AGENDA SUMMARY
ARCHITECTURAL REVIEW COMMITTEE MEETING
MONDAY, MAY 2, 2016
2:30 P.M.
CITY HALL 2ND FLOOR CONFERENCE ROOM
300 E. BRANCH STREET, ARROYO GRANDE

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **FLAG SALUTE:**

4. **COMMUNITY COMMENTS AND SUGGESTIONS:**

   This public comment period is an invitation to members of the community to present issues, thoughts, or suggestions. Comments should be limited to those matters that are within the jurisdiction of the Architectural Review Committee (ARC). The Brown Act restricts the ARC from taking formal action on matters not scheduled on the agenda.

5. **APPROVAL OF MINUTES:**

5.a. **CONSIDERATION OF APPROVAL OF MINUTES**
Recommended Action: Approve the minutes of the April 18, 2016 meeting.

Documents: **Draft MINUTES 4-18-16.pdf**

6. **PROJECTS:**

   Members of the public may speak on any of the following items when recognized by the Chair.

6.a. **CONTINUED CONSIDERATION OF STAFF PROJECT NO. 16-003; EAST BRANCH STREET STREETSCAPING PRELIMINARY ALTERNATIVES; LOCATION – EAST BRANCH STREET BETWEEN MASON STREET AND PAULDING CIRCLE; APPLICANT – CITY OF ARROYO GRANDE**
Recommended Action: It is recommended that the Architectural Review Committee review the alternatives presented and make a recommendation to the City Council.

Documents: **ARC 06.a. Continued Staff 16-003 East Branch Street Streetscape.pdf**

6.b. **CONSIDERATION OF DESIGN GUIDELINES FOR TENTATIVE TRACT MAP 01-001; FIFTEEN (15) NEW SINGLE-FAMILY RESIDENCES AT TRACT 1998 (MEADOWS AT RANCHO GRANDE); LOCATION – TERMINUS OF NEW ROAD - BLOSSOM VALLEY ROAD OFF LA CANADA; APPLICANT – DON RITTER**
Recommended Action: It is recommended that the Architectural Review Committee review the proposed Design Guidelines for the Meadows at Rancho Grande (MRG) and make a recommendation to the Community Development Director.

Documents: **ARC 06.b. Tract Map 01-001 Design Guidelines Meadows at Rancho Grande.pdf**

6.c. **CONSIDERATION OF ADMINISTRATIVE SIGN PERMIT 16-013; NEW SIGNS FOR A NEW BUSINESS; LOCATION – 103 EAST BRANCH STREET; APPLICANT – LANCE GONZALEZ**
Recommended Action: It is recommended that the Architectural Review Committee

consider the proposed project and make a recommendation to the Community Development Director.

Documents: **ARC 06.c. ASP 16-013 103 East Branch Street.pdf**

7. DISCUSSION ITEMS:

7.a. **ELECTION OF OFFICERS**

Recommended Action: It is recommended that the Architectural Review Committee elect a Chair and Vice Chair effective the second meeting in May 2016, and continuing until its first regular meeting in March 2017.

Documents: **7.a. Election of Officers.pdf**

8. COMMITTEE COMMUNICATIONS:

Correspondence/Comments as presented by the Architectural Review Committee.

9. STAFF COMMUNICATIONS:

Correspondence/Comments as presented by City staff.

10. ADJOURNMENT

All staff reports or other written documentation, including any supplemental material distributed to a majority of the Architectural Review Committee within 72 hours of a regular meeting, relating to each item of business on the agenda are available for public inspection during regular business hours in the Community Development Department, 300 East Branch Street, Arroyo Grande. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. To make a request for disability-related modification or accommodation, contact the Legislative and Information Services Department at 805-473-5414 as soon as possible and at least 48 hours prior to the meeting date.

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ACTION MINUTES

SPECIAL MEETING OF THE ARCHITECTURAL REVIEW COMMITTEE
MONDAY, APRIL 18, 2016
CITY HALL SECOND FLOOR CONFERENCE ROOM, 300 EAST BRANCH STREET
ARROYO GRANDE, CA

1. CALL TO ORDER
Chair Hoag called the Special Architectural Review Committee meeting to order at 2:31 p.m.

2. ROLL CALL
ARC Members: Committee Members Warren Hoag, Michael Peachey, and Mary Hertel were present. Bruce Berlin and John Rubatzky were absent.

