

**August 28, 2018**

**Sponsoring Commissioners: Patricia Seeger, Tracy Witte and Karen McGraw**

**Request for Amendment to the Rules of Procedure, the City Planning Commission, Austin, Texas**

**Requirements for Commissioner-Sponsored Recommendations and Resolutions**

Any member of the Planning Commission sponsoring recommendations and/or resolutions for consideration, discussion and/or possible action by the Planning Commission is required to submit a draft of 1) the proposed recommendation and/or resolution and 2) all related back-up material for public posting and distribution to all members of the Planning Commission.

The agenda topic must be submitted to the Commission Liaison by Friday 9:00 am for submission to the City Clerk at 10:00 am, prior to the meeting the following Tuesday. Back-up material must be submitted to the Commission Liaison by Monday 12:00 noon for the 2:00 pm online posting.

Non-compliance with the above rule will result in postponement to the next regularly scheduled meeting of the Planning Commission. All requirements for posting will apply.