

City of Gilroy
Planning Commission
Regular Meeting Minutes
Thursday, March 2, 2023 | 6:00 PM

1. **OPENING**

Tonight's meeting was called to order by Chair Bhandal at 6:01 p.m.

2. **PLEDGE OF ALLEGIANCE**

Chair Bhandal led the pledge of allegiance.

3. **REPORT ON POSTING THE AGENDA AND ROLL CALL**

The agenda was posted on Friday, February 24, 2023 at 3:10 p.m.

Attendance	Attendee Name
Present	Manny Bhandal, Chair Annedore Kushner, Vice Chair Stefanie Elle, Commissioner Joan Lewis, Commissioner Adriana Leongardt, Commissioner Kelly Ramirez, Commissioner Michelle Montez, Commissioner
Absent	None

4. **PUBLIC COMMENTS**

Chair Bhandal opened public comment for items not on the agenda.

There being no speakers, Chair Bhandal closed public comment for items not on the agenda.

5. **CONSENT AGENDA**

5.1. **February 2, 2023 Planning Commission Meeting Minutes**

Motion made by Commissioner Lewis; seconded by Chair Bhandal to approve the consent agenda.

RESULT: Pass

MOVER: Commissioner Lewis

SECONDER: Chair Bhandal

AYES: Commissioner Elle, Leongardt, Lewis, Montez, Ramirez, Vice Chair Kushner, and Chair Bhandal

6. **PUBLIC HEARINGS**

No items.

7. **NEW BUSINESS**

7.1. **Update to Planning Commission Rules and Regulations/Bylaws Regarding Attendance**

1. Staff Report:
Sharon Goei, Community Development Director

2. Possible Action:

Staff recommends that the Commission amend the Planning Commission Rules and Regulations/Bylaws regarding attendance as required by City Council Resolution No. 2022-58.

Commissioner Elle made a motion to accept staff recommended changes and to simplify the language to “Commission members are expected to abide by the City of Gilroy Policy governing Boards, Commissions, and Committees Attendance”.

RESULT: Pass

MOVER: Commissioner Elle

SECONDER: Commissioner Leongardt

AYES: Commissioner Elle, Leongardt, Lewis, Montez, Ramirez, Vice Chair Kushner, and Chair Bhandal

7.2. **FY 2023-24 and FY 2024-25 Planning Commission Workplan, Training, and Budget**

1. Staff Report:
Sharon Goei, Community Development Director

2. Possible Action:

Staff recommends that the Planning Commission commence efforts to prepare its Fiscal Year 2023-24 and Fiscal Year 2024-25 Planning Commission Workplan, including training and budget requests.

Community Development Director, Sharon Goei, provided the Planning Commission with a presentation discussing the commission’s workplan, training, and budgeting. After receiving the presentation, the Planning Commission provided preliminary comments on the workplan including requesting a training budget of \$20,000. Staff will bring back the final draft of the Planning Commission workplan, training, and budget at the next meeting.

7.3. **Commission Input on the Update of the 2019 Board, Commission & Committee Member Handbook**

Community Development Director, Sharon Goei, received feedback from the commission regarding the 2019 Board, Commission & Committee Member Handbook as part of the initiative to update the handbook.

8. **INFORMATIONAL ITEMS**

8.1. **Planning Division Staff Approvals**

Senior Planner, Kraig Tambornini, presented the Planning Division staff approvals to the Planning Commission. The commissioners posed questions regarding the tracking of the applications and the acronyms used to label application submittals. Senior Planner Tambornini addressed their questions and will be providing the commission with a notation in the future to clarify what each application acronym signifies.

9. **PLANNING DIVISION REPORT**

Community Development Director, Sharon Goei, reminded the Planning Commissioners that their Form 700 will be due on April 3, 2023.

10. **ASSISTANT CITY ATTORNEY REPORT**

None.

11. **ADJOURNMENT** To the Next Meeting of April 6, 2023 at 6:00 PM

Chair Bhandal adjourned the meeting at 7:32 p.m.

Ariana Fabian

Ariana Fabian, Planning Technician