



TO: Planning Commission Chair and Members

FROM: Peter Imhof, Planning and Environmental Review Director

CONTACT: Lisa Prasse, Current Planning Manager

SUBJECT: Planning Commission Meeting Schedule for 2020

RECOMMENDATION

Confirm the meeting dates for 2020, after making any adjustments based on identified holiday conflicts.

DISCUSSION

The Planning Commission's regularly scheduled meeting date is the second and fourth Monday of each month. The Planning Commission typically does not hold meetings on dates that the City organization observes as holidays or closures, which in 2020 will be May 25th (Memorial Day) and December 28th (Holiday closure).

The table below lists the regularly scheduled meeting dates for the calendar year 2020, along with City-observed holidays (marked with an asterisk) and potential holiday conflicts for the Commission's consideration (marked with double asterisk).

Table 1

Regularly Scheduled Planning Commission Meeting Dates in 2019	
January	13th and 27th
February	10th and 24th
March	9th and 23^{rd**}
April	13th and 27th
May	11th and 25th *
June	8th and 22nd
July	13th and 27th
August	10th and 24th
September	14th and 28^{rd**}
October	12^{th**} and 26th
November	9th and 23rd
December	14th and 28rd *

* Holiday Conflict

**Potential Holiday Conflict

As noted above, there are two dates that the Planning Commission will not meet because of recognized City holidays/closures. In addition, there are three other potential conflicts with regularly scheduled Planning Commission meetings in 2020. The Planning Commission may want to cancel the meetings scheduled on those dates. The dates and reasons for the conflicts are:

March 23 rd :	Spring break for the local school districts and UCSB
September 28 th :	Yom Kippur
October 12 th :	Columbus Day

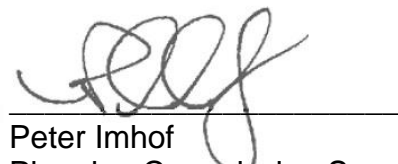
The first date conflicts with Spring break/end of academic quarter break observed by the local public-school districts and the University of California. The second conflict reflects the observation of the Jewish holiday Yom Kippur. The third potential conflict is the celebration of Columbus Day. However, Columbus Day is not a holiday observed by the City of Goleta or local school districts. Lastly, there are no conflicts with holidays observed in November in 2020, unlike recent years.

In regard to the summer months, it is up to the Planning Commission whether the Commission wants to limit meetings to one per month. City Council and DRB tend to only hold one meeting per month during July and August. The decision regarding which meetings dates will be necessary during the summer of 2020 can be made closer to the summer months.

The Planning Commission should discuss/decide, if there are additional hearing dates (beyond the official City holidays/closures) that it would be appropriate to cancel, considering the conflicts identified. Based on the conflicts noted above, staff recommends cancelling all the dates highlighted above, except for October 12, 2020 (Columbus Day).

Approved By:

Prepared By:



Peter Imhof
Planning Commission Secretary



Lisa Prasse
Current Planning Manager