



# City of Clearlake

14050 Olympic Drive, Clearlake, California 95422  
(707) 994-8201 Fax (707) 995-2653

## City of Clearlake Planning Commission Application

**Please return the completed application to the City Clerk at the above address by  
November 7, 2019 at 5:00 P.M.**

*Please be advised that the information on this form is a public record subject to disclosure upon  
request under the California Public Records Act.*

Name: \_\_\_\_\_

Telephone: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Cell) \_\_\_\_\_

Email: \_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_

Please provide a brief statement regarding what skills you would bring to the Planning  
Commission if appointed:

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Please provide a brief summary of your education and work experience:

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Name of City Commissions/Committees  
On Which You Have Served

No. of Years    Position(s) Held

_____	_____	_____
_____	_____	_____
_____	_____	_____

Name of County Commissions/Committees  
On Which You Have Served

No. of Years    Position(s) Held

_____	_____	_____
_____	_____	_____
_____	_____	_____

Can you attend daytime meetings (8:00 A.M. – 5:00 P.M.)

Yes     No

Can you attend evening meetings (After 5:00 P.M.)

Yes     No

A résumé reflecting experience, community activities, or other qualifications not listed above may be attached in order to assist the Council in evaluating your application (OPTIONAL).

**I HEREBY CERTIFY UNDER PENALTY OF DISQUALIFICATION AND  
TERMINATION THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT  
TO THE BEST OF MY KNOWLEDGE.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR OFFICE USE ONLY**

Received

By:



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## City of Clearlake Planning Commission Fact Sheet

The Clearlake City Council invites interested residents of Clearlake to apply for consideration of appointment to the Planning Commission.

### **QUALIFICATIONS:**

Applicants must be residents of the City of Clearlake.

### **DUTIES:**

The scope of duties of the Planning Commission is as follows:

- Hear and act upon land use applications.
- Act as the advisory agency for the City in connection with the administration of the Subdivision Map Act of the State and the City's subdivision regulations.
- Act in an advisory capacity to the Council on zoning, general plan, and other land use matters.
- Perform the duties of a planning commission as prescribed by the State of California.

### **MEETINGS:**

The Planning Commission meets the first and third Tuesday of every month.

### **COMPENSATION:**

Planning Commissioners receive a monthly stipend of \$25.

### **CONFLICT OF INTEREST REPORTING:**

Planning Commissioners are required to file, as public record, periodic Statements of Economic Interest disclosing interest in real property, businesses and investments and sources of income in compliance with requirements of the Political Reform Act.

**Applications must be filed with the City Clerk no later than  
5:00 P.M., November 7, 2019.**

For further information contact Melissa Swanson, City Clerk at 994-8201 Ext. 106 or via email at [mswanson@clearlake.ca.us](mailto:mswanson@clearlake.ca.us)