



AGENDA

CITY COUNCIL - SPECIAL MEETING (WORKSHOP)

CITY OF BANNING, CALIFORNIA

June 10, 2025
4:00 p.m.
In Chambers

Council Chambers
99 E. Ramsey Street
Banning, CA 92220

The following information comprises the agenda for the special meeting of the Banning City Council, a joint meeting of the City Council and Banning Utility Authority, and the Banning City Council sitting in its capacity as the Banning Successor Agency Board.

This meeting is being held via Zoom so that members of the public may observe and participate in this meeting electronically. If you participate in this meeting via Zoom, you are agreeing to abide by the City's Zoom Community Standards for Public Meetings (provided in full on the last page of the agenda). Esta reunión se lleva a cabo en la Cámara y a través de Video/Teleconferencia en Zoom para que los miembros del público puedan observar y participar en esta reunión de manera electrónica. Si elige participar en esta reunión a través de Zoom, acepta cumplir con los Estándares comunitarios de Zoom para reuniones públicas de la ciudad (que se proporcionan en su totalidad en la última página de la agenda).

To observe and participate in the online video portion of the meeting through your personal computer or device, follow this link:

<https://us02web.zoom.us/j/82012644588?pwd=RwqtJC8xehLDKZvr3LEKOf9u8uP2pt.1>

Dial in: +1 669 900 9128

Meeting ID: 820 1264 4588
Password: 92220

Per the City of Banning Manual of Procedural Guidelines, matters taken up by the Council before 10 p.m. may be concluded, but no new matters shall be taken up except upon a majority vote of the council members present and voting. Such an extension shall only be valid for one hour and each hour thereafter shall require a renewed action for the meeting to continue.

TELECOMMUTING LOCATION

Mayor Pro Tem Royce will be participating from a remote location where the public is invite to attend: Lobby/Business Center, 160 Portal Lane, Sedona AZ 86336.

1. CALL TO ORDER

2. PUBLIC COMMENTS - Agenda Items Only

3. WORKSHOP

3.1 Planning Commission Interviews for Positions 4 and 5

Recommendation: Conduct interviews to fill Planning Commission vacancies for Positions 4

and 5.

4. **ADJOURNMENT**

Zoom Community Standards for Public Meetings

By participating in this meeting on Zoom, you are agreeing to abide by the City of Banning's Community Standards for Public Meetings. Zoom attendees that fail to adhere to these standards may be removed from the meeting room.

- Your microphone must remain on mute, and you may only unmute your microphone when/if you are recognized by the Mayor.
- Your camera must be turned off unless/until you are recognized by the Mayor.
- To indicate a desire to make Public Comment, you must use the Raise Hand function. The Mayor will not recognize those who have not used the Raise Hand function.
- Public Comment from Zoom attendees will immediately follow in-person comment from members of the public in Council Chambers.
- If you fail to adhere to these community guidelines, **you may be removed** for disrupting the meeting occurring in Council Chambers. You may rejoin the meeting but may be removed for each violation of these community standards.
- The chat function will be disabled for all City Council meetings on Zoom.

Estándares comunitarios de Zoom para Reuniones Públicas

Al participar en esta reunión en Zoom, usted acepta cumplir con los Estándares Comunitarios para Reuniones Públicas de la ciudad de Banning. Los que atienden por Zoom que no cumplan con estos estándares pueden ser retirados de la sala de reuniones.

- Su micrófono debe permanecer en silencio, y solo puede reactivar su micrófono cuando / si es reconocido por el alcalde.
- Su cámara debe estar apagada a menos que sea reconocido por el alcalde.
- Para indicar el deseo de hacer un Comentario Público, debe utilizar la función Levantar la mano. El alcalde no reconocerá a quienes no hayan utilizado la función Levantar la mano.
- Los comentarios públicos de lo que atienden por Zoom seguirán inmediatamente los comentarios en persona de los miembros del público en las Cámaras del Consejo.
- Si no cumple con estas pautas de la comunidad, es posible que lo destituyan por interrumpir la reunión que tiene lugar en las Cámaras del Consejo. Puede volver a unirse a la reunión, pero es posible que lo eliminen por cada violación de estos estándares de la comunidad.
- La función de chat estará deshabilitada para todas las Reuniones del Ayuntamiento en Zoom.

AFFIDAVIT • DECLARACIÓN JURADA

IT IS HEREBY CERTIFIED under the laws of the State of California that the above agenda was posted on the City's website (www.banningca.gov) as well as the Bulletin Board at Banning City Hall, located at 99 E Ramsey Street, Banning, CA 92220, at least 24 hours in advance of the meeting.


Vickie Sellers, Elected City Clerk
Secretaria Municipal Electa

PUBLIC NOTICE • NOTICIA PÚBLICA

Meeting Agendas and Notices

Interested in receiving email and/or text notifications of upcoming City Council meetings? Sign up for meeting notifications through the City's website. Pursuant to amended Government Code §54957.5(b), staff reports and other public records related to open session agenda items are available on the City's website (www.banningca.gov/).

