



CITY OF BANNING STAFF REPORT

TO: PLANNING COMMISSION

FROM: David Newell, Community Development Director

PREPARED BY: David Newell, Community Development Director

MEETING DATE: May 7, 2025

SUBJECT: Consider Formation of Industrial Project Review Ad-hoc Subcommittee.

PROJECT APPLICANT:

N/A. This is a city-initiated request.

BACKGROUND:

At its last meeting on March 5th, the Planning Commission had several questions on a large 1.3-million square foot industrial development project that included an Environmental Impact Report (EIR). There are several other industrial projects that are being processed by the Planning Division that include complex and significant environmental analysis and reports. Oftentimes, due to their complexity and the volume of material that is typically prepared for these projects – especially those with EIRs that are often several thousands of pages of materials – it can be difficult to prepare for a public hearing when the project staff report and materials are received 5-7 days before the meeting, when the Commission is requested to make a decision.

As a way to improve communication and the Commission's understanding of these upcoming projects, staff proposes that an ad hoc subcommittee of the Planning Commission be formed and appointed to introduce projects and their associated documents for study in advance of the scheduled hearings. The intent is to ensure members gain an in-depth understanding of proposed projects and provide members an opportunity to ask staff and developers questions. This practice is done in other jurisdictions, including the City of Perris.

DESCRIPTION:

Pursuant to Section 2.28.050(D) of the Banning Municipal Code, the Planning Commission is authorized to form ad-hoc subcommittees in accordance with the Brown Act. The Commission may make appointments to that subcommittee as it deems necessary, but a quorum may not be appointed to a single subcommittee. When forming such subcommittee, the Commission is required to establish specific mission and term for the subcommittee. Based on the foregoing, staff proposes the following for Planning Commission consideration:

Development Project Review Ad-hoc Subcommittee is a subcommittee of the Banning Planning Commission. Its mission is to review land use development applications as scheduled by staff; understand the full scope of projects and their associated environmental analysis, impacts and mitigation; and ask staff and developer questions on development

proposals. The members of the subcommittee shall not make statements of bias or prejudice during any subcommittee meetings. The members of the subcommittee shall meet as needed for a period of one year from the date of its formation; disclose said meetings in accordance with the Brown Act; and assist Planning Commissioners not appointed to the subcommittee with any clarifying information requested during the noticed public hearing.

FINDINGS:

None required.

ENVIRONMENTAL DETERMINATION:

This action is exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15378(b)(5), which defines projects that are not subject to CEQA to include "organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment." Formation and appointment of a subcommittee of the Planning Commission to gather information on future projects is an organizational activity and will not result in direct or indirect physical changes in the environment.

PUBLIC COMMUNICATION:

None.