



# **PLANNING COMMISSION AGENDA REPORT**

MEETING DATE: AUGUST 10, 2015

ITEM NUMBER: CC-3

**SUBJECT:** CANCELLATION OF THE PLANNING COMMISSION MEETING ON AUGUST 10, 2015 AND SCHEDULING OF A JOINT STUDY SESSION ON SEPTEMBER 8, 2015

**DATE:** JUNE 16, 2015

**FROM:** PLANNING DIVISION/DEVELOPMENT SERVICES DEPARTMENT

**PRESENTATION BY:** CLAIRE FLYNN, ASSISTANT DIRECTOR OF DEVELOPMENT SVCS.

**FOR FURTHER INFORMATION CONTACT:** CLAIRE FLYNN, AICP (714) 754-5278  
claire.flynn@costamesaca.gov

---

## **DESCRIPTION**

The Planning Commission may establish meeting dates and times and to cancel or reschedule such meetings with proper and timely public notice. Such a change is not significant as long as the decision to change the meeting date is done well in advance. This will allow for proper noticing and posting of the agenda.

### ***Cancellation of August 24, 2015 Planning Commission meeting***

The Planning Commission has regularly scheduled meetings on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of every month, except for the month of December where only one meeting is scheduled. Staff is recommending that the August 24<sup>th</sup> Planning Commission meeting be cancelled:

- Agenda items scheduled for the month of August have been consolidated for the August 10<sup>th</sup> meeting to the extent possible and practical.
- Eliminating one meeting during the month of August would still allow the opportunity for the Planning Commission to process discretionary applications in a timely manner. There are currently no deadlines for pending issues that could not be considered at the following regularly scheduled meeting of **September 14, 2015**.

### ***Joint Study Session for Tuesday, September 8, 2015 at 5:00PM***

Staff is scheduling a joint study session of the Planning Commission and City Council to consider: (a) Amendments to the Westside and SoBECA Urban Plans and (b) Costa Mesa General Plan Update. City Council typically holds study sessions on the second Tuesday of every month.

## **RECOMMENDATION**

Cancel the August 24, 2015 Planning Commission meeting and schedule a study session for September 8, 2015.