



Legislation Details (With Text)

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Title: Planning Commission Bi-Annual Report to Board of Trustees
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Attachments: 1. Draft Legistar Cover Memo, 2. 2020 Annual Report - Chair Zuniga Draft

Date	Ver.	Action By	Action	Result
2/3/2021	1	Planning Commission		

SUBJECT:

Planning Commission Bi-Annual Report to Board of Trustees

DEPARTMENT: Planning & Development

PRESENTER: Deborah Bachelder AICP, Planning Manager/Deputy Director of Planning & Development

STAFF RECOMMENDATION:

N/A

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

The Municipal Code requires the Planning Commission give a bi-annual report to the Board of Trustees. As mentioned in previous Planning Commission meetings, the Planning Commission is scheduled to report to the Board of Trustees at the February 23rd meeting. The expectation is for a brief 10-15 minute presentation.

The deadline for Planning Commission submittal of any written materials and/or presentation materials to Deborah Bachelder to be entered into the Legistar software for review and approval is Wednesday, February 10th. Deborah will create the agenda item for Planning Commission; attached is the template with basic information that the Planning Commission should work from. Planning Commission will need to confirm who will be presenting on February 23rd; the agenda template current has Kelly Zuniga, Planning Commission Chair identified as the presenter.

ATTACHMENTS:

1. Draft Legistar Cover Memo
2. 2020 Annual Report - Chair Zuniga Draft