

# CITY OF NORTH LAS VEGAS

## MEMORANDUM

TO: Planning Commission

FROM: Land Development and Community Services Department

SUBJECT: **Item # 12 Planning Commission Meetings and Bylaws**

DATE: August 9, 2023

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The proposed bylaw changes reflect a number of modifications to the procedures of the Planning Commission. The most notable change is removing the 5:30 pm briefing and moving the Planning Commission regular meeting start time to 5:30 pm instead of 6:00 pm. Removing the 5:30 pm briefing is to help eliminate any confusion from the public in regards to the nature of the briefing. It will also ensure the Planning Commission has all discussion and deliberation of any item within the regular meeting instead of the briefing. In an effort to provide the Commissioners with a proper briefing and the ability to ask questions, Planning & Zoning Staff will be available on Monday or Tuesday before every Planning Commission meeting for small groups or one-on-one meetings.

The second change is regarding the elections of officers to correspond with the current city election schedule. A Planning Commissioner appointment runs concurrently with their City Councilman's term in office. Now that Council member elections are held in November, the appointments of new commissioners will typically be during the November and early December Council meeting. Currently the election of the officers is in July which is based on the old spring election cycle. The proposed change will have elections of officers in December and reflects the City Council election and Planning Commission appointment schedule.

The third major change is modifying the procedure for future amendments of these bylaws. Currently, the bylaws provide the Commission with the ability to amend the bylaws provided that they are presented at a regular Commission meeting, discussed and tabled, and then included as an action item at the next regular meeting. The proposed language requires all bylaw amendments to be ratified by the City Council after approval by the Commission.

There are a number of other minor changes. One allows a Commissioner to serve on more than one City Board, Commission or Committee which mirrors changes the City made to Title 2. The other changes are generally, to reflect corrected language and department names.

### **Attachments:**

Proposed Bylaws (Strikeout Version)