



**TO: APPLICANT FOR PLANNING COMMISSION**

**DATE: December 13, 2017**

Thank you for your interest in serving on the City of El Cajon Planning Commission. The Planning Commission uses the Zoning Ordinance, General Plan, staff recommendations, public input and its individual and collective judgment to make decisions and/or recommendations on various planning applications such as: rezones, conditional use permits, variances and tentative subdivision maps.

**Vacancy:** One Commissioner

**Duration:** One, Four-Year Term to expire January 31, 2022

**Requirements:** Applicants must be a resident of the City at the time of application and continue to reside in the City during the term of office. Planning Commissioners are required to file a Form 700 according to provisions of the Political Reform Act, the Fair Political Practices Commission, and the City's Conflict of Interest Code.

**Applications must be submitted to the City Clerk's Office at City Hall, 200 Civic Center Way, El Cajon, CA 92020, by: January 11, 2018 at 5:30 p.m.**

**NOTE:** City Hall offices will be closed for holiday observances from December 23, 2017 through January 1, 2018, and will reopen on Tuesday, January 2, 2018.

**The City Council will interview applicants at the January 23, 2018 Council meeting at 7:00 p.m. Prior to the meeting date, applicants will receive notification and any pertinent information.**

The City appreciates your willingness to serve. If you have any questions about the application and interview process, please call the City Clerk's Office at 619-441-1763. If you have any questions specific to the duties of the Planning Commissioners, please contact the Planning Division at 619-441-1742.

**Angela Aguirre  
City Clerk**

**[To access an application form click here](#)  
[\(Please allow time for form to open\)](#)**