

CITY OF COOS BAY CITY COUNCIL

Agenda Staff Report

MEETING DATE	AGENDA ITEM NUMBER
January 6, 2026	6.a

TO: Mayor Benetti, Council President DiNovo, and City Councilors

FROM: Chelsea Schnabel

THROUGH: Nichole Rutherford, City Manager

ISSUE: Public Hearing to Consider Enactment of Ordinance Amending Chapter 2.35 of the Coos Bay Municipal Code

SUMMARY:

The proposal is to amend current provisions regulating the Coos Bay Planning Commission to: allow up to seven (7) members rather than to require a minimum of seven (7) members; to make the Planning Administrator responsible for enforcement of membership duties; to expand on the definition of a quorum; and, to afford the Planning Administrator the ability to call meetings as needed, including outside of those regularly scheduled.

ACTION REQUESTED:

If it pleases Council, hold a public hearing accepting public comments on the proposed ordinance to amend provisions regulating the Coos Bay Planning Commission.

Following the public hearing, enact the Ordinance amending Chapter 2.35 of the Coos Bay Municipal Code (CBMC).

BACKGROUND:

The Planning Commission serves to fulfill the City's obligation under Oregon Statewide Planning Goal 1, Citizen Involvement, affording citizens opportunities to be involved in land use decisions. The City is obligated by statute to make final land use decisions within a 120-day timeline.

The Planning Commission's membership includes volunteers appointed by the City Council. The Planning Commission often operates with fewer than seven (7) members. Leeway on quorum rules is needed to ensure the City remains effective in making land use decisions. The Planning Division is best suited to enforce Planning Commission membership rules and duties.

BUDGET IMPLICATIONS:

None.

ATTACHMENT(S):

- ___Planning Commission Amendment.pdf
- Chapter_2.35_CBMC_Proposed_Amendments___Legislative Copy.pdf