



# Application Fact Sheet

## Planning Commission

The Richland City Council is accepting applications from citizens interested in serving on the Planning Commission. The unexpired term for Positions No. 4 will expire on March 31, 2024.

Number of Vacancies	One (1)
Deadline for Submittal	October 26, 2020
Authority	Richland Municipal Code Section 2.04.110 and Chapter 2.16
Number of Members	Membership is composed of seven members.
Residency Requirements	Members shall be residents of the City of Richland.
Qualifications*	<p>It is strongly recommended that applicants have a general knowledge of Council's Community Priorities and a strong desire to be involved with land use development. A background in any of the following is desirable: Urban Planning, Architecture, Transportation, Civil Engineering, Geology, or Economic Development. Participation in the community and time availability will also be considered.</p> <p><b>*All applicants will be reviewed for potential conflicts of interest.</b></p>
Appointment	The current procedure for filling vacancies requires an incumbent to reapply along with any other interested individuals.
Term of Office	Members shall serve staggered six-year terms.
Compensation	This is a non-salaried appointment.
Duties	The Planning Commission serves as an advisory body to the City Council to recommend, or prepare and recommend, regulations, amendments, extensions, or additions to such regulations or plans for the physical development of the City in the interest of health, safety, economic viability, and general welfare.
Meetings	Meetings are held on the fourth Wednesday of each month at 6:00 p.m. and Workshop sessions scheduled the second Wednesday of each month.
Application Process	<p>An application may be obtained at <a href="http://www.ci.richland.wa.us/bccvacancies">www.ci.richland.wa.us/bccvacancies</a> or at the address listed below. All applicants will be considered regardless of age, sex, race, creed, religion, national origin, or presence of disabilities.</p> <p>Selecting a member typically ranges from three to six weeks. You will be notified by mail when the Council approves the appointment.</p>