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# CITY OF NEWARK PLANNING COMMISSION

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37101 Newark Boulevard, Newark, CA 94560-3796 • 510-578-4330 • FAX 510-578-4265

City Administration Building  
7:30 p.m.  
City Council Chambers

## MINUTES

Tuesday, March 24, 2015

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### A. ROLL CALL

At 7:30 p.m., Chairperson Fitts called the meeting to order. All Planning Commissioners were present. There are two vacancies.

### B. MINUTES

#### B.1 Approval of Minutes of the regular Planning Commission meeting of Tuesday, March 10, 2015.

Commissioner Nillo moved, Commissioner Otterstetter seconded, to approve the Minutes of March 10, 2015. The motion passed 4 AYES, 1 ABSTENTION (Bridges).

### C. WRITTEN COMMUNICATIONS

None.

### D. ORAL COMMUNICATIONS

None.

### E. PUBLIC HEARINGS

None.

### F. STAFF REPORTS

None.

### G. COMMISSION MATTERS

#### G.1 Amending the Planning Commission By-laws to: (1) establish a quorum as a majority of the Planning Commissioners; (2) establish a time limit in which

**to address the Planning Commission that is consistent with the time limit to address the City Council; (3) allow for regular Planning Commission meetings to be held other than in the Council Chambers if duly noticed; and (4) change the number of Commissioners required to amend, revise, or repeal the By-laws from four to a majority.**

Assistant City Manager Grindall gave the staff report and stated a second reading and adoption of the Ordinance reducing the number of Planning Commissioners from seven to five will be heard at the March 26, 2015 City Council Meeting and if approved will become effective 30 days later.

Answering Commissioner Nillo, ACM Grindall stated an Ordinance passed by the City Council is necessary to change the number of Planning Commissioners and gave his opinion that they most likely would not be increasing the number to seven or nine in the near future.

Chairperson Fitts stated his belief that the proposed changes to the By-laws would result in a more streamlined process.

Motion made by Commissioner Bridges, seconded by Commissioner Nillo, to amend the Planning Commission By-laws, as shown on Exhibit A, to: (1) establish a quorum as a majority of the Planning Commissioners; (2) establish a time limit in which to address the Planning Commission that is consistent with the time limit to address the City Council; (3) allow for regular Planning Commission meetings to be held other than in the Council Chambers if duly noticed; and (4) change the number of Commissioners required to amend, revise, or repeal the By-laws from four to a majority. Motion passed 5 AYES.

## **G.2 Report on City Council actions.**

None.

### Commissioners' Comments

Commissioner Nillo wished everyone an early Happy Easter.

## **H. ADJOURNMENT**

At 7:40 p.m., Chairperson Fitts adjourned the regular Planning Commission meeting of Tuesday, March 24, 2015.

Respectfully submitted,

  
TERRENCE GRINDALL  
Secretary