

# City of La Quinta

PLANNING COMMISSION MEETING: January 14, 2020

## STAFF REPORT

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**AGENDA TITLE:** ADOPT A RESOLUTION TO AMEND THE START TIME FOR PLANNING COMMISSION REGULAR MEETINGS

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### RECOMMENDATION

Recommend Planning Commission amend the start time of Planning Commission regular meetings from 6:00 p.m. to an earlier time.

### EXECUTIVE SUMMARY

- At the December 10, 2019 regular meeting, the Planning Commission (Commission) requested that staff schedule for Commission consideration, changing the start time for the regular Tuesday evening Commission meetings from 6:00 p.m. to an earlier time.
- Staff is seeking Commission input regarding the requested time change.

### BACKGROUND/ANALYSIS

In 1982, Planning Commission Resolution 82-1 established the regular Commission meetings to be the second Tuesday of each month, at 7:00 p.m. In 1985 with the adoption of Planning Commission Resolution 85-2, the previous resolution was amended to establish the regular meetings dates as the second and fourth Tuesday of each month, at 7:00 p.m.

On March 8, 2016, the Commission passed a motion to recommend to the City Council (Council) to amend the Commission meeting start time from 7:00 p.m. to 6:00 p.m. which allowed participants and the general public sufficient time to prepare for and travel to Commission meetings after regular work hours. On April 5, 2016, Council approved amending the Commission's regular meetings start time to 6:00 p.m.

On December 10, 2019, the Commission requested staff to schedule for Commission consideration amending the start time for the regular Tuesday Commission meetings from 6:00 p.m. to an earlier time to more closely mirror Council meetings. Council meetings begin at 4:00 p.m. with the start time for public hearings at 5:00 p.m. A change to an earlier time is anticipated to still allow the general public sufficient time to attend Commission meetings and reduce the number of meetings that run past 8:00 p.m.

### ALTERNATIVES

Planning Commission may elect not to approve any time change and leave the meeting start time at 6:00 p.m.

Prepared by: Wanda Wise-Latta, Commission Secretary  
Approved by: Danny Castro, Design and Development Director



**PLANNING COMMISSION RESOLUTION NO. 2020 -**

**A RESOLUTION OF THE PLANNING COMMISSION  
OF THE CITY OF LA QUINTA, CALIFORNIA,  
AMENDING THE PLANNING COMMISSION  
REGULAR MEETINGS START TIME**

**WHEREAS**, the City Council of the City of La Quinta established the Planning Commission in 1982; and

**WHEREAS**, the Planning Commission adopted Resolution No. 1982-001, on August 30, 1982, setting its regular meeting date and time as the second Tuesday of each month starting at 7:00 p.m.; and

**WHEREAS**, the Planning Commission subsequently adopted Resolution No. 1985-002 on March 12, 1985, amending its regular meeting date and time to the second and fourth Tuesdays of each month starting at 7:00 p.m.; and

**WHEREAS**, on April 5, 2016, the City Council approved the Planning Commission's request to amend its regular meeting date and time to the second and fourth Tuesday of each month starting at 6:00 p.m.; and

**WHEREAS**, the Planning Commission finds it prudent to amend its regular meeting start time to 5:00 p.m., to be aligned with the City Council's start time for public hearing items.

**NOW, THEREFORE, BE IT RESOLVED** by the Planning Commission of the City of La Quinta, California, as follows:

**SECTION 1.** The Planning Commission regular meetings shall be held on the second and fourth Tuesday of each month, starting at 5:00 p.m.

**SECTION 2.** In accordance with the City's Rules of Procedure of Public Meetings, when the day for a regular meeting of the Planning Commission falls on a legal holiday, no meeting shall be held on such holiday, but a regular meeting shall be held at the same time on the day thereafter that is not a holiday.

**SECTION 3.** The location of the regular meetings of the Planning Commission shall be held at La Quinta City Hall, located at 78495 Calle Tampico, La Quinta, California.

**SECTION 4.** Noticing, Process, and Decorum of public meetings shall be in accordance with the City's adopted Rules of Procedure for Public Meetings.

**PASSED, APPROVED, and ADOPTED** at a regular meeting of the La Quinta Planning Commission held on this 14th day of January 2020 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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MARY CALDWELL, Chairperson  
City of La Quinta, California

**ATTEST:**

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DANNY CASTRO, Design and Development Director  
City of La Quinta, California