City Staff Present: Associate Planner Matt Downing and Planning Interns Patrick Holub and Sam Anderson were present.

3. FLAG SALUTE
Warren Hoag led the Flag Salute.

4. COMMUNITY COMMENTS AND SUGGESTIONS
None.

5. APPROVAL OF MINUTES
Mary Hertel made a motion, seconded by Michael Peachey, to approve the minutes of April 4, 2016 as submitted.

The motion passed on a 3-0-2 voice vote, with Bruce Berlin and John Rubatzky absent.

6. PROJECTS

6.a. CONSIDERATION OF ARCHITECTURAL REVIEW 16-002; CONSTRUCTION OF ONE NEW TWO-STORY SINGLE FAMILY RESIDENCE AND SECONDARY DWELLING UNIT; LOCATION – 242 LARCHMONT DRIVE; APPLICANT – JUSTIN CAREY; REPRESENTATIVE – GREG SOTO (Holub)

Planning Intern Holub presented the project.

Planning Intern Holub and Associate Planner Downing responded to questions from the Committee regarding the front facing garage, driveway width, and the absence of sidewalks on Larchmont Drive.

Greg Soto, representative, spoke in support of the project and responded to questions from the Committee.

The Committee provided comments regarding ways to reduce the amount of impervious surfaces, making the courtyard more attractive to neighbors, and incorporating more variety in the landscaping plan.

Michael Peachey made a motion, seconded by Mary Hertel, to recommend approval of the project to the Community Development Director with the following conditions:

1. Incorporate additional detailing on roof supports;
2. Maintain consistency of window treatments;
3. Incorporate more density and variety into the landscape plan;
4. Utilize more pervious materials in the motor court;
5. Narrow the driveway to 12' and offset with landscaping at the end of the driveway nearest the street; and
6. Clarify the species name of "Apricot Bush"

The motion passed on a 3-0-2 voice vote, with Bruce Berlin and John Rubatzky absent.

6.b. CONSIDERATION OF VARIANCE 16-001 AND VIEWSHED REVIEW 16-001; CONVERSION OF EXISTING HOME TO SECONDARY DWELLING UNIT AND CONSTRUCTION OF NEW TWO-STORY SINGLE FAMILY HOME, THREE (3) CAR GARAGE, AND FIVE FOOT (5') SOUTH SIDE YARD SETBACK REDUCTION; LOCATION – 190 SOUTH ELM STREET; APPLICANT – DANTE TOMASINI; REPRESENTATIVE – DOUGLAS R. FANER (Anderson)

Planning Intern Anderson presented the project.

Planning Intern Anderson responded to questions from the Committee regarding whether Viewshed Reviews apply to multi-family residences, the design of the proposed three car garage, and the decision making body on the variance.

Douglas Faner, representative, spoke in support of the project and responded to questions from the Committee.

The Committee provided comments regarding the variance, reducing the size of the driveway in order to incorporate more landscaping along the house, and the preferred color palate.

Mary Hertel made a motion, seconded by Michael Peachey, to recommend approval of the project to the Planning Commission with the following considerations:

1. Shift the main house towards the rear of the lot five feet (5') as long as this does not harm the Oak tree at the rear of the property;
2. Reduce the width of the driveway along the house in order to increase landscaping;
3. Investigate eliminating turf from the landscaping plan;
4. Utilize the darker color palate;
5. Paint roof vents to match the color of the roof;

DRAFT

6. Incorporate windows into the garage doors;
7. Install a door in the rear bedroom of the new residence to allow access to the backyard.

The motion passed on a 3-0-2 voice vote, with Bruce Berlin and John Rubatzky absent.

7. <u>DISCUSSION ITEMS</u>

7.a. Hydro Heaven Signage Alternatives; Location – 125 Traffic Way; Applicant – Raffi Kaloosian (Downing)

Associate Planner Downing presented the history of the applicant's sign proposal.

Raffi Kaloosian, applicant, responded to questions from the Committee and discussed possible alternatives for signage.

The Committee provided input on the applicant's signage alternatives. No action was taken.

Michael Peachey left the meeting at 4:10 p.m. Due to a lack of a quorum, all remaining items were tabled and the meeting was adjourned to a meeting on May 2nd, 2016 at 2:30 p.m.

