

**CITY COUNCIL AND PLANNING COMMISSION
SPECIAL NORMING SESSION
DECEMBER 17, 2009**

The special norming session of December 17, 2009, of the Wildomar City Council was called to order by Mayor Farnam at 6:02 p.m.

The special norming session of December 17, 2009, of the Wildomar Planning Commission was called to order by Chairman Devine at 6:02 p.m.

City Council Roll Call showed the following Members in attendance: Mayor Farnam, Mayor Pro Tem Moore, Council Members Ade (arrived at 6:03 p.m.), Cashman and Swanson. Absent: None.

Planning Commission Roll Call showed the following Members in attendance: Chairman Devine, Vice Chairman Dykstra, Commissioners Andre, Kazmier, and Nowak.

Mayor Farnam led the Flag salute.

PUBLIC COMMENTS

Gina Castanon, resident, stated she feels this meeting is redundant. These procedures should have been put in place at the beginning of Cityhood and not over one year later. She added that the appeal process is not on the agenda when an applicant does not like the decision of the Planning Commission and then the Council overturns it. Also, it is ridiculous to micro-manage the behavior of the Commission outside in the community. What you apply to the Commission, must be applied to the City Council as well.

NORMS AND PROCEDURES

John Danielson, facilitator, gave an overview of the norming process.

1. How does City Council define the role of the Planning Commissioners?
2. How would the City Council define a "successful" Planning Commissioner?

The Planning Commission serves at the pleasure of the City Council. It is the desire and belief that this would not be used in a political way. Should the removal of a Planning Commissioner be necessary, it would be based on specific facts that show the appointment has not been a good fit for the betterment of the Community.

The City Council and Planning Commission jointly agree that design guidelines and design standards are to be a higher priority than they currently are. Therefore, it is time to start the process to develop design guidelines. Staff is to bring this forward and is to work in conjunction with the Planning Commission and the public to develop these guidelines.

3. Expectations, procedures, appropriate/inappropriate behavior in the role as Planning Commissioner and how the Commissioner reflects on the community when outside the meeting.

Each individual City Council Member is to manage their appointee. When a Council Member has been presented with a possible inappropriate behavior issue by their appointee, even if it comes from another Council Member, the Council Member is to address the issue with their appointee, based on facts and not hearsay.

Each individual City Council Member takes responsibility of their appointees. These appointees fundamentally represent the Council Member that appoints them and represents the City as a whole. The City Council makes a commitment to the public, and to each other, that they will police themselves when it comes to their appointments based on accurate and timely information and whether they are following established norms. If they need to, they will remove their appointee(s).

6. What does "Respecting the majority decision" mean?

Should a Planning Commissioner have an issue or concern, they will go through the chain of command:

- 1) The Planning Commissioner's appointing Council Member
- 2) The City Manager
- 3) The Planning Director
- 4) The City Attorney

The Planning Commissioners will not deviate from going through the chain of command for their issues and concerns. However, after going through the Chain of Command, and the issue or concern is still unresolved, the Planning Commissioner can speak at a City Council meeting during public comments, without fear of retribution.

5. Joint sessions held – quarterly, semi-annually, annually, or as needed.

It was the consensus of the City Council and the Planning Commission to hold the joint sessions on a quarterly basis and will be limited to two hours.

ITEMS ON THE AGENDA THAT WERE NOT DISCUSSED/NO CONSENSUS

4. Are there any items that would be heard by the Planning Commission that are deemed so critical that the City Council would prefer to handle them?
5. Why did the City Council retain the "Receive and File" procedure?
7. Adhering to accepted Norming rules of behavior.

PLANNING DEPARTMENT DISCUSSION TOPICS

1. Defining a business friendly planning process.
2. What will the City of Wildomar look like in the future?
3. What are the qualities of the community that are most important to preserve?
4. Interim development projects: acceptable vs. discouraged.

ADJOURNMENT

There being no further business, Chairman Devine adjourned the Planning Commission meeting at 8:03 p.m.

There being no further business, Mayor Farnam adjourned the City Council meeting at 8:03 p.m.

Respectfully submitted,



Debbie A. Lee, CMC
City Clerk