

DESCRIPTION  
HARRISBURG PLANNING COMMISSION RESOLUTIONS

I wrote up the following two resolutions following the meeting of the Harrisburg Planning Commission. They reflect the fact that both applications were passed on to the City Council for review. Using information from the case reports and the meeting's proceedings, I constructed these final reports, copies of which were signed and placed in the City's files. These resolutions are official documents which embody the decision of a body vested with a piece of the authority of the City of Harrisburg.

Any resolution is split into three sections: title, introduction and resolution. In each of the following resolutions, the title is the boldfaced, centered text at the top of the page which introduces the body which created the resolution, the type of application, and the specific property under review. The introduction is the section made up of phrases beginning with "whereas". This section introduces the final resolution by specifying all information that is directly relevant to the final resolution, including a clarification of the resolution, reasoning on any potentially problematic issues, the opinions of various City and County officials such as the Police and Fire Bureaus and the County Planning Commission, and a specification of the authority under which the resolution is issued. The final section, the resolution proper, is introduced by the phrase "Now, therefore, be it resolved", and contains the actual decision of the HPC on the matter at hand.

In drafting this resolution, I used previous resolutions as a guide, and incorporated information from the Bureau case report and notes from the HPC meeting. While these documents certainly hold the most official power of all the documents I helped to draft, they were also the most straightforward to create, as the bulk of the information had

already been assembled. These resolutions serve primarily as records of the HPC decision. Similarly, of the past records which I reviewed, resolutions were the most helpful because they are unquestionably official and they contain all the pertinent information.