Public Comment

Agenda Items

Any member of the public may address this meeting of the City Council on any item appearing on the agenda. A five-minute limitation shall apply to each member of the public and no member of the public shall be permitted to share their time with any other person.

Non-Agenda Items

Any member of the public may address this meeting of the City Council on any item which does not appear on the regular meeting agenda but is of interest to the general public and is an item upon which the City Council may act. A three-minute limitation shall apply to each member of the public and no member shall be permitted to share their time with any other person. No action shall be taken, nor discussion held by the City Council, on any item which does not appear on the agenda, unless the action is otherwise authorized in accordance with the provisions of subdivision (b) of §54954.2 of the Government Code.

Special Assistance/Accessibility Requests

In compliance with the Americans with Disabilities Act, any member of the public may request that the agenda and agenda packet be mailed to them. If you need special assistance to participate in this meeting (such as translation services), please contact the City Clerk's Office. Advanced notification of at least 48 hours prior to the meeting will allow the city to make arrangements to ensure your accessibility.

¿Necesita servicios de traducción para participar? Contacto Oficina del Secretario de la Ciudad.

CONTACT • CONTACTO

City Clerk's Office | 951-922-3102 | CityClerks@banningca.gov
99 East Ramsey Street, Banning, California 92220



CITY OF BANNING STAFF REPORT

TO: CITY COUNCIL

FROM: Robert Fisher, Acting City Manager

PREPARED BY: Caroline Patton, Administrative City Clerk

MEETING DATE: June 10, 2025

SUBJECT: Planning Commission Interviews for Positions 4 and 5

RECOMMENDATION:

Conduct interviews to fill Planning Commission vacancies for Positions 4 and 5.

BACKGROUND:

The Planning Commission's rules and responsibilities are governed by Chapter 2.28 of the Municipal Code. The Commission's two main functions are to review land development applications for compliance with the Zoning Code and to make recommendations to the City Council regarding large projects and changes to the General Plan or Zoning Ordinance.

One vacancy was created when the City Council removed one member from the Planning Commission at the March 25, 2025 meeting. The second vacancy stems from a resignation received on March 25, 2025 from Robert Wilcox. Both positions are terms expiring in January 2027. The recruitment began immediately, with public notice in the May 2, 2025 edition of the Record Gazette. Several postings were made on the City's social media pages before the application period closed on Friday, May 30, 2025. The City Clerk's Office received five applications in that time.

JUSTIFICATION:

Five applications were received for the Planning Commission vacancies and are up for consideration:

- Edward Dean
- David Ellis
- Al Marshall
- Gerry Phelps
- Marco Santana

Staff recommends asking each applicant two interview questions:

1. Tell us briefly about yourself (qualities/experience/expertise) and what aspects best describe your qualifications to serve on the City's Planning Commission; and,
2. Explain your knowledge of the Planning Commission's roles and responsibilities, and their contribution to the City long-term development goals. Further, explain how the Commission contributes to a better quality of life for the residents, businesses and patrons to the city.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

BUDGETED?:

No

CONTRACT/AGREEMENT:

No

ATTACHMENTS:

1. [PC Applications Combined.pdf](#)
2. [2025 05 02_PC Vacancy Affidavit.pdf](#)
3. [Banning MC Section 2.28](#)



APPLICATION TO SERVE ON PLANNING COMMISSION

This application is to fill two vacancies on the City of Banning Planning Commission. The term of office will begin upon appointment and will expire on January 31, 2027. The Planning Commission meets monthly on the **First Wednesday** of each month at 5:30 p.m. **Applications are due to the City Clerk's Office no later than Friday, May 30, 2025.**

Name Edward Charles Dean III

Phone (951) 451-8470

Email Address edwardcdean3@gmail.com

Address 4038 Hillside Dr., Banning, CA 92220

Are you currently employed? ☐ Yes ☒ No

Position N/A Company N/A

Length of Residency in Banning 14 Years (2000-2008) (2018-Current)

Are you a registered voter? ☒ Yes ☐ No

Are you able to commit to reviewing and evaluating commission staff reports, which are typically lengthy and can be complex? ☒ Yes ☐ No

Are you able to attend commission meetings at the regular meeting date and time, as well as possible special meetings, which occur from time-to-time? ☒ Yes ☐ No

Information requested below will be used by the City Council as a screening process to determine which applicants will be interviewed for the Planning Commission. All applications and/or materials submitted for this purpose become a public record.
Ample space is provided. Please do not submit supplemental materials.

1. Tell us about your background, including education, work, and volunteer experience, civic involvement, and other experience relevant to this appointment.

I bring 14 years of U.S. Army experience as a Personnel and Administration Specialist and Military Training Supervisor, with expertise in land-use planning, resource management, and regulatory compliance. I've advised senior leadership on zoning, policy, and operational strategy—experience directly applicable to civic planning. I hold a Bachelor's degree in Business Administration with a concentration in Marketing, which strengthens my ability to analyze trends, engage the public, and communicate complex information clearly. My background includes leading diverse teams, balancing competing interests, and advancing equitable, community-centered solutions. I'm committed to supporting Banning's strategic growth through sustainable development, environmental stewardship, and inclusive planning as a member of the Planning Commission. I also co-founded a local development company focused on revitalizing underutilized spaces, giving me firsthand insight into the challenges and opportunities facing small cities like ours. My goals is to help Banning grow in a way that honors its heritage, meets the needs of today's residents, and creates opportunities for future generations.

