



STAFF REPORT

MEETING DATE: January 8, 2024

PRESENTER: Jesus R. Orozco, Community Development Director

SUBJECT: Consideration of a Resolution Amending the Planning Commission Bylaws (JRO)

RECOMMENDATION: Planning Commission adopt a resolution amending the Planning Commission Bylaws

EXECUTIVE SUMMARY: The Planning Commission (Commission) adopted the most recent Bylaws on April 11, 2022, via Resolution No. 2022-04. The City Council adopted Ordinance No. 23-08 which created Chapter 2.26 related to Boards and Commissions and repealed and added a new Chapter 2.28 related to the Planning Commission, to Title 2 of the Kerman Municipal Code.

The Commission was provided with revised Bylaws on December 27, 2023 via email, which included necessary changes to ensure consistency with Ordinance No. 23-08. Changes include textual edits as well as amendments related to the Commission's rules and procedures to include but limited to the following:

- Update the number of Commissioners per Chapter 2.26 from seven to five members; and
- Update Commission responsibilities per Chapter 2.26 to include Title 16 and 17 of the Kerman Municipal Code; and
- Revise regular meeting language to be established separately by resolution; and
- Update attendance and participation language per Chapter 2.26; and
- Revise language related to the preparation and distribution of the agenda; and
- Revise language related to the code of conduct to ensure consistency with current and future City policies, norms, and procedures; and
- Revise language related to procedures to amend Bylaws in the future.

ENVIRONMENTAL REVIEW:

Pursuant to subsection 15378 (b)(2) and (b)(5) of the California Environmental Quality Act (CEQA), this action does not constitute a project and therefore no environmental review is required under CEQA.

Attachments

1. Resolution w/updated Bylaws
2. Current Bylaws in Redline Format