



CITY OF KINGMAN COMMUNICATION TO COMMISSIONERS

TO: Commission Members

FROM: Ashley Feskanich

MEETING DATE: November 12, 2025

AGENDA SUBJECT: Request to Amend the Official Planning and Zoning
Commission Meeting Start Time

SUMMARY:

The Planning and Zoning Commission is being asked to consider moving the start time up from 5:30 PM to 5:00 PM for its regularly scheduled meetings. This comes at the direction of the Development Services Director to return the meeting time to its original start time of 5:00 PM before being modified by the City Council at the Commission's request on October 15, 2024. The purpose of the change would be to create more uniform meeting time that is in alignment with the City Council's meeting time of 5:00 PM.

The Planning and Zoning Commission may hold a vote to change the meeting time to 5:00 PM or decide to keep the meeting at 5:30 PM. Any motion to change the meeting time should include the month in which the time change will begin. In considering whether to change the meeting time, the commission should consider the convenience of the public as well as any time conflicts with the schedules of commission members.

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve the moving the start time of the regularly scheduled Planning and Zoning Commission meeting time from 5:30 PM to 5:00 PM effective with the first meeting of the Planning and Zoning Commission meeting of January 14, 2026, subject to final approval of the City of Kingman City Council.

SUGGESTED MOTION:

The Planning and Zoning Commission move to change the start time of the regularly scheduled Planning and Zoning Commission from 5:30 PM to 5:00 PM still to be held on the second Wednesday of each month and effective January 14, 2026.