



AGENCY: Planning Commission  
MEETING DATE: June 10, 2015  
PREPARED BY: M Jones  
PRESENTED BY: M Jones

## AGENDA ITEM SUMMARY REPORT

**TITLE:**

**RECEIVE REPORT AND CONSIDER ADOPTING A RESOLUTION TO UPDATE THE PLANNING COMMISSION BYLAWS**

**ISSUE:**

The Fort Bragg Planning Commission conducts its activities according to the Planning Commission's bylaws. The Planning Commission bylaws have not been reviewed or updated by the Planning Commission in over eight years. Accordingly, it is useful for the Planning Commission to review the bylaws on an occasional basis in order to ensure that the bylaws relevantly cover all Planning Commission activities and procedures.

**RECOMMENDED ACTION:**

Receive Report and Consider Adopting a Resolution to Update the Planning Commission Bylaws

**ALTERNATIVE ACTION(S):**

Provide additional direction to staff regarding further or different modifications to the Planning Commission bylaws.

**ANALYSIS:**

The Planning Commission discussed the Planning Commission Bylaws at their December 10, 2014 regular Planning Commission meeting (Attachment 1) and provided direction to staff to make a few changes to the bylaws as illustrated by the strike out and underline of the bylaws in Attachment 2.

Staff has prepared a resolution for the adoption of the bylaws which includes the recommended changes to the bylaws as directed by the Planning Commission.

**FISCAL IMPACT:**

None.

**IMPLEMENTATION/TIMEFRAMES:**

The revised bylaws would become effective immediately upon the adoption of the resolution.

**ATTACHMENTS:**

1. Minutes from December 10, 2014 Planning Commission Meeting
2. Strikeout and underline of proposed modifications to Planning Commission bylines.
3. Resolution of the Planning Commission of the City of Fort Bragg Establishing Bylaws for the Fort Bragg Planning Commission