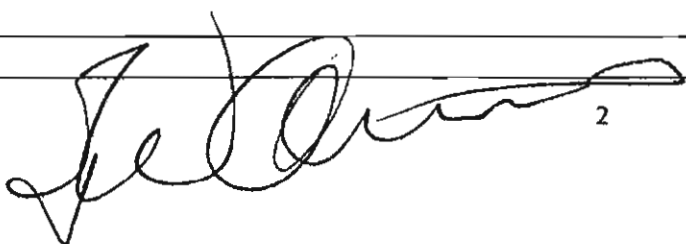
I have help the Kiwanis Club since the 1960's as a volunteer and as a member. We built the original Senior Citizens Center and Thrift Shop, which has since been replace with the current center.

I worked at the Fish Kitchen helping to serve the homeless or hungry. My wife and I and two of my kids did that. It was a way to involve our kids in the community.

4. List your affiliation with professional or technical societies, if required for position:

5. Do you anticipate any potential conflicts of interest? ☐ Yes ☒ No

If yes, please explain:



6. Personal/Professional References:

<u>Name</u>	<u>Address</u>	<u>Telephone Number</u>
David Sarnowski	4059 Bigelow Dr.	883-2267
Robey Willis	Carson City, Nevada	
Neil Rombardo	Carson City, Nevada	887-2094

I understand that my submitted application is considered public information. I understand the Board of Supervisors may require a pre-appointment background check for any position if deemed warranted.

I have read and understand the Carson City's Boards, Committees, and Commissions Policies and Procedures (online at www.carson.org/volunteer).

I hereby declare that all statements given by me on this form are truthful and complete to the best of my knowledge.


Signature of Applicant

4 - 19 - 2013

Date

Printed Name

You may attach more information.

Deliver, mail, fax or email signed and completed application to:

Carson City Executive Offices
201 N. Carson Street Suite 2
Carson City, NV 89701
(775) 887-2100 or 283-7125
FAX (775) 887-2286
lbanks@carson.org

| 18.02.010 - Planning commission.

1. Purpose. The purpose of this ordinance is to specify the establishment and authority of the Carson City Planning Commission (hereinafter in Title 18 referred to as "commission").
2. Authority; powers; duties; review by the board.
 - a. The commission is hereby created, pursuant to NRS 278.030.
 - b. The commission shall perform all duties and functions delegated to a County Planning Commission by the terms of NRS 278.010 to 278.630, inclusive, and CCMC Title 2 (Planning Commission).
 - c. The commission shall take action to approve, conditionally approve or deny special use permits, variances, and appeals of administrative decisions. The commission shall hear applications and recommend to the board action on changes to the Master Plan, zoning districts, amendments to Title 18 ordinances, amendments to the Development Standards, and all other appropriate subjects.
 - d. On matters where the commission takes final action, the proponent, any aggrieved party, or member of the board may appeal the decision to the board.
 - e. On matters where the commission makes a recommendation to the board, the board by majority vote may affirm, deny, or return to the recommendation to the commission for further consideration of any proposed recommendations.
3. Membership; terms of office; vacancies; removal; attendance by director.
 - a. There shall be seven (7) members of the commission.
 - b. The terms of the members shall be four (4) years or until a successor takes office and all terms shall expire on June 30th of their respective years.
 - c. Vacancies occurring before the expiration of a commissioner's term shall be filled for the remaining unexpired portion of the term.
 - d. Members may be removed, after a public hearing, by a majority vote of the board for inefficiency, neglect of duty, or malfeasance of office.
 - e. The Planning and Community Development Director (hereinafter in Title 18 referred to as director) or his designee shall be in attendance at all commission meetings.
4. Qualifications.
 - a. The mayor shall appoint, with the approval of the board, the members of the commission.
 - b. The members shall be residents of Carson City and registered voters therein at the time of their appointment and continuously throughout their term.
5. Compensation. All members of the commission shall serve without compensation.
6. Meetings and Records.
 - a. The commission shall hold at least one (1) regular meeting in each month.
 - b. The commission shall adopt by-laws and rules for the transaction of their business and shall keep a record of its decisions and findings. This record shall be a public record.
 - c. Complete records of official actions of the commission shall be kept on file in the office of the planning and community development department.
7. Chairman and Other Officers.
 - a. The commission shall elect yearly its chairman from among the appointed members.
 - b. The commission shall elect yearly other offices as it may determine necessary.

(Ord. 2001-23 § 2 (part), 2001).

PLANNING COMMISSIONS**NRS 278.030 Creation by cities and counties; number of members.**

1. The governing body of each city whose population is 25,000 or more and of each county whose population is 40,000 or more shall create by ordinance a planning commission to consist of seven members.

2. Cities whose population is less than 25,000 and counties whose population is less than 40,000 may create by ordinance a planning commission to consist of seven members. If the governing body of any city whose population is less than 25,000 or of any county whose population is less than 40,000 deems the creation of a planning commission unnecessary or inadvisable, the governing body may, in lieu of creating a planning commission as provided in this subsection, perform all the functions and have all of the powers which would otherwise be granted to and be performed by the planning commission.

[Part 3:110:1941; A 1947, 834; 1943 NCL § 5063.02]—(NRS A 1973, 914; 1989, 1917; 2001, 1967)

NRS 278.040 Members: Appointment; qualifications; compensation and expenses; terms; removal; vacancies.

1. The members of the planning commission are appointed by the chief executive officer of the city, or in the case of a county by the chairman of the board of county commissioners, with the approval of the governing body. The members must not be members of the governing body of the city or county. The majority of the members of the county planning commission in any county whose population is 400,000 or more must reside within the unincorporated area of the county.

2. In Carson City, the members of the planning commission established as provided in NRS 278.030 are appointed by the Mayor from the city at large, with the approval of the Board of Supervisors.

3. The governing body may provide for compensation to its planning commission in an amount of not more than \$80 per meeting of the commission, with a total of not more than \$400 per month, and may provide travel expenses and subsistence allowances for the members in the same amounts as are allowed for other officers and employees of the county or city.

4. Except as otherwise provided in this subsection, the term of each member is 4 years, or until his successor takes office. If applicable, the term of each member of a county or city planning commission in any county whose population is 400,000 or more is coterminous with the term of the member of the governing body who recommended his appointment to the appointing authority. If the recommending member resigns his office before the expiration of his term, the corresponding member of the planning commission may continue to serve until the office is next filled by election. If the office of the recommending member becomes vacant before the expiration of the term for any other reason, the corresponding member of the planning commission may continue to serve for the duration of the original term.

5. Except as otherwise provided in this subsection, members of a county or city planning commission may be removed, after public hearing, by a majority vote of the governing body for just cause. In a county whose population is 400,000 or more, members of a county or city planning commission serve at the pleasure of their appointing authority.

6. Vacancies occurring otherwise than through the expiration of term must be filled for the unexpired term.

[Part 3:110:1941; A 1947, 834; 1943 NCL § 5063.02]—(NRS A 1959, 13; 1969, 328; 1971, 1115; 1973, 914; 1979, 529, 1385, 1386; 1983, 1246; 1985, 22; 1989, 1917; 1991, 248; 1995, 198; 2001, 2804; 2003, 1733)