



**OFFICE OF COMMUNITY DEVELOPMENT**

CITY HALL

10300 TORRE AVENUE • CUPERTINO, CA 95014-3255

(408) 777-3308 • FAX (408) 777-3333 • [planning@cupertino.org](mailto:planning@cupertino.org)

**PLANNING COMMISSION STAFF REPORT**

Meeting Date: February 10, 2026

Subject

2026 Planning Commission meeting schedule

Recommended Action

Review the meeting schedule for 2026 (see Attachment 1) and consider changes.

Discussion

The Municipal Code sets regular Planning Commission meetings on the second and fourth Tuesdays of each month at 6:45 p.m. Meetings can be adjourned to a date certain. Meetings can be cancelled for lack of business pursuant to the Brown Act (Section 54955 - 54955.1 and 54956). Should the Commission decide to cancel any meetings now, a Special Meeting may be held, as needed (CMC Section 2.32.050(A)<sup>1</sup>).

The regular meeting schedule for the 2026 calendar year (see Attachment 1) has been attached, with potential dates of conflict identified. Things to note in the calendar are:

1. The City Council's Procedures Manual establishes the month of August to be an annual recess period and therefore, no meetings are held in August. In order to align with the Council meeting schedule, in 2023, 2024 and 2025, the Planning Commission decided to take a recess as well.
2. The Municipal Code Section 2.32.050(A) requires that Planning Commission meetings that fall on legal holidays be moved to the following day.<sup>2</sup> Since regular meetings occur on Tuesday, this would cause the meeting to be scheduled for a Wednesday.
3. In addition, the following meeting dates occur following a scheduled holiday, in the event the Commission wishes to consider flexibility in personal time off

---

<sup>1</sup> [CMC Section 2.32.050\(A\)](#): The City Planning Commission shall hold regular meetings on the second and fourth Tuesdays of each month at six forty-five p.m. and may adjourn any regular meeting to a date certain, which shall be specified in the order of adjournment and when so adjourned, such adjourned meeting shall be a regular meeting for all purposes. Such adjourned meetings may likewise be adjourned and any so adjourned meeting shall be a regular meeting for all purposes.

City Planning Commission meetings that fall on legal holidays shall automatically be moved to the following day.

<sup>2</sup> Ibid.

scheduling since there may be issues with obtaining a quorum for these meetings:

- May 26<sup>th</sup> (day after Memorial Day)
- September 8<sup>th</sup> (day after Labor Day)
- November 24<sup>th</sup> (2 days before Thanksgiving) – *cancelled by Planning Commission (5-0) in 2024 and 2025*
- December 23<sup>rd</sup> (2 days before Christmas Eve) – *cancelled by Planning Commission (5-0) in 2024 and 2025*

Staff recommends that the Commission decide whether to cancel any meetings and adopt the 2026 meeting schedule.

---

Prepared by: Piu Ghosh, Planning Manager

Reviewed: Michael Woo, Senior Assistant City Attorney

Approved for Submission by: Luke Connolly, Assistant Director of Community Development

Attachments:

1 – Planning Commission 2026 meeting schedule