2. What types of major issues should the Planning Commission deal with?

- Guide Sustainable Urban Growth: The Planning Commission should shape Banning's long-term development by balancing residential, commercial, and environmental priorities. This includes enforcing responsible land use, updating zoning regulations, and promoting smart growth that protects the city's unique character and quality of life.

- Promote Affordable Housing and Inclusive Development: It must address housing accessibility by reviewing policies that support diverse, affordable housing options and revitalizing underused areas to foster walkable, vibrant neighborhoods.

- Strengthen Infrastructure and Transportation: The Commission should oversee infrastructure planning to support population growth, improve mobility, and ensure reliable utilities—while prioritizing public safety, accessibility, and future-ready systems.

- Ensure Economic and Environmental Resilience: It must balance economic development with environmental preservation and historic conservation, supporting projects that stimulate the local economy without compromising sustainability or community well-being.

3. Identify specific challenges and opportunities facing the City's future growth and development. Explain how you feel they may be resolved (be specific):

1. Housing Development and Affordability

Challenge: Growing demand for housing may affect affordability.

Opportunity: Promote affordable and mixed-use housing developments.

Resolution: Update housing policies and partner with developers to offer diverse housing options.

2. Economic Development and Job Creation

Challenge: Need to diversify the economy and create local job opportunities.

Opportunity: Attract businesses to boost local economic growth.

Resolution: Implement economic development plans, offer incentives, and improve infrastructure.

3. Public Safety and Crime Prevention

Challenge: Rising crime rates may concern residents.

Opportunity: Enhance public safety to improve quality of life.

Resolution: Invest in law enforcement, community policing, and crime prevention initiatives.

4. Infrastructure and Transportation

Challenge: Rapid growth may strain infrastructure and traffic.

Opportunity: Improve infrastructure to support expansion.

Resolution: Prioritize road expansions, public transit, and utility improvements.

Additional Information about this Position

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Per City of Banning Resolution 2012-67, you will be required to submit to a criminal background investigation, to include LiveScan fingerprinting, prior to appointment.

Please return to: City of Banning
City Clerk's Office
99 E. Ramsey Street
PO Box 998
Banning, CA 92220

Return by: Friday, May 30, 2025
5:00 p.m.

Or email to: cityclerks@banningca.gov

Remember to sign your application.



Signature

05-21-2025

Date

**RECEIVED**

MAY 29 2025

City of Banning
City Clerk's Office

'25 MAY 29 3:19 PM

APPLICATION TO SERVE ON PLANNING COMMISSION

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Name DAVID ELLISPhone 909-553-5547Email Address DAVID-ELLIS@LIVE.COMAddress 324 MEADOWLARK LANE CITYAre you currently employed? ☐ Yes ☒ NoPosition RETIRED Company _____Length of Residency in Banning 45+ YEARS HOME OWNERAre you a registered voter? ☒ Yes ☐ NoAre you able to commit to reviewing and evaluating commission staff reports, which are typically lengthy and can be complex? ☒ Yes ☐ NoAre you able to attend commission meetings at the regular meeting date and time, as well as possible special meetings, which occur from time-to-time? ☒ Yes ☐ No

Information requested below will be used by the City Council as a screening process to determine which applicants will be interviewed for the Planning Commission. All applications and/or materials submitted for this purpose become a public record.

Ample space is provided. Please do not submit supplemental materials.

1. Tell us about your background, including education, work, and volunteer experience, civic involvement, and other experience relevant to this appointment.

45+ YEARS HOMEOWNER WITH VESTED INTEREST IN BANNING. BACKGROUND INCLUDES BUSINESS ADMINISTRATION, CRIME PREVENTION THROUGH ARCHITECTURAL DESIGN, CONTRACTS, SALES AND FINANCING OF HIGH TICKET ITEMS. AS A PREVIOUS P/C MY EXPERIENCES WERE VERY VALUABLE AND EYE-OPENING. UNDERSTANDING THE DUTIES NECESSARY TO BE SUCCESSFUL.

2. What types of major issues should the Planning Commission deal with?

THE PLANNING COMMISSION PLAYS A CRITICAL
ROLE IN CITY GOVERNMENT. PLANNING COMMISSIONERS
MAKE DECISIONS AND RECOMMENDATIONS ON A
WIDE RANGE OF PLANNING AND LAND USE
MATTERS RELATED TO SUBDIVISIONS, SPECIFIC
PLANS, ZONE CHANGES, PUBLIC HEARINGS,
AND SO FORTH.

3. Identify specific challenges and opportunities facing the City's future growth and development. Explain how you feel they may be resolved (be specific):

REVIEW THE CHALLENGES AND
OPPORTUNITIES OF A DISADVANTAGE
COMMUNITY.

