



Planning Commission Agenda Report

From: Katie Banister, Associate Planner

Subject: Recommendation to the City Council regarding amendments to the Planning Commission bylaws to include commissioner's membership in the Housing Constraints and Opportunities Committee and other changes (P25-0036)

CEQA: Staff recommends the Planning Commission find this action is not a project under the California Environmental Quality Act pursuant to the State's Guidelines to Implement the California Environmental Quality Act (CEQA), Sections 15060, subd. (b)(2)-(3) and 15378.

Location: Citywide

Date: April 22, 2025

Facts

1. The Planning Commission is established by Paso Robles Municipal Code Chapter 2.20 for the purposes of implementing the General Plan and Zoning Ordinance consistent with state law.
2. The Planning Commission advises the City Council on planning and development related activities within the City.
3. The City Council has adopted bylaws for the Planning Commission to ensure its operations and functions are consistent with City policies and standards.
4. The City Council last amended the bylaws of the Planning Commission in 2015 with Resolution 15-125.
5. The Housing Constraints and Opportunities Committee (HCOC) was established as an ad hoc Committee by the City Council on May 19, 2015. The Committee is tasked with recommending ways to increase housing production in the City.
6. Initially meant to be temporary, the HCOC has operated on an ad-hoc basis since its formation. Formal bylaws for the HCOC will be considered by the City Council at their next meeting.
7. Proposed amendments to the Planning Commission bylaws include:
 - allowing appointed commissioners to serve on both the Planning Commission and the HCOC,
 - stating the purpose of the Planning Commission,
 - stating Commissioners' responsibilities in avoiding conflicts of interest, and
 - reorganizing the bylaws to resemble the bylaws of other advisory boards of the City.
8. This action is not a project under the California Environmental Quality Act pursuant to the State's Guidelines to Implement the California Environmental Quality Act (CEQA), Sections 15060, subd. (b)(2)-(3) and 15378.

Options

After consideration of any public testimony, the Planning Commission should consider the following options:

1. Recommend the City Council approve the proposed amendments to the Planning Commission bylaws.
2. Recommend the City Council approve alternative amendments to the Planning Commission bylaws.

3. Recommend the City Council make no changes to the Planning Commission bylaws, which if accepted by the Council, would disqualify commissioners from serving on the HCOC and leave Planning Commission bylaws out of step with the bylaws of other advisory bodies of the City.
4. Take no action.

Analysis and Conclusions

The Planning Commission bylaws establish the procedures and policies for the operation of the Commission and obligations of its members. Recommended changes are included as Attachment 1 and include reorganization into the same format and order as the bylaws of other advisory boards, an allowance for appointed commissioners to participate in the HCOC, and clarification of conflict-of-interest standards.

Fiscal Impact

The amendments will not have a significant fiscal impact on the City.

CEQA

This action is not a project under the California Environmental Quality Act pursuant to the State's Guidelines to Implement the California Environmental Quality Act (CEQA), Sections 15060, subd. (b)(2)-(3) and 15378

Recommendation (Option)

Staff recommends the Planning Commission recommend the City Council approve the proposed amendments to the Planning Commission bylaws.

Attachments

1. Attachment 1. Proposed Planning Commission Bylaws