_____ _____

PATRICK HOLUB **WARREN HOAG, CHAIR**
ADMINISTRATIVE INTERN
(Approved at ARC Mtg -----)

DRAFT

MEMORANDUM

TO: ARCHITECTURAL REVIEW COMMITTEE

FROM: TERESA MCCLISH, COMMUNITY DEVELOPMENT DIRECTOR

BY: MATTHEW DOWNING, PLANNING MANAGER MD

SUBJECT: CONTINUED CONSIDERATION OF STAFF PROJECT NO. 16-003; EAST BRANCH STREET STREETSCAPING PRELIMINARY ALTERNATIVES; LOCATION – EAST BRANCH STREET BETWEEN MASON STREET AND PAULDING CIRCLE; APPLICANT – CITY OF ARROYO GRANDE

DATE: MAY 2, 2016

RECOMMENDATION:

It is recommended that the Architectural Review Committee (ARC) review the alternatives presented and make a recommendation to the City Council.

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

The design and implementation of the streetscape project is funded through a $390,000 Regional Surface Transportation Program grant with approximately $45,000 additional funding provided by local sales tax funds. Impacts to personnel resources have been minimal due to use of consultant services for design and meeting organization.

BACKGROUND:

The City completed the first phase of streetscape improvements on Branch Street west of Mason Street in 2009. The City received a Regional Surface Transportation Grant to design and implement additional streetscape designs to complete the second phase of the streetscape project. On August 13, 2015, the City solicited proposals for the design and construction document preparation of the project. Omni-Means was chosen to complete this work and a stakeholder group was established. The stakeholder group consists of local business owners, the Village Improvement Association, and representatives of the Planning Commission, Traffic Commission, Architectural Review Committee, and Downtown Parking Advisory Board. The stakeholder group held three (3) meetings to refine the design alternatives, with the most recent meeting occurring on April 5, 2016. Committee member Hertel is the ARC's representative on the stakeholder group. The ARC was scheduled to consider the preliminary streetscaping alternatives on April 18, 2016; however, the item was continued due to lack of quorum at the meeting.

East Branch Street, from Mason Street to approximately Crown Hill Street, is part of the City's Village Core, but does not contain any of the streetscape elements that exist in the western portion of the Village. Two conceptual plans have been developed, with Alternative 1 maximizing Class II bicycle lanes in this segment of Branch Street and Alternative 2 aiming to retain as much existing on-street parking as is practical. Several design features remain consistent in either alternative, including a landscaped median at Le Point Terrace, vegetated bulb outs, and consistent street furniture.

Landscaped Median

The original concept plan included three (3) landscaped medians along the project segment of Branch Street. However, due to vehicle queuing issues, the only remaining median is located at Le Point Terrace. This provides an opportunity to include a pedestrian connection east of Mason Street and reduces the distance of roadway necessary for pedestrians to cross. Rapid flash crosswalk signs or similar device is anticipated to warn motorists of pedestrians in the roadway. The median will be planted with several drought tolerant plants (see Sheet LA2 of Attachment 1). The median is also intended to slow traffic in the area by providing reduced road width striping. The stakeholder group supported the median with revised plantings to ensure the selected varieties thrive in the City's climate. This median will restrict left turns onto and from Le Point Terrace.

