



COUNTY OF SISKIYOU

COMMUNITY DEVELOPMENT DEPARTMENT
Building ♦ Environmental Health ♦ Planning
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Phone: (530) 841-2100 · Fax: (530) 841-4076
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WILLIAM NAVARRE,
INTERIM DIRECTOR

AGENDA

SISKIYOU COUNTY PLANNING COMMISSION sitting as the SISKIYOU COUNTY ADMINISTRATIVE ORDER HEARING BOARD

FEBRUARY 15, 2017

10:00 a.m.

BOARD OF SUPERVISORS' CHAMBERS
SISKIYOU COUNTY COURTHOUSE
311 FOURTH STREET, YREKA, CALIFORNIA

In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the Clerk of the Administrative Order Hearing Board 48 hours prior to the meeting at (530) 841-2100.

All hearings shall be conducted in the English language. The proponent of any testimony to be offered by a witness who does not proficiently speak the English language shall provide an interpreter. The cost of the interpreter is to be paid by said proponent.

I. **CALL TO ORDER** – Siskiyou County Administrative Order Hearing Board (“Hearing Board”).

1. **PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES – NONE**
4. **CONFLICT OF INTEREST DECLARATION**
5. **PRESENTATION OF DOCUMENTS**

All items presented to the Administrative Order Hearing Board during a public hearing become a permanent part of the record. Twelve copies of any information presented to the Commission should be given to the Clerk of the Hearing Board for distribution to the Board Members. In order to obtain an accurate record of the testimony, please address the Hearing Board at the speaking table and clearly introduce yourself with your full name and address. Your address will not be included in the minutes of the hearing. The Chair of

AGENDA
SISKIYOU COUNTY PLANNING COMMISSION sitting as the
SISKIYOU COUNTY ADMINISTRATIVE ORDER HEARING BOARD
FEBRUARY 15, 2017

the Hearing Board may impose reasonable time limits upon statements and presentations.

6. PUBLIC HEARING PROTOCOL

The public is encouraged to participate in the hearing process. The Chair of the Hearing Board will conduct the public hearing through the following actions:

- A. The Chair introduces the hearing item.
- B. The Chair opens the public hearing.
- C. A representative of the issuing Department shall summarize the enforcement case and the contents of the Enforcement Officer's case file shall be admitted into evidence.
- D. Any other reports or written evidence not already provided to the Hearing Board from other County departments or public agencies are acknowledged and made a part of the record. County staff shall summarize the contents of this evidence.
- E. The Chair will ask if any of the Hearing Board Members have questions of staff.
- F. The Responsible Party is given an opportunity to present their arguments and evidence.
- G. The Public is given the opportunity to provide public comment.
- H. The Responsible Party is given an opportunity to present a rebuttal.
- I. After all testimony has been given, the Chair will close the public hearing and the Hearing Board will discuss the matter. During this discussion, the Hearing Board may elect to reopen the hearing to individually ask questions of the Responsible Party, proponent, opponent any other public member, or staff at the convenience of the Hearing Board.
- J. The Chair will entertain a motion and a second.
- K. The Hearing Board will discuss the question.
- L. The Hearing Board will render its decision.

7. DECISION OF THE ADMINISTRATIVE ORDER HEARING BOARD

The ruling of the Administrative Order Hearing Board will be a recommendation that shall be in the form of a written resolution recommending the Board of Supervisors uphold or cancel in whole or in part the Administrative Order as to each violation and or nuisance, and shall list the reasons for their decision.

The written recommendation of the Hearing Board on an Administrative Order shall be considered by the Board of Supervisors at the Board's next available meeting following issuance of the recommendation.

The Board of Supervisors may adopt the recommendation without further notice of hearing, or may set the matter for a de novo hearing before the Board. If the Board adopts the recommendation, the Board's ruling is a final administrative order.

AGENDA
SISKIYOU COUNTY PLANNING COMMISSION sitting as the
SISKIYOU COUNTY ADMINISTRATIVE ORDER HEARING BOARD
FEBRUARY 15, 2017

8. CHANGES TO AGENDA ITEMS AND CONSIDERATION OF AGENDA ITEMS TO BE CONTINUED.

II. NEW BUSINESS:

- 1. 16Y-156** [REDACTED]
- A. Public Hearing Opened.
 - B. Staff Presentation of the Enforcement Case.
 - C. Responsible Party Presentation of their Case.
 - D. Public Comment.
 - E. Responsible Party Rebuttal.
 - F. Close Public Hearing Discussion by Hearing Board
 - G. Decision: Voice Vote

IV. MISCELLANEOUS

- 1. FUTURE MEETINGS** - The next meeting of the Administrative Order Hearing Board will be scheduled on an as-needed basis; but generally on a third Wednesday of the month, the Planning Commission's regular meeting day.
- 2. CORRESPONDENCE: NONE**
- 3. STAFF COMMENTS**
- 4. COMMISSION COMMENTS**

VI. ADJOURNMENT

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