



STAFF REPORT

MEETING DATE: February 12, 2026

ITEM TITLE, PRESENTER: Planning Commission Binders

RECOMMENDATION: No formal action is required at this time; staff will continue to update and refine reference materials to support the Planning Commission.

SUMMARY

Significant effort has gone into updating reference binders for the Planning Commission meeting. These binders are intended to provide commissioners with key tools, background materials, and resources to assist in conducting the meeting efficiently and consistently. Certain items located in the front section of the binder are intended to be reviewed and **completed prior to adjournment**, and commissioners are requested to **return the binders to staff at the close of the meeting** so they may be updated and reused for future meetings. This approach supports consistency, transparency, and effective use of Staff, Planning Commissioners, and public resources.