BUILDING A STRONGER RETAIL
TAX BASE

Additional Information about this Position

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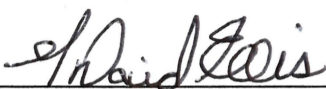
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**Return by: Friday, May 30, 2025
5:00 p.m.**

Or email to: cityclerks@banningca.gov

Remember to sign your application.



Signature



Date

**RECEIVED**

MAY 22 2025

City of Banning
City Clerk's Office**APPLICATION TO SERVE ON PLANNING COMMISSION**

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Name Al Marshall

Phone 9496451000

Email Address al@pnd1.com

Address 5915 Nectar Dr

Are you currently employed? ☒ Yes ☐ No

Position Owner Company PACIFIC NATIONAL DEVELOPMENT

Length of Residency in Banning 3.5 years

Are you a registered voter? ☒ Yes ☐ No

Are you able to commit to reviewing and evaluating commission staff reports, which are typically lengthy and can be complex? ☒ Yes ☐ No

Are you able to attend commission meetings at the regular meeting date and time, as well as possible special meetings, which occur from time-to-time? ☒ Yes ☐ No

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1. Tell us about your background, including education, work, and volunteer experience, civic involvement, and other experience relevant to this appointment.

With over five decades of experience as a licensed architect and nearly five decades in real estate development, I bring a comprehensive and seasoned perspective to the built environment. As the founder and principal of Pacific National Development, I have successfully entitled and developed over 5,000 multifamily units across California, Texas, Pennsylvania, and Florida, working extensively with municipal staff, planning commissions, and city councils to navigate and secure project entitlements.

My most recent completed entitlement was a 93-unit townhouse project on 10 acres in Moreno Valley, California. I am currently advancing an 18-acre site in Hemet, California through the entitlement process. In partnership with Citivest, Inc. (www.citivestinc.com), Pacific National Development continues to lead and deliver high-quality, strategically entitled housing projects. The Summit Ridge Apartments on Hathaway Street in Banning was one of my earliest tax credit developments.

I hold 55 years of architectural experience, including significant roles at 3D International Architects and Richard Fitzgerald and Associates, and was formerly President of Newport Pacific Development in Newport Beach. I also served as a contract developer for The Birtcher Company before incorporating Pacific National Development in 1998.

I have 28 years of specialized experience in affordable housing finance, leveraging Federal and State Low-Income Housing Tax Credits, tax-exempt bonds, and conventional financing mechanisms to structure sustainable, community-oriented affordable housing developments. My public sector experience includes work as a city planner for Jacksonville, Florida, during the historic consolidation of its city and county governments.

I hold a Bachelor of Design, Bachelor of Architecture, and completed graduate studies in Urban Design at the University of Florida. I began my career in Texas in 1971.

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MAY 25 2022
City of Banning
Planning Commission

2. What types of major issues should the Planning Commission deal with?

The Planning Commission plays a vital role in shaping a city's physical, economic, and social development. It acts as both an advisory and quasi-judicial body, depending on the jurisdiction. The Planning Commission is also a screening body for the City Council. Here are the major issues that a Planning Commission typically deals with:

1. Land Use Planning and Zoning: Reviewing General Plans and Specific Plans: Ensuring consistency between development proposals and the city's long-term vision. Zoning Ordinance Updates: Recommending changes to zoning codes, districts, and permitted uses. Rezoning Requests: Evaluating applications to change land use designations.
2. Development Entitlements: Conditional Use Permits (CUPs): Deciding or recommending approval for uses that require special review due to potential impacts. Subdivision Maps: Reviewing Tentative Tract and Parcel Maps for new subdivisions. Site Plan Reviews: Assessing design, layout, access, and compatibility with surrounding uses.
3. Affordable and Inclusionary Housing: Evaluating Affordable Housing Projects: Ensuring compliance with housing elements, density bonuses, and fair housing regulations. Inclusionary Zoning Policies: Recommending policies that mandate or incentivize affordable units in market-rate developments.
4. Environmental Review (CEQA/NEPA): Initial Studies and Mitigated Negative Declarations (MNDs): Determining environmental impacts and recommending mitigation. Environmental Impact Reports (EIRs): Making findings and recommendations based on CEQA compliance.

3. Identify specific challenges and opportunities facing the City's future growth and development. Explain how you feel they may be resolved (be specific):

The City of Banning, California is a growing community with significant development potential, however it faces notable challenges.

Challenges Facing Banning's Future Growth:

1. Infrastructure Deficiencies: Portions of Banning—especially in outlying or undeveloped areas—lack sufficient infrastructure (water, sewer, roads, storm drainage) to support new development. We can Implement Development Impact Fees (DIFs) that are tied to a specific Capital Improvement Program (CIP) to fund necessary infrastructure.

In addition, we can Create Infrastructure Financing Districts (IFDs) or Community Facilities Districts (CFDs) to finance off-site improvements. This can be accomplished with public-private partnerships for cost-sharing on the potential large-scale infrastructure projects.

