



Planning Commission Revised Bylaws Update Reference Chart

Topic & Bylaws Section	Old Bylaws	Code Section (chapter 3.64 BCC)	New Bylaws & Variable/Not Variable
Quorum <i>Section: Art. II.D</i>	<p>Quorum must exist at opening of meeting.</p> <p>Quorum presumed to exist until meeting adjourned, even if members leave.</p>	<p>BCC 3.64.030(C):</p> <p>Quorum must exist for majority of Planning Commission to take action.</p>	<p>Quorum must be maintained throughout the entirety of the meeting.</p> <p>Not Variable</p>
Time/place of meetings <i>Section: Art. V.A</i>	<p>7:00 p.m. on Wednesdays</p>	<p>BCC 3.64.030(A):</p> <p>Meet at least once a month, but may recess for either August or December.</p>	<p>Meet second and fourth Wednesdays of each month at 6:30 p.m., but may recess for either August or December.</p> <p>Not Variable</p> <p><u>Note:</u> Planning Commission may change the meeting time, if necessary, if it strictly complies with the statutory procedures for notice of a special meeting. RCW 42.30.080.</p>
Remote participation <i>Section: Art. V.G</i>	<p>N/A</p>	<p>BCC 3.64.030(E):</p> <p>Allowed. Must be approved at previous meeting, or approved prior to joining current meeting.</p> <p>Provides parameters and examples of when remote participation is authorized.</p>	<p>Allowed. Must be approved at previous meeting, or approved prior to joining current meeting.</p> <p>Provides parameters for remote participation.</p> <p>Not Variable</p>

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Time of Adjournment <i>Section: Art. V.J</i>	<p>After 11:00 pm, no new business will be heard without majority vote of Commissioners present.</p>	<p>N/A</p>	<p>Option for inserting defined adjournment time into updated Bylaws.</p> <p>Can extend adjournment time by motion carried by majority of Commissioners.</p> <p>Variable</p> <p>Staff Recommendation:</p> <p>Set specific adjournment time to facilitate Planning Commission control over length of meeting.</p> <p>Adjournment time can always be extended by motion carried by majority of Commissioners.</p> <p>Revised Art. V.J:</p> <p>9:00 p.m. time of adjournment, subject to the provision that the adjournment time may be extended upon approval of a motion carried by a majority of Commission members.</p>

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Public Hearing Testimony <i>Section: Art. VII.C</i>	<p>Five (5) minutes per speaker.</p> <p>No repetitive testimony.</p> <p>Applicants for privately-initiated Comprehensive Plan Amendments allowed fifteen (15) minutes for testimony.</p> <p>Additional time allowed if majority of Commissioners present determine necessary.</p>	N/A	<p>Three (3) minutes per speaker. (Art. VII.C(3)).</p> <p>Applicants for privately-initiated Comprehensive Plan Amendments allowed fifteen (15) minutes for testimony. (Art. VII.C(3)).</p> <p>Speakers encouraged to indicate support or opposition to previous comments, rather than repeat testimony. (Art. VII.C(4)).</p> <p>No specific time limitations on length of public hearings. (Art. VII.C(5)).</p> <p><i>Variable with respect to length of Public Hearing Testimony</i></p> <p>Revised Art. VII.C:</p> <p>Applicants or applicant representatives (collectively “applicants”) for a privately-initiated Comprehensive Plan amendment proposal will be allowed one presentation of seven (7) minutes (in total). Applicants will not be allowed to exceed seven (7) minutes unless the Chair or a majority of the Commission allows additional time.</p>

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Length of Public Comment During Oral and Written Communications <i>Sections:</i> Art. VII.D	<p>Five (5) minutes at first opportunity to comment if no public hearing has been held.</p> <p>Three (3) minutes at first opportunity to comment if public hearing is on Agenda.</p> <p>Three (3) minutes at second opportunity to comment, regardless of whether or not public hearing is held.</p>	N/A	<p>No public comment except during public hearing or during Oral and Written Communications Agenda Item.</p> <p>Time allowed for Oral Communications shall not exceed thirty (30) minutes.</p> <p>Three (3) minutes per person, but additional can be allowed by Chair or majority of the Commissioners.</p> <p><i>Variable with respect to length of time for oral communications.</i></p> <p>Revised Art. VII.D:</p> <p>The length of time for oral communications shall not exceed thirty (30) minutes, and speakers will be allowed to speak for three (3) minutes. Additional time will not be allowed unless the Chair or a majority of the Commission allows additional time.</p>
Ethics <i>Section: Art. X</i>	<p>Old Bylaws address conflict of interest and appearance of fairness.</p>	<p>BCC 3.64.010:</p> <p>Commissioners held to high ethical standards. Commissioners must comply with the City of Bellevue's Ethics Code, chapter 3.92 BCC.</p>	<p>Updated Bylaws address conflict of interest, appearance of fairness, and legal assistance.</p> <p>Commissioners "shall at all times comply with Chapter 3.92 of the Bellevue City Code." See Exhibit A (chapter 3.92 BCC)</p> <p><i>Not Variable</i></p>

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Communications With Council <i>Section: Art. XIII.A</i>	N/A	BCC 3.64.040: Formal communications to Council shall represent the official majority or minority opinions of the Planning Commission, and not those of individual Commissioners.	Planning Commission shall provide quarterly communications to Council. <i>Not Variable</i>
Records <i>Section: Art. XIV</i>	Records available for review.	Public Records Act Chapter 42.56 RCW Public Documents, Records and Publications Chapter 40.14 RCW	Public records are the property of the City of Bellevue and must be managed according to the provisions of Chapter 40.14 RCW. Planning Commissioner responsibilities and protocol regarding records are addressed in updated Bylaws. <i>Not Variable</i>