



## CITY OF BANNING STAFF REPORT

**TO:** PLANNING COMMISSION

**FROM:** David Newell, Community Development Director

**PREPARED BY:** Sandra Calderon, Acting Deputy City Clerk

**MEETING DATE:** December 3, 2025

**SUBJECT:** Approval of the meeting minutes for the September 10, 2025 and November 5, 2025, Planning Commission meetings.

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### **PROJECT APPLICANT:**

### **BACKGROUND:**

After every meeting, the Planning Commission secretary prepares meeting minutes. The Planning Commission reviews and approves these minutes either as presented or with modifications.

### **DESCRIPTION:**

These minutes have been prepared as summary minutes in accordance with City Council Resolution 2025-22 and Government Code Sections 36814, 40801, and 54953(c)(2)

### **FINDINGS:**

N/A

### **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." The approval of meeting minutes is considered an organizational activity and will not result in direct or indirect physical changes in the environment.

### **PUBLIC COMMUNICATION:**

None

### **ATTACHMENTS:**

1. [2025 09 10\\_Special PC Meeting Minutes\\_DRAFT.pdf](#)
2. [2025 11 05\\_Regular PC Meeting Minutes\\_DRAFT.pdf](#)