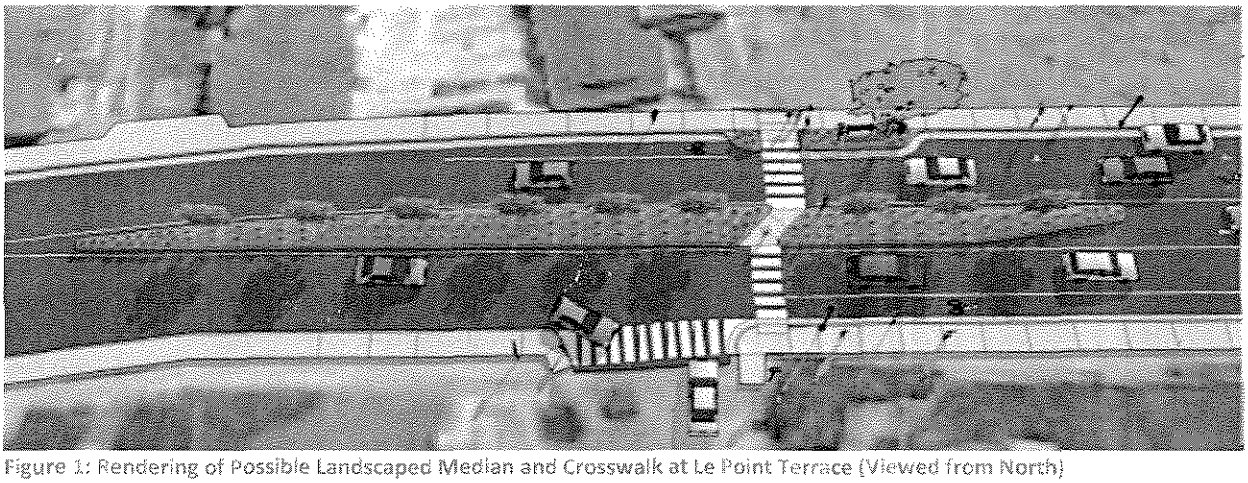


Figure 1: Rendering of Possible Landscaped Median and Crosswalk at Le Point Terrace (Viewed from North)

Bulb Outs

The preliminary design concept includes several vegetated bulb outs along Branch Street. Bulb outs provide opportunities to reduce roadway speeds and provide increased area for existing and proposed street trees. An elongated bulb out at Tally Ho Creek provides an opportunity for a bench overlooking the riparian habitat area. The stakeholder group determined that fencing in this area should transition and coordinate with the Branch Street Inn project and identified a preference for fence option "A" (see Sheet LA3 of Attachment 1). Fence option "B" also provides an opportunity to coordinate with the Branch Street Inn and is recommended for consideration.

Tile Sidewalk Bands

Sidewalks in the Village currently include terra cotta tile bands and plantar boxes. These bands cause maintenance issues due to cracking and chipping, present slipping hazards when wet, and result in color differentiation when replaced. As part of this phase of the streetscape project, it is proposed to begin using colored concrete pavers instead of tiles. This will result in sturdy, non-slip surfaces that can provide more consistent coloring throughout the village area.

ADVANTAGES:

Selection of either alternative will result in several aesthetic improvements in the project's segment of Branch Street. Alternative 1 would implement several Priorities of the Bicycle and Trails Master Plan by providing Class II bike lanes within the project area. Alternative 2 will maintain on street parking in an area identified by residents and businesses as being impacted.

DISADVANTAGES:

Implementation of the project will necessitate the loss of some existing on street parking in the project area due to spaces not meeting safety and visibility standards. Alternative 1 results in the greatest loss of on street parking within the project area in exchange for dedicated bike lanes. Alternative 2 retains the most on street parking in exchange for not dedicating area to bike lanes.

ENVIRONMENTAL REVIEW

In accordance with the California Environmental Quality Act (CEQA), the State CEQA Guidelines, and the Arroyo Grande Procedures for the Implementation of CEQA, the project has been determined to be categorically exempt per Section 15031(a) of the CEQA Guidelines regarding projects within existing streets, sidewalks, gutters, bicycle and pedestrian trails and similar features.

Attachment:

1. Preliminary streetscape design plans

MEMORANDUM

TO: ARCHITECTURAL REVIEW COMMITTEE

FROM: TERESA McCLISH, COMMUNITY DEVELOPMENT DIRECTOR

BY: SAM ANDERSON, PLANNING INTERN

SUBJECT: CONSIDERATION OF DESIGN GUIDELINES FOR TENTATIVE TRACT MAP 01-001; FIFTEEN (15) NEW SINGLE-FAMILY RESIDENCES AT TRACT 1998 (MEADOWS AT RANCHO GRANDE); LOCATION – TERMINUS OF NEW ROAD – BLOSSOM VALLEY ROAD OFF LA CANADA; APPLICANT – DON RITTER