2. Limited Economic Base and Loss of Retail. One major issue is Banning's loss of sales tax revenue to Beaumont. Create attractive Retail location(s) and environment in order to attract retail companies. Proactively marketing key commercial corridors (e.g., Ramsey Street, Highland Springs) for mixed-use or destination retail. Make downtown a destination attraction by incorporating a walking, shopping, restaurant area using the historic theme of Banning.

Offer incentives for anchor tenants or regional-serving uses (e.g., grocery-anchored centers, Entertainment) to locate in Banning. A retail gap analysis can identify sectors with unmet demand and target businesses.

3. Workforce Housing & Affordability: While Banning has relatively affordable housing compared to coastal regions, there is a shortage of quality rental housing and workforce-level ownership opportunities. Encourage affordable and workforce housing through density bonuses, tax credit partnerships, and expedited permit processing. Lobby the California Tax Credit Allocation Committee to address our lack of "High" resource area that are used as tie-breakers and gives eight amenity points to the applications to win an allocation of tax credits.

We can leverage state-level programs like the Mixed Income Program ("MIP") funds, Regional Early Action Planning Grants ("REAP 2.0"), and AHSC grants to support housing near transit and jobs.

Streamline zoning to support townhouses, small-lot single-family homes, and multifamily developments in targeted infill zones. Streamline and Expedite the Planning and approval process, make Banning a Developer Friendly City.

4. Aging Downtown Core: Banning's historic downtown has charm but suffers from vacancy, under utilization, and dated infrastructure.

Additional Information about this Position

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Al Marshall

Signature

May 22, 2025

Date


RECEIVED

MAY 20 2025

City of Banning
City Clerk's Office

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Name Gerry Cousins Phelps

Phone 951-267-1580

Email Address secretknowledge@aol.com

Address 1033 Pine Valley Rd. Banning, 92220

Are you currently employed? ☐ Yes ☒ No

Position _____ Company _____

Length of Residency in Banning 10 years

Are you a registered voter? ☒ Yes ☐ No

Are you able to commit to reviewing and evaluating commission staff reports, which are typically lengthy and can be complex? ☒ Yes ☐ No

Are you able to attend commission meetings at the regular meeting date and time, as well as possible special meetings, which occur from time-to-time? ☒ Yes ☐ No

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1. Tell us about your background, including education, work, and volunteer experience, civic involvement, and other experience relevant to this appointment.

This would be the 4th time I am applying for this and have been encouraged to do so. I am not at all pleased when I tell someone that I live in Banning and they refer to it as a truck stop. I want my town to be a safe, well regarded place to live. I'm a college grad, with a lifetime of business experience

RECEIVED

2. What types of major issues should the Planning Commission deal with?

I believe the main issues facing Banning citizens are zoning, growth, income and reputation, and making the City attractive from one end to the other.

And it begins with the Highland Springs on/off ramps of the 10 and the immediate surroundings are constantly littered and look like nobody cares--not a particularly attractive was to enter or remember you've been here.

3. Identify specific challenges and opportunities facing the City's future growth and development. Explain how you feel they may be resolved (be specific):

There is the large retirement community of Sun Lakes and everybody else. But we are one community and must strive to make it work regardless of past resentments.

Money is a huge issue for the City of Banning. Revenue must be improved which means growth and development. The Planning Commission is vital to this end.

Additional Information about this Position

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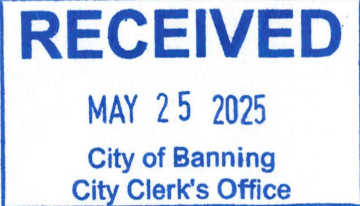
Remember to sign your application.


Gerry Cousins Phelps

5/12/25

Signature

Date



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Name	Marco Santana		
Phone	(951) 333-9921		
Email Address	marcosantanam.ed@gmail.com		
Address	957 E George St Banning CA 92220 United States		
Are you currently employed?	☒ Yes	☐ No	
Position	Program Director, Grant Writer	Company	Nonprofit
Length of Residency in Banning	31 years, born and raised in Banning		
Are you a registered voter?	☒ Yes	☐ No	
Are you able to commit to reviewing and evaluating commission staff reports, which are typically lengthy and can be complex?	☒ Yes	☐ No	
Are you able to attend commission meetings at the regular meeting date and time, as well as possible special meetings, which occur from time-to-time?	☒ Yes	☐ No	

Information requested below will be used by the City Council as a screening process to determine which applicants will be interviewed for the Planning Commission. All applications and/or materials submitted for this purpose become a public record.

Ample space is provided. Please do not submit supplemental materials.

1. Tell us about your background, including education, work, and volunteer experience, civic involvement, and other experience relevant to this appointment.

I am a lifelong resident and a proud graduate of Banning High School. I went on to earn a Master of Education from the University of California, and have since dedicated my professional career to strengthening our local community. I serve as Program Director for a nonprofit where I manage programs that help families access healthcare, housing, and job training. My background also includes experience as a project engineer in the private sector, where I led technical teams and ensured high standards in project delivery. This blend of public and private experience has grounded me in both practical problem-solving and community engagement. I care deeply about preserving Banning's heritage while shaping a future that offers opportunity and quality of life for all residents.

