

# **ROLES AND DUTIES**

## **Planning Commission**

### **City of Merced**

The Commission, created by City Charter, studies land subdivisions, planning and zoning matters. The Commission recommends to the City Council the adoption, amendment, or repeal of the City's Master Plan for the physical development of the City. The Commission consists of seven members who serve four-year terms of office. Meetings are held on the first and third Wednesdays of each month at 7:00 p.m.

#### Interested Applicants:

This position requires the filing of a Statement of Economic Interests under the California Fair Political Practices Act guidelines.

Your application will be submitted to the City Council for consideration when a vacancy occurs on this Board. Appointments are made by the Council during its regular meeting agenda. You will be notified of the Council's action immediately following the meeting.

In the event you are not appointed, your application will be kept on file for a period of one year from the date of application. Each time a vacancy occurs on this board during the year, you will be contacted by the City Clerk's office to verify you are still interested prior to submitting your application to the Council.

Return the completed application form to: City Clerk's Office 678 West 18<sup>th</sup> Street, Merced, California 95340. Please be as descriptive as possible on the application form and include two references who can attest to your suitability for appointment to this board.