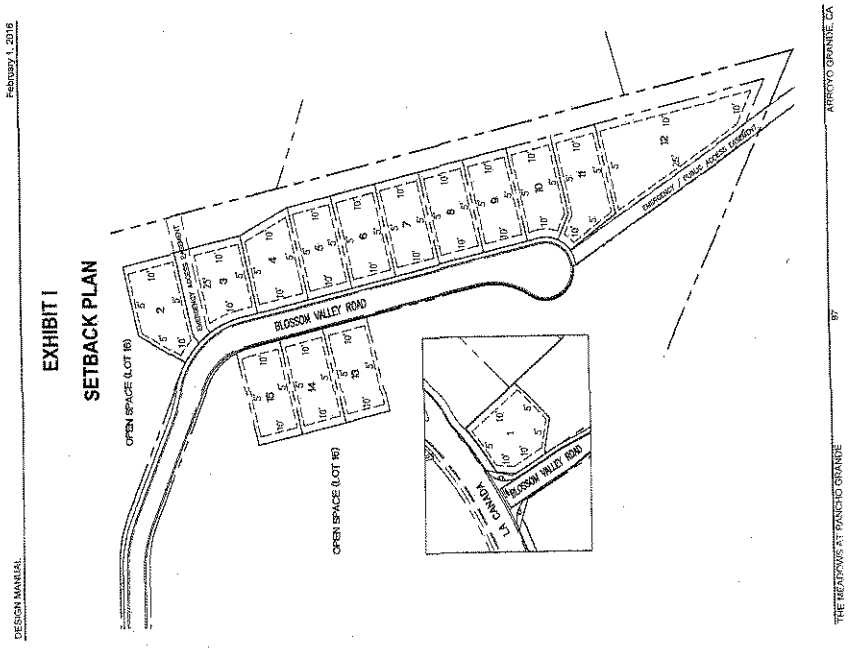
DATE: MAY 2, 2016

RECOMMENDATION:

It is recommended that the Architectural Review Committee (ARC) review the proposed Design Guidelines for the Meadows at Rancho Grande (MRG) and make a recommendation to the Community Development Director.

BACKGROUND

Location



The project site is located to the east of La Canada Road and is 26.9 acres in size. On January 27, 2009, the City Council adopted Resolution 4526, approving Vesting Tentative Tract Map 01-001 for fifteen (15) residential lots and one twenty-two (22) acre open space parcel. The Vested Map is still active as a result of state law.

ANALYSIS OF ISSUES

MRG Design Manual Standards

Condition of Approval 14 – Design Manual Standards require that a Design Review application be submitted for final review of the project Design Guideline Manual by the ARC for a recommendation to the Community Development Director.

The proposed design guidelines for the project include site development standards, architectural design standards, landscape design standards, information about the design review process, and an appendix with design details and example forms. The proposed design guidelines are included as Attachment 1. The focus on this review is on the adequacy of the document to Condition of Approval 14, which states:

14. DESIGN MANUAL STANDARDS — Conformance with the Design Manual shall be a requirement of any construction in the project. Construction of the public improvements shall be exempt from the requirements of the Design Manual. This requirement shall be explicitly incorporated into the tract CC&R's and shall be recorded with each lot. The CC&R's shall incorporate the Design Manual ("Manual") by reference.

a. Prior to final map recordation, a Design Review application shall be submitted for final review of the project Design Guideline Manual by the Architectural Review Committee for a recommendation to the Community Development Director. The following modifications shall be made to the Manual (Exhibit G):

   i. The front setback for front-loaded garages is 20 feet.

   ii. All updated requirements from the California Building Code shall be reflected in the document, including seismic requirements in Design Manual Section 3.34.

   iii. Lots that are not constructed to final grade shall include specific lot design provisions for site drainage and slope retention, consistent with site Storm Water Pollution Prevention Plan and approved by the Director of Public Works.

b. Prior to Building Permit issuance, a Design Review application shall be submitted for each proposed residence to determine consistency with the approved Design Guideline Manual for the project. The Community Development Director shall refer an application to the Architectural Review Committee for consideration and recommendation. Submittal requirements shall include a site plan, building elevations, landscape plan, color and materials board, and any

other material needed to determine design consistency, as determined by the Community Development Director or the Architectural Review Committee.

Architectural Review Committee

Per the guidelines, a "Design Committee" (HOA DC) will be formed by the developer who will review project plans for individual homes, as well as any other major or minor projects. Any decisions made by the HOA DC are subject to final review and approval by the Community Development Director. Additionally, the Community Development Director shall "review the site plan, preliminary grading plan, lighting plan, elevations, colors and materials of proposed improvements for "substantial compliance" with this Design Manual." This condition is interpreted to mean that all residential development and landscape plans that require City review must be reviewed by the ARC through the City's Design Review process.

Processing Requirements

The processing requirements are divided into two types of projects – major and minor. Major projects constitute:

1. Home alteration or addition (typically work valued in excess of $5,000),
2. Site work alteration or addition requiring a building permit,
3. Or landscape alteration or addition (over 4,000 square feet).