2. What types of major issues should the Planning Commission deal with?

The Planning Commission plays a critical role in ensuring that Banning's growth reflects the values of its residents, protecting neighborhood character, encouraging thoughtful investment, and strengthening our long-term economic outlook. My recommendations that the Commission should prioritize:

Support for local small businesses and revitalization efforts, especially in areas like downtown and key commercial corridors.

Consistency with the General Plan and long-range planning goals, ensuring projects align with community priorities and available resources.

Balanced land use decisions that preserve open space while guiding development to appropriate areas.

Workforce housing options that allow local workers, seniors, and young families to remain in Banning without being priced out.

Infrastructure improvements that enhance safety, mobility, and emergency readiness, including roads, drainage, and public amenities.

By upholding high standards for development and respecting both individual property rights and broader community needs, the Planning Commission can help guide Banning's growth responsible, community-focused direction.

3. Identify specific challenges and opportunities facing the City's future growth and development. Explain how you feel they may be resolved (be specific):

Banning's growth brings both opportunity and the need for careful planning. We must ensure development strengthens the local economy, protects community character, and benefits long-term residents. Key challenges include ensuring housing and commercial projects reflect local needs and encourage local investment, supporting local businesses and providing resources and guidance on upcoming businesses and projects, and managing infrastructure demands like traffic, schools, and utilities. I believe we should support policies that prioritize community input for major projects, promote mixed-use development in appropriate zones, and invest in infrastructure that improves safety, mobility, and quality of life. With responsible growth and local involvement, Banning can remain a strong, family-friendly community, that can still attract interest of bustling local and region centric initiatives.

Additional Information about this Position

Per City of Banning Municipal Code Chapter 2.28, proof of residency shall be submitted at time of application to the Commission through voter registration or a utility bill at a physical address within city boundaries. Residency shall be confirmed prior to appointment and maintained throughout the term served. Applicants will be expected to attend a brief orientation session explaining the role of commissioners, the planning process, and the expectations of commissioners that are appointed. Please note that this is a volunteer position. Members shall disclose interests in investments, real property, and income derived within the City of Banning or from sources doing business within the City of Banning. Filings are required within ten days of assuming office and on an annual basis. Members shall not work for the "pass" cities, which include Beaumont, Calimesa, and Riverside County in roles, such as economic development, planning, or redevelopment. Planning Commission shall hold no other municipal office in the city. Members may not be employees of the city.

Per City of Banning Resolution 2012-67, you will be required to submit to a criminal background investigation, to include LiveScan fingerprinting, prior to appointment.

Please return to: City of Banning
City Clerk's Office
99 E. Ramsey Street
PO Box 998
Banning, CA 92220

**Return by: Friday, May 30, 2025
5:00 p.m.**

Or email to: cityclerks@banningca.gov

Remember to sign your application.



Signature

May 25th, 2025

Date

AFFIDAVIT OF PUBLICATION

Record Gazette
218 N. Murray St., Banning, CA 92220

Proof of Publication
(2015.5 C.C.P.)

Special Vacancy Notice (Planning Commission)

State of California)
County of Riverside) SS.

I am a citizen of the United States and a resident of the State of California; I am over the age of eighteen years, and not a party to or interested in the above matter. I am the principal clerk of the printer and publisher of Record Gazette, a newspaper published in the English language in the City of Banning, County of Riverside, and adjudicated a newspaper of general circulation as defined by the laws of the state of California by the Superior Court of the County of Riverside, under the date October 14, 1966, Case No. 54737.

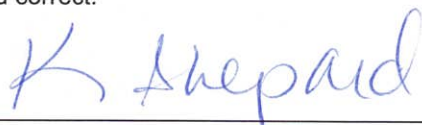
That the notice, of which the annexed is a copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

May 2, 2025

Executed on: May 2, 2025

At City of Banning, California

I certify (or declare) under penalty of perjury that the foregoing is true and correct.



Signature

Public Notices



**SPECIAL VACANCY NOTICE
IN ACCORDANCE WITH THE MADDY ACT (CAL.
GOV. CODE, § 54970 ET SEQ.), THIS NOTICE IS
TO ANNOUNCE THAT TWO VACANCIES HAVE
OCCURRED ON THE BANNING PLANNING
COMMISSION.**

The City Council of the City of Banning is accepting applications for two positions on the Banning Planning Commission, which two positions became vacant on March 25, 2025. The Planning Commission exercises those functions of the planning agency of the City of Banning delegated to it in the Banning Municipal Code. Applications for this position are available at the Office of the City Clerk located at City Hall, 99 E. Ramsey Street, Banning, California 92220. Members of the Planning Commission must be residents of the City of Banning who hold no other municipal office in the City, and may not be City employees. The deadline for submission of applications to the Acting Administrative City Clerk is Friday, May 30, 2025. For further information regarding the duties associated with Banning Planning Commission, please contact the Administrative City Clerk by phone at (951) 922-3102, or email at cityclerks@banningca.gov.

