



PLANNING COMMISSION CITY OF MERCER ISLAND

PCB 25-04
February 26, 2025
Regular Business

AGENDA BILL INFORMATION

TITLE:	PCB 25-04: Planning Commission Bylaws Adoption	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Recommendation
RECOMMENDED ACTION:	Adopt the Planning Commission Bylaws.	

STAFF:	Andrea Larson, City Clerk
EXHIBITS:	<ol style="list-style-type: none"> 1. Planning Commission Bylaws 2. Planning Commission Bylaws - Proposed Amendments Matrix 3. Planning Commission Bylaws - Question and Answer Matrix

EXECUTIVE SUMMARY

The purpose of this agenda bill is to review the Planning Commission Bylaws (see Exhibit 1) and discuss any proposed amendments (see Exhibit 2).

BACKGROUND

In 2023, at the direction of the City Manager (see [PCB23-23](#)), the Planning Commission, and other City advisory boards and commissions, revised its bylaws to align with City Council Rules of Procedure as appropriate and to bring consistency across all City board and commission bylaws.

Staff presented revised Planning Commission bylaws at the January 22, 2025 meeting (see [PCB25-02](#)).

Planning Commissioners were invited to send in proposed amendments and questions on the bylaws by February 7, 2025. Proposed amendments (see Exhibit 2) and questions (see Exhibit 3) were received from Chair Dan Thompson and Commissioner Nazim Nice.

ISSUE/DISCUSSION

The City Council reconstituted the Planning Commission through [Ordinance No. 24C-06](#) on May 7, 2024. With the reconstitution, amendments are needed to the Planning Commission bylaws to bring them into compliance with [Mercer Island City Code \(MICC\) Chapter 3.46 – Planning Commission](#).

Attached as Exhibit 1 is a draft version of the Planning Commission Bylaws containing the proposed amendments from staff. Several amendments were made to sections that referenced MICC 3.46 to bring these sections into compliance.

Staff are also recommending additional amendments to the bylaws that address references to the Code of Ethics, Section 2.6 – Training and Section 6.6 – Prohibited Conduct. At its December 3, 2024 meeting (see [AB 6588](#)), City Council repealed Mercer Island City Code Chapter 2.60 Code of Ethics and opted to rely on state law to govern the conduct and ethics of officials, which includes all members of the City Council, City boards and commissions, and other City Council-appointed task groups or committees of the City of Mercer Island. In the future, City Council will revisit a presentation on ethics for boards and commissions. At that time, staff will propose an amendment to the bylaws to incorporate this training.

Additional Items for Planning Commission Consideration

Chair Thompson and Commissioner Nice submitted three proposed amendments to the bylaws for review and discussion by the Planning Commission (see Exhibit 2).

At the February 26 Meeting, the Planning Commission will review any proposed amendments and consider adopting the bylaws.

RECOMMENDED ACTION

Adopt the Planning Commission Bylaws.