



"Gateway to the Santa Monica Mountains National Recreation Area"

November 15, 2018

Dear Resident of Agoura Hills:

Thank you for your interest in serving as a Commissioner on the City of Agoura Hills Planning Commission. The term for which you are applying begins on January 9, 2019, and lasts for two years.

If you are an **appointed Planning Commissioner** and are applying for another term, please prepare a facsimile of the sample letter in this packet and return it, along with the enclosed *Planning Commission Application*, to the Office of the City Clerk no later than 5:00 p.m. on Thursday, December 6, 2018.

If you are **applying as a new Planning Commissioner**, please fill out the enclosed *Planning Commission Application* and return it to the Office of the City Clerk no later than 5:00 p.m. on Thursday, December 6, 2018.

Please note that an electronic fill-in *Planning Commission Application* is available on the City's website at: <http://www.ci.agoura-hills.ca.us/departments/planning-community-development/planning-commission>

Simply fill-in, print, sign, and submit the application by the deadline. Attachments (i.e., bio, resume, etc.) may be included.

Should you have any questions regarding this information, please contact the City Clerk at (818) 597-7303. If you would like more information on the Planning Commission and the role of a Planning Commissioner, please contact Planning Director Doug Hooper at (818) 597-7342.

Sincerely,

Kimberly M. Rodrigues, MPPA, MMC
City Clerk

Attachments: *Planning Commission Application*
Sample Planning Commissioner Reappointment Letter
Agoura Hills Municipal Code – Planning Commission