Date Posted: April 28, 2025

Date Published: May 2, 2025

/s/ Sandra Calderon

Acting Administrative City Clerk, City of Banning

2.28.010 - Planning commission—Membership requirements.

- A. Members of the planning commission shall be residents of the City of Banning who hold no other municipal office in the city. Members may not be employees of the city.
- B. Proof of residency shall be submitted at time of application to the commission through voter registration, utility bill at a physical address within the city boundaries. Residency shall be confirmed prior to appointment and maintained throughout the term served.

(Code 1965, § 2-5.)

2.28.020 - Term and vacancies.

- A. The planning commission shall consist of five members.
- B. Planning commissioners shall serve four-year terms, which shall be staggered every two years concurrent with the city elections. Appointments shall be made by the city council. Applications shall be made available and the closing date announced at least two months prior to the expiration of the commissioner's term to be filled.
- C. In order to re-set the terms of office of planning commissioners consistent with paragraph (b) above, commencing January 2021, the city council shall appoint members of the planning commission, whether newly appointed or as reappointed members, to one of the following five numbered positions:
 - 1. Position 1. The term of office for Position 1 will begin February 1, 2021, and expire on January 31, 2025.
 - 2. Position 2. The term of office for Position 2 will begin February 1, 2021, and expire on January 31, 2025.
 - 3. Position 3. The term of office for Position 3 will begin February 1, 2021, and expire on January 31, 2023.
 - 4. Position 4. The term of office for Position 4 will begin February 1, 2021, and expire on January 31, 2023.
 - 5. Position 5. The term of office for Position 5 will begin February 1, 2021, and expire on January 21, 2023.
- D. Upon the expiration of each term of office specified in paragraph C, persons appointed or reappointed to the Position shall serve for a succeeding four-year term measured from the expiration of the prior term of that position. In the event the city council has not completed the appointment process by February 1 of each odd number year to fill the terms of positions that

are to commence on February 1 of that year, the predecessor's term of office for that position is automatically extended until the date that the successor has been appointed and sworn into office.

- E. Members shall serve at the pleasure of the council and may be removed at any time by a majority vote of the entire council.
- F. Any member who is unexcused for two consecutive regular meetings of the commission or six meetings within a twelve-month period, whether the six meetings are excused or not, will be deemed to have forfeited his or her office and the city council may appoint a new member to serve in the commissioner's position for the remainder of their term.
- G. To be excused from any such meeting, a member shall notify the planning department, at least forty-eight hours prior to any such meeting that the member will not be in attendance at the upcoming meeting. If a member is unable to attend due to illness, injury or family matters, an oral statement made proving that specific reason by the member at the next regular meeting of the commission shall constitute an excused absence.

(Code 1965, § 2-6.)

(Ord. No. 1569, § 1, 9-22-20)

2.28.030 - Compensation.

- A. Members of the planning commission shall not receive compensation; reasonable traveling expenses to and from conferences and/or special field trips and training sessions shall be reimbursed.
- B. Upon authorization by the city manager, the planning commission and members of its staff, may attend city planning conferences or meetings, or hearings on city planning legislation, or matters affecting the planning of the city. The reasonable expenses of such attendance shall be charged upon the funds allocated to the commission.
- C. All fundings shall be established through the City of Banning budget, which shall be approved by the city council.

(Code 1965, § 2-7.)

2.28.040 - Rules of procedure.

- A. A quorum of the planning commission shall consist of a majority of the members (including any vacancies). A quorum must be present in order for the planning commission to hold a meeting.
- B. In the event that only three commissioners are present, any actions recommending amendment to the Municipal Code or general plan must be unanimous; all other actions would require a majority vote of the commission in attendance. A tie vote shall constitute a denial of the matter or request brought before the planning commission.

- C. The commission shall adopt rules for the transaction of business and shall keep a record of its transactions, findings, and determinations. The Brown Act and "Robert's Rules in Plain English" by Doris P. Zimmerman (Harper Perennial) shall be incorporated into such rules.
- D. The commission shall follow all applicable city fiscal and administrative policies and procedures.

(Code 1965, § 2-8.)

2.28.050 - Duties and responsibilities.

- A. The planning commission shall exercise those functions of the planning agency of the city delegated to it in the Banning Municipal Code.
- B. At the regular February meeting, the planning commission shall choose a chairperson and a vice-chairperson from among the planning commission members. The chairman and vice-chairman shall serve for one term. Both positions shall rotate every year.
 - 1. The chairperson shall preside at all regular and special meetings and rule on all points of order and procedure during the meetings.
 - 2. The vice-chairperson shall assume all duties of the chairperson in his or her absence.
 - 3. In the event the chairperson and vice-chairperson are both absent, an acting chairperson shall be appointed from the commission for the meeting from those present.
- C. The planning commission's scope of responsibility is to:
 - 1. Prepare, review, adopt, and recommend to the city council for its adoption, a long range, comprehensive general plan to guide future physical development and conservation of the city and its adjoining environs based on geographic, social, economic and political characteristics of the community;
 - 2. Prepare, review, adopt and recommend to the city council for its adoption of special area specific plans for identifiable areas, wherein more detailed guidelines are needed to supplement the objectives of the general plan;
 - 3. Review development applications submitted to the city for consistency with adopted plans and ordinances. Approve or deny applications when final authority is granted to the planning commission by the Municipal Code. Make a recommendation on those actions for which the city council is the final reviewing approval body;
 - 4. Act as the appeal body on decisions made by the community development director;
 - 5. Perform such other functions and duties as the city council may from time to time direct and/or provide within the Banning Municipal Code.

