

# CITY OF SCOTT'S VALLEY ADVISORY BODIES DUTIES AND RESPONSIBILITIES

***All advisory bodies serve at the pleasure of the City Council***

## **Planning Commission (\*SVMC 2.16):**

Meet at 6:30 pm on the second and fourth Thursdays of each month at the Scotts Valley City Council Chambers. Generally responsible for the administration, interpretation and enforcement of the City's zoning ordinance. Each member of the Planning Commission receives a salary of \$150 per month.

## **Parks & Recreation Commission (\*SVMC 2.20):**

Meet at 7:00 pm on the third Thursday of each month at the Scotts Valley Recreation Offices at Skykpark. Generally responsible for advising the City Council regarding policies for the acquisition, development, maintenance and improvement of park facilities, making recommendations as appropriate. To formulate and recommend to the City Council fee schedules, policies, rules and regulations for park sites and other recreational facilities. To formulate and recommend to the City Council recreation and park programs. Each member of the Parks and Recreation Commission receives a salary of \$75 per month.

## **Scotts Valley Senior Center Board:**

Meet at 3:00 pm on the second Monday of each month at the Scotts Valley Senior Center facility. The Board manages and supervises the senior organization and shall be responsible for the organization's compliance with their bylaws

## **Arts Commission (\*SVMC 2.19):**

Meet at 4:00 pm on the second Tuesday of each month in the City Hall Conference Room. The Scotts Valley Arts Commission is established to advise the City Council on matters concerning the arts, including literature, music and other cultural activities or arts-related matters as may be directed by the City Council.

## **Parks and Recreation Advocates (non-profit):**

Meets at 3:00 pm on the second Monday of each month at the Scotts Valley Community Center. The Parks and Recreation Advocates assist the City's Recreation Division, through fund-raising and promotional activities, in providing events, programs, and facilities (including site acquisition) to promote the recreational needs of the residents.

*\*SVMC: The City of Scotts Valley Municipal Code can be accessed through our website at the following link: <http://www.scottsvalley.org/links.htm> (click on "City of Scotts Valley Municipal Code) and provides additional information regarding the above advisory bodies.*

**Mobile Home Park Rent Review Commission (\*SVMC 9.16.040):**

To meet ONLY upon the filing of a written petition for rent adjustment. Generally to receive, investigate, and hold hearings on and pass upon the subject petition.

**Code Enforcement Appeals Board (\*SVMC 4.22):**

To meet on an as-needed basis. The City Council finds that there is a need to establish a uniform procedure for administrative enforcement hearings conducted pursuant to the Municipal Code. It is the purpose and intent of the City Council to afford due process of law to any person who is directly affected by an administrative action. Due process of law includes: adequate notice, an opportunity to participate in the administrative hearing and an adequate explanation of the reasons justifying the administrative action. These procedures are also intended to establish a forum to efficiently, expeditiously and fairly resolve issues raised in any administrative enforcement action.

**Board of Appeals (\*SVMC 15.04.120):**

To meet on an as-needed basis. The Board of Appeals consists of three members who are qualified by experience and training to pass on matters pertaining to building construction and who are not employees of the City. The board shall hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of the Uniform Building Code.

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