By contrast, minor projects constitute:

1. Home alteration or addition (typically work valued in under $5,000),
2. Site work alteration or addition NOT requiring a building permit,
3. Or landscape alteration or addition (under 4,000 square feet).

Major Project Submittal

The following are required to be submitted for major project review:

- Preliminary site, grading and drainage plans
- Architectural site plan
- Architectural floor plan
- Preliminary building sections
- Exterior building elevations
- Lighting plan
- Preliminary landscape and irrigation plan
- Sample color and materials board
- Provide samples of all finishes
- Statement of exceptions or deviations

Neighbors shall be notified of an upcoming HOA DC meeting at least fourteen (14) days in advance. Upon submittal, the HOA DC will forward one copy to the Community Development Director for review. The Community Development Director shall provide comments to the HOA DC, if any, the day before the review takes place. The HOA DC's decision is subject to final review by the Community Development Director.

Site and Landscape Design

The Site and Landscape Design Guidelines are intended to "demonstrate sensitivity to the oak woodlands and surrounding hillsides ... designed to enhance the natural rural setting of The Meadows." Paving should be avoided, and fencing should not be used to obscure the properties. The ARC should consider whether these Guidelines will be effective at protecting the natural beauty of the project location. Note fencing, setbacks, grading and drainage, hardscaping and landscaping regulations designed to promote the natural feel of the project. The landscaping regulations do not currently include language about new State Water Efficient Landscape Ordinances. Inclusion of this element would aid in new construction conforming to the intent of the Site and Landscape Design Guidelines.

Architectural Design

The Architectural Design Guidelines strive to "encourage buildings which are visually compatible with the ... context of the tract ... design which contributes toward a rural ambience and which affords privacy and separation among homes." The ARC should consider whether these guidelines dictate responsible and attractive architecture within the context of the environment the project is situated in.

The Architectural Design Guidelines identify that the following building elements are encouraged:

- Projections, terracing, recesses and roof overhangs
- Vertical and horizontal articulation
- Concealment of tall, slender posts or columns
- Recessed or pronounced entrances
- 24"-30" minimum overhangs at the eaves and 12"-18" at the rake edges
- Form and color uniformity in roofing material
- Porches
- Use of garden walls, balconies, arbors, and trellis structures

The design guidelines follow with a discussion of building massing, form and detail, building security, colors, detached structures, exterior products, finishes and materials, height, etc. All standards are as strict as or stricter than Arroyo Grande Municipal Code standards. The language describing building size on page 27 is not clear on the use of building size versus floor area ratio and should be clarified by the applicant.

Forms and Exhibits

No issues were noted with submitted forms and exhibits. The ARC should consider whether the proposed landscaping materials and pre-approved floor plans adequately support and represent The Meadows at Rancho Grande Design Guidelines.

Attachments:

1. Submitted Design Guidelines (Available for public review at City Hall)

MEMORANDUM

TO: ARCHITECTURAL REVIEW COMMITTEE

FROM: PATRICK HOLUB, PLANNING INTERN

SUBJECT: CONSIDERATION OF ADMINISTRATIVE SIGN PERMIT 16-013; NEW SIGNS FOR A NEW BUSINESS; LOCATION – 103 EAST BRANCH STREET; APPLICANT – LANCE GONZALEZ

DATE: MAY 2, 2016

RECOMMENDATION:

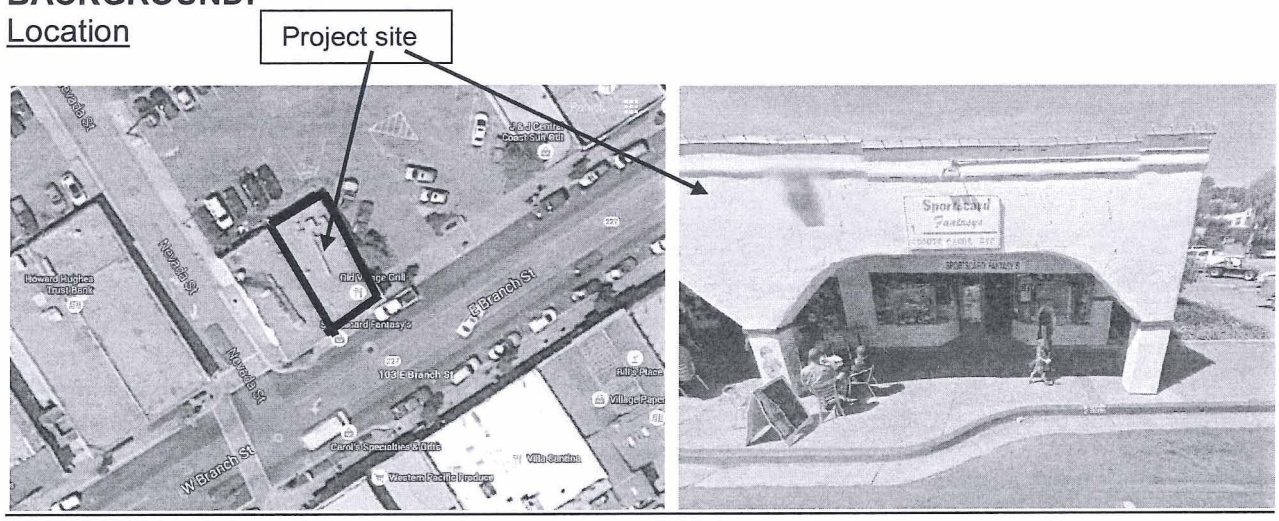
It is recommended that the Architectural Review Committee (ARC) consider the proposed project and make a recommendation to the Community Development Director.

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

None.

BACKGROUND:

Location



The subject property is zoned Village Core Downtown, is located in the D-2.4 Historic Character Overlay District and requires review by the Architectural Review Committee for compliance with the *Design Guidelines and Standards for the Historic Character Overlay District (D-2.4).*

ANALYSIS OF ISSUES:

Project Description

The applicant proposes two (2) new wall signs for a new business. The proposed signs are each 14.66 square feet, for a total of 29.32 square feet of signage. The design and materials for the signs are as follows:

Wall Sign 1

Materials:	Carved High Density Urethane (HDU) – dimensional sign
Colors:	Red, white, and blue letters over a baseball diamond, with a black background
Message:	*Sports Dugout Arroyo Grande; Memorabilia; Collectibles*
Size:	32" x 66" x 2" – 14.66 square feet.
Location:	Above main entrance.
Illumination:	External

Wall Sign 2

Materials:	Medium-Density Overlay (MDO) sign – digital print
Colors:	Red, white, and blue letters over a baseball diamond, with a black background
Message:	*Sports Dugout Arroyo Grande; Memorabilia; Collectibles*
Size:	32" x 66" x 0.5" – 14.66 square feet.
Location:	Mounted on eastern side wall.
Illumination:	External

Development Code Compliance

According to the development code, the property is allowed a maximum of two (2) wall signs. The colors and materials chosen for the proposed signs meet the requirements of the Village Design Guidelines, complimenting the color scheme of the building and mimicking the appearance of wood. The property is allowed two (2) square feet of sign area per linear foot of street frontage. The property has twenty-six feet (26') of street frontage, allowing for a maximum of fifty-two (52) square feet of signage. The applicant is proposing a total of 29.32 square feet of signage. The border of the HDU sign will be carved three-dimensional, while the border of the MDO sign will be digitally printed metallic gold.

As shown, the proposed signs meet each of the requirements of the Arroyo Grande Municipal Code, as well as each of the requirements of the D-2.4 Historic Character Overlay District.

ADVANTAGES:

The proposed signage meets the requirements of the Village Design Guidelines, the Arroyo Grande Municipal Code, and the detailing will compliment the character of the Village.

DISADVANTAGES:

No disadvantages identified.

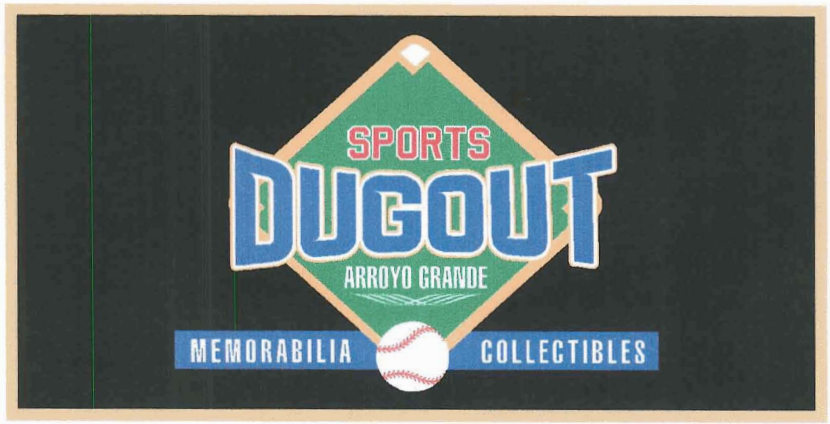
Attachments:

1. Project plans

ATTACHMENT 1

dimensional sign - carved HDU - 32" x 66" x 2" (14.66 sq ft)

MDO sign - digital print 32" x 66" x 1/2" (14.66 sq ft)



existing signs 2) 32" x 66" x 1/2" MDO

Store Front - 26ftw x 14fth = 364 sq ft

total proposed sign area = 29.32 sq ft

1) dimensional sign - carved HDU - 32" x 66" x 2" (14.66 sq ft)

1) MDO sign - digital print 32" x 66" x 1/2" (14.66 sq ft)

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CUSTOMER:

JOB DESCRIPTION:

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DATE: 4-5-2016

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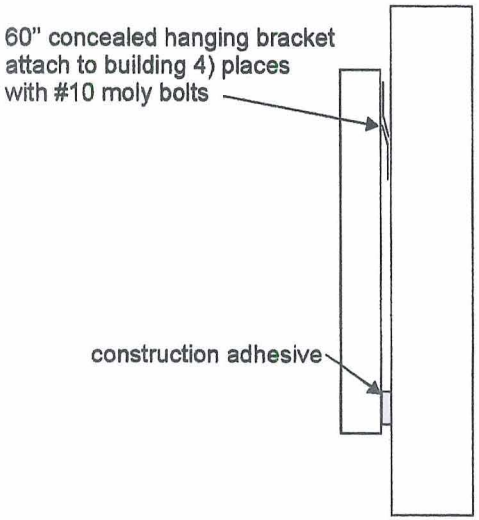

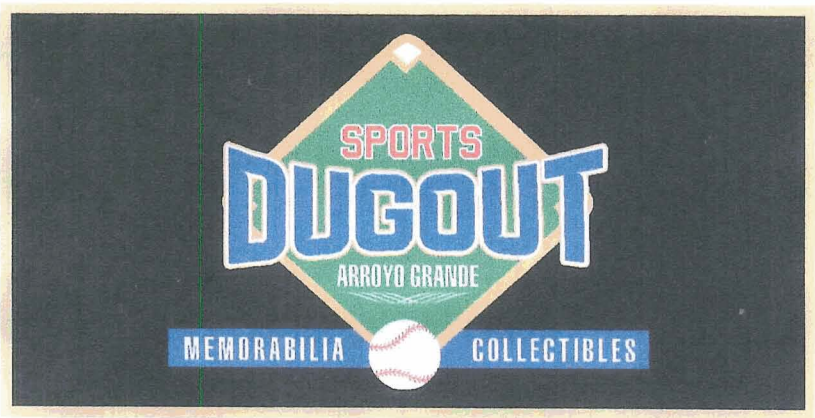

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DATE: 4-5-2016

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MEMORANDUM

TO: ARCHITECTURAL REVIEW COMMITTEE

FROM: DEBBIE WEICHINGER, ADMINISTRATIVE SECRETARY

SUBJECT: ELECTION OF CHAIR AND VICE CHAIR

DATE: MAY 2, 2016

RECOMMENDATION:
It is recommended that the Architectural Review Committee elect a Chair and Vice Chair effective the second meeting in May 2016, and continuing until its first regular meeting in March 2017.

DISCUSSION:
For the Committee's reference an election protocol is outlined below. The forgoing is a suggested procedure and the Committee can vary from it in whatever manner is deemed appropriate, with the goal of having an orderly process to select the Chair and Vice Chair.

1. The Presiding Officer shall conduct the election of Committee Officers.
2. Call to select all nominations for Chair (no second necessary). Presiding Officer to repeat each nomination as it is made.
3. Call for motion to close nominations.
4. The Committee will vote for nominees until a nominee receives a majority of votes and a Chair is selected.
5. Call to select all nominations for Vice Chair (no second necessary). Presiding Officer to repeat each nomination as it is made.
6. Call for motion to close nominations.
7. The Committee will vote for nominees until a nominee receives a majority of votes and a Vice Chair is selected.

ALTERNATIVES:

- Elect a Committee Chair and Vice Chair
- Do not elect a Committee Chair and Vice Chair
- Provide direction to staff