D.

The commission may form ad-hoc subcommittees in accordance with the Brown Act, and make appointments to that subcommittee, as it deems necessary. A quorum of commission members may not be appointed to serve in a single subcommittee. Before forming a subcommittee, the commission shall establish a specific mission and term for the subcommittee.

E. The planning commission is an important function within the City of Banning, and as such, certain expectations are held by the city council in making the appointment of individuals to the commission. These expectations include the following:

1. Commissioners will attend all regular meetings and special meetings as they arise;
2. Commissioners will communicate expected and unexpected absences to the planning department, prior to the meeting;
3. Commissioners will communicate any potential conflicts of interest on agenda items to the planning department in advance of the hearing to allow confirmation of a quorum;
4. Commissioners will arrive on time to each meeting, fully participate, and remain in attendance until the end of each meeting;
5. Commissioners will prepare themselves for each meeting by reading the agenda, reports and other materials, and visiting the site, as necessary, and communicate any questions to the secretary in advance of the hearing. Pursuant to Resolution 2000-41, if a commissioner visits the site prior to a hearing on the matter, the commissioner shall disclose at the hearing such evidence and observation gathered during the site visit;
6. Commissioners are encouraged to attend the annual planner's institute (Monterey and Southern California) or an equivalent planning training program given by a University of California campus (or approved equivalent) and may attend other planning conferences and or training classes as the need and opportunities arise. The city will also provide regular in-service training and make-up training where attendance is required;
7. New commissioners are expected to become familiar with the city's general plan, the "Planning Commission Handbook" (prepared by the State of California), the relevant Municipal Code sections particularly those relevant to zoning to become familiar with these documents. The "Guide for New Members" distributed by the planning commissioners journal and www.plannersweb.com are other valuable resources for new commissioners;
8. Applicants to the planning commission will be expected to attend a brief orientation session explaining the role of commissioners, the planning process, and the expectations of commissioners that are appointed; and
9. New commissioner members will attend an expanded orientation session with the liaison to the commission and other staff, as deemed necessary, to provide new appointees with a solid understanding immediately upon appointment. The orientation will include an overview of

the planning process, a review of the commission's structure, policies and bylaws, a summary of available documents and resources, and a review of the commission's relationship with citizens, staff, developers, and the governing body.

- F. The planning commission may serve on regional boards or commissions as directed by the city council.
- G. The planning commission shall participate in annual meetings with the city council to discuss development activity, development doctrine, policies, etc.

(Code 1965, § 2-8.1.)

(Ord. No. 1569, § 2, 9-22-20)

2.28.060 - Conflict of interest requirements.

- A. The State of California Political Reform Act requires planning commission members to disclose interests in investments, real property, and income derived within the City of Banning or from sources doing business within the City of Banning. Filings are required within ten days of assuming office and on an annual basis.
- B. Members shall not work for the "pass" cities, which include Beaumont, Calimesa, and Riverside County in roles, such as economic development, planning, or redevelopment.
- C. If an apparent conflict of interest arises, the member shall inquire of the city attorney or staff prior to the meeting.

(Code 1965, § 2-8.2.)

2.28.070 - Staff liaison.

- A. The staff liaison to the planning commission shall be the community development director.
- B. The planning commission liaison, supported by the secretary to the planning commission (a staff position), shall be responsible for:
 - 1. Confirming that a quorum will be present prior to each meeting;
 - 2. Receiving and recording all exhibits, petitions, documents, or other material presented to the planning commission in support of, or in opposition to, any issue before the planning commission;
 - 3. Signing all meeting minutes and resolutions upon approval;
 - 4. Preparing and distributing agendas and agenda packets;
 - 5. Facilitating the tape recording of meetings and preparation of minutes; and
 - 6. Responding to all questions from planning commission members regarding agenda items in advance of meetings.

(Code 1965, § 2-8.3.)

2.28.080 - Meeting times and places.

A. The planning commission shall meet on the first Wednesday of each month at 5:30 p.m. at the city council chambers located at 99 E. Ramsey Street, or at such time and place as the commission may designate by resolution.

B. Commissioners will attend special meetings as they arise.

(Code 1965, § 2-8.4.)

(Ord. No. 1427, § 1, 9-14-10; Ord. No. 1594, § 1, 8-22-22)

2.28.090 - Adoption.

A. This document, as adopted and amended by council resolution, shall serve as the bylaws for the commission.

(Code 1965, § 2-9.)