

## APPROVED

### MILPITAS PLANNING COMMISSION Milpitas City Hall, Committee Meeting Room 455 E. Calaveras Blvd., Milpitas, CA

#### MEETING MINUTES Wednesday June 26, 2013

- I. PLEDGE OF ALLEGIANCE**      **Chair Mandal** called the meeting to order at 7:00 P.M. and led the Pledge of Allegiance.
- II. ROLL CALL/ SEATING OF ALTERNATE**
- Commissioners**  
**Present:** Chair Sudhir Mandal, Vice Chair Larry Ciardella, Garry Barbadillo, Rajeev Madnawat  
**Absent:** John Luk, Zeya Mohsin and Gurdev Sandhu  
**Alternate Member:** Demetress Morris (seated as a voting member)  
**Staff:** Steve McHarris, Johnny Phan
- III. PUBLIC FORUM**      **Chair Mandal** invited members of the audience to address the Commission on any topic not on the agenda, noting that no response was required from staff or Commission, but that Commission may choose to place a matter on a future meeting agenda.  
**Speakers:** None
- IV. APPROVAL OF MEETING MINUTES**      **Chair Mandal** called for approval of the June 12, 2013 meeting minutes of the Planning Commission.  
  
No changes to the meeting minutes as written were requested.  
  
**Motion** to approve Planning Commission meeting minutes of June 12, 2013 as submitted  
  
Motion/Second:      Commissioners Ciardella / Madnawat  
AYES:      5  
NOES:      0  
ABSENT:      3  
  
It was noted that the Planning Commission Subcommittee Meeting Minutes will be approved only by the members of the subcommittee who were present at that meeting.
- V. ANNOUNCEMENTS**      None
- VI. CONFLICT OF INTEREST**      **Assistant City Attorney Johnny Phan** asked if any member of the Commission had any personal or financial conflict of interest related to any of the items on the agenda.  
  
No Commissioners identified a conflict of interest.

**VII. APPROVAL OF AGENDA**

**Chair Mandal** asked whether staff or the Commission have any changes to the agenda.

There were no changes to the agenda requested.

**Motion** to approve the June 26, 2013 agenda as submitted

Motion/Second: Commissioners Madnawat / Barbadillo

AYES: 5

NOES: 0

ABSENT: 3

**VIII. NEW BUSINESS**

**VIII-1. Commission Training Session**

This evening was dedicated to providing Commissioners' training workshop and keeping commissioners informed with what staff is currently doing.

**Planning Director, Steve McHarris and Assistant City Attorney, Johnny Phan** – Items covered during the training were: The Commission's role, staff's role, Brown Act, open government ordinance, conflict of interest, conducting meetings, public hearing procedure, making a motion, voting on a motion, types of decisions, decision proceeding, permit findings and conditions, administrative role and land use & planning basics.

**Commissioner Madnawat** made a motion to place on the next Planning Commission agenda a recommendation to form a By-law Review Subcommittee of the Planning Commission, then to go to the City Council for final approval

Motion/Second: Commissioners Madnawat / Barbadillo

AYES: 5

NOES: 0

ABSENT: 3

**IX. ADJOURNMENT**

The meeting was adjourned at 9:35 PM to the next meeting of July 10, 2013.

**Motion** to adjourn the next meeting.

Motion/Second: Commissioners Madnawat / Morris

AYES: 5

NOES: 0

ABSENT: 3

*Meeting Minutes drafted and submitted by  
Joann DeHerrera, Office Specialist*

Planning Commission Minutes

June 26, 2013