

Purpose

The Land Use and Transportation Committee (hereinafter “the Committee”) of the Rose City Park Neighborhood Association (hereinafter “RCPNA”) shall, with the approval of this Charter, become a standing Committee of the Association as described in the Bylaws. The Committee will meet regularly to discuss and make recommendations to the board on issues concerning Land Use and Transportation planning, zoning, and infrastructure, as they arise through city, county, state, or federal processes.

Membership

The board will appoint two co-chairs and an unlimited number of permanent members to the Committee. Co-chairs and all permanent members must also be board members and will be accountable to the board and the RCPNA for their actions and duties as a member of the Committee.

The Committee will accept volunteer members to the Committee from the community at large. In most cases, volunteer members should be from the Rose City Park neighborhood, and thus a member of the RCPNA. At the Committee’s discretion, it may accept volunteer members from outside the RCPNA. Volunteer members should commit to some extent of ongoing involvement in the Committee, a specific project, or a specific issue. The Committee shall keep the names and contact information of volunteer members and their interests associated with their Committee membership.

All members must submit their names, address, and telephone number to the co-chairs of the committee for the committee roster.

Process

The Committee will meet at least once per month, usually on the third Thursday of the month, but the specific dates, times, and places will be set by the Co-chairs. At least one co-chair must be present at each meeting. The co-chairs will announce the meeting place and time on the RCPNA website and, when practicable, the newsletter. Co-chairs will be responsible for setting an agenda for meetings. However, meeting agendas can be amended during a meeting with a majority vote upon a motion and second from any member. Co-chairs will be responsible for keeping to the agenda and keeping the meeting duration reasonable. Co-chairs may set-over agenda items as needed for time and efficiency. A set-over may be overruled by a majority vote of the Committee.

In general, the Committee will meet to discuss and offer recommendations to the RCPNA Board on issues concerning Land Use and Transportation planning, zoning, and infrastructure in the neighborhood. Recommendations will be made to the Board by

means of majority vote of the Committee. In order to make a recommendation to the Board, a quorum of at least a majority of the appointed members of the Committee must be present. Each member, whether appointed by the Board or volunteer, will have one vote. The recommendation receiving the majority of the vote will be passed to the Board for further consideration.

The Committee will be charged with fielding inquiries from local, state, and federal government officials concerning land use planning, zoning, and infrastructure in the Rose City Park Neighborhood, and will have standing authority to provide input to these officials as to the RCPNA's position on these issues. Due to time-sensitivity, on issues such as input to local and state government on the issuance of alcohol permits, building permits, etc., upon a majority vote of the Committee, the Committee may give direct input to the proper government authority. In these cases, it should be made clear that the opinion is that of the Committee and not of the Board or the RCPNA as a whole. The Committee shall keep the neighborhood and the Board informed of its proceedings, decisions, and external actions by posting minutes of each meeting on the RCPNA website and providing a copy of each meeting's minutes at the next available board meeting.

Communication / Roster

The primary source of communication within the Committee and to the RCPNA will be via the web site and the Land Use email distribution list. All members of the committee, whether appointed or volunteer, will have the right to participate in the Land Use email list, but will not be required to do so. All notices of meetings, documents for review, minutes, and proposed topics will be posed to the RCPNA website. Co-chairs will be responsible for communicating the scheduling of meetings.

The co-chairs of the Committee will keep a roster of the appointed and volunteer members, including names, addresses, and telephone numbers. All members must include their information on this list.

As reflected by the minutes of the RCPNA BOARD, this CHARTER was APPROVED BY A MAJORITY OF THE BOARD on:

this _____ day of _____, 2009.

Kelly Davis
Chair

Kelli Joy
Secretary