

Proposed Procedure and Schedule for Completion of the Planning Commission
Subcommittee Jefferson County Critical Ordinance Report

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1. Based on the scheduled completion date for the subcommittee's work there are **four** scheduled working sessions remaining between now and when the subcommittee's recommendations are to be sent to the Planning Commission. This does not include the meeting scheduled for March 1st for which the agenda has been set and therefore it's unlikely that we will be able to accomplish any substantial work on the report itself.
2. If we use the existing Jefferson County Ordinance as a guide, plus the added items in the May 8, 2006 DCD proposal we need to report on the following elements.
 - a. Definitions
 - b. Environmentally Sensitive Areas District (ESA)
 - c. Geologic Hazardous Areas
 - d. Fish and Wildlife Habitat Conservation Areas
 - e. Wetlands
 - f. Special Reports
3. The subcommittee has developed policy positions on Wetlands, Fish and Wildlife Habitat Conservation Areas, and on the Channel Migration Zone element of Geologic Hazardous Areas and should be prepared to develop recommendations on those sections first.
4. Amy Hiatt has developed a proposal on definitions that includes definitions on agriculture that we were looking for and her work looks ready to be considered by the committee as a contribution to the report.
5. The Geologic Hazardous Areas, exclusive of the Channel Migration Zone Element still needs to be done. While this section will probably not take much time it can be put off until later in the report schedule.
6. The Environmentally Sensitive Areas District (ESA) and Special Reports sections need to be reviewed to make sure that there are no outstanding issues there but since they are not BSA based sections it appears that changes there are likely to be minor. These sections can be put off until later in the report.

7. Sections of the report that are likely to involve differences of opinion among the committee members are the Wetlands and Fish and Wildlife Habitat Conservation Areas, as well as the Channel Migration Zone element of the Geologic Hazardous Areas section. Since these are likely to result in a minority position in the report they should be developed in a way that allows time for the minority position to be developed and incorporated in the report in an orderly manner. The general procedure that I propose for doing this is as follows.
 - a. A section of the report is developed by the same people who developed the policy position that the majority of the committee has already approved.
 - b. This section is presented to the committee at the regular committee meeting, (if possible with electronic distribution to the committee before the meeting though given the time constraints I don't think this distribution will really be possible).
 - c. After reading the proposed section of the report at the meeting and resolving any issues of form, not substance, during a discussion period, each member of the committee will vote yea or nay, on each paragraph in the draft report by checking the appropriate box placed next to the paragraph on the draft document.
 - d. At the conclusion of the voting members will be polled by the chairman individually with the following questions:
 - i. Have you voted nay on any of the paragraphs in the proposal?
 - ii. If you have voted nay on any of the paragraphs in the proposal, does your vote indicate general disagreement with the proposal or minor disagreement that you believe can be dealt with at this time?
 - e. At the conclusion of polling by the chairman the following actions will be taken as appropriate:
 - i. If during polling the committee members have all agreed that the proposed draft is acceptable, i.e., no nay votes on any paragraph, the chairman will declare that the committee by a unanimous vote has approved the draft as written and that it will be forwarded to the Planning Commission as completed. The committee members will be asked to sign their copies of the draft report, containing their votes and these will be collected for the record.
 - ii. If during the polling a committee member or members indicates that they are in general disagreement with any paragraph in the draft proposal the chairman will table consideration of the report for one week and instruct the committee that those in disagreement with the proposed draft will have one week to prepare a minority report of those paragraphs with which they disagree.
 - iii. If during the polling no committee member indicates general disagreement, but rather minor disagreement with any paragraph

the chairman will call for discussion on affected paragraph to determine if a resolution is to be made at that meeting. Such discussion should be limited by the chairman to determining whether a minor modification will satisfy the member. At any time that it appears the discussion will be unproductive the chairman should table the draft report and proceed as though the disagreement is of such importance as to require a minority report.

- f. On taking up the draft proposal a second time (a week later) the draft proposal and any submitted minority proposals will be considered in the following manner:
 - i. Each member of the committee will be provided a copy of the draft and any minority reports identified by paragraph.
 - ii. Voting will be conducted only on paragraphs for which a minority report has been received.
 - iii. The chairman will call for a vote on the draft paragraph as originally presented. The names of those voting in the affirmative on the original draft will be recorded and included in the report.
 - iv. The chairman will then call for a vote on the first alternative presented by the minority. The names of those voting in the affirmative on the first alternative will be recorded and included in the report.
 - v. The chairman will then call for a vote on the second alternative presented by the minority, (if there is one) and the names of those voting in the affirmative on the second alternative will be recorded and included in the report. And so on until all minority positions have been dealt with.
 - vi. At the conclusion of voting on all paragraphs for which minority positions have been received the chairman will declare that the committee members having voted on the draft proposal and all known alternatives presented by the members; that the committee has completed work on that section of the CAO review report and that it will be forwarded to the Planning Commission as drafted with noted minority positions.

8. The following schedule is proposed for taking up consideration of the various sections of the report.

March 1, 2007	Process discussion Definitions Vote	
March 8, 2007	Fish and Wildlife Habitat Corridors	2 nd Definitions Vote
March 15, 2007	Wetlands	Fish and Wildlife Habitat Corridors 2 nd Vote
March 22, 2007	Geologic Hazards, Environmentally Sensitive Areas, Special Reports	Wetlands 2 nd Vote
March 29, 2007		2 nd Vote on Geologic Hazards, Environmentally Sensitive Areas, Special Reports

There is a lot of work to be done and a lot of opportunity for any member of the committee to derail the process, should they desire to do so. My hope is that the members of the committee truly believe that the process of open debate and public involvement is worth more in a democratic society than simply prevailing in a strongly held position by whatever means are available.