



MEMO TO PLANNING AND ZONING COMMISSION

Request to Include Topic on the Agenda

From:	Kurt Starman, Deputy City Attorney	Meeting Date:	August 21, 2025
Presenter:	Kurt Starman, Deputy City Attorney	Estimated Time:	15 minutes
Topic:	Approval of Proposed Bylaws		

Recommended Action:

Approve the attached bylaws pertaining to the Planning and Zoning Commission.

Background:

The City Council recently updated Title 2 of the Meridian City Code ("MCC"), which pertains to City commissions and committees. Under MCC section 2-2-1, every statutory commission, including the Planning and Zoning Commission, must "adopt bylaws for the proper conduct of business." To that end, the Legal Department has developed a template to standardize and streamline the bylaws for all City commissions and committees. The template has been modified slightly to reflect the Planning and Zoning Commission's needs and current practices.

Once the Commission approves the bylaws, they will be forwarded to the City Council for ratification.

Attachment:

Proposed Bylaws