

**Ordinance No. 51-06**

**AN ORDINANCE OF THE VILLAGE OF PLEAK ESTABLISHING A PLANNING COMMISSION BY APPOINTMENT FROM THE VILLAGE COUNCIL, ESTABLISHING TERMS OF OFFICE, ESTABLISHING DUTIES AND POWERS; DEFINING A QUAROM.**

**WHEREAS**, it is the intention of the Village Council to establish a Planning Commission to identify community needs and to make recommendations to the Village Council regarding short-term and long-term community needs;

**WHEREAS** it is the Village Council's intention that the Planning Commission will review development plans and plats with the assistance of the Village Engineer and make recommendations to the Village Council regarding development plans and plats to assure the orderly, safe, and healthful development of the Village and its extraterritorial jurisdiction and to promote the health, safety, morals and welfare of the community;

**NOW, THEREFORE BE IT ORDAINED BY THE VILLAGE COUNCIL FOR THE VILLAGE OF PLEAK** the following ordinance is hereby adopted:

**Section 1. Membership.**

The Planning Commission shall be composed of six (6) members who are resident citizens. The commission shall be appointed by the mayor and approval by a majority vote of the Village Council.

**Section 2. Terms of office.**

The members of the Commission shall serve for two (2) year overlapping terms beginning June 1. Commission members may be appointed to succeed themselves. Vacancies shall be filled for unexpired terms. New members shall be installed at the regular Commission meeting after their appointment.

**Section 3. Organization, meetings and compensation.**

- a. The Commission shall meet regularly and shall designate the time and place of its meetings.
- b. The Commission shall elect a chairman and vice-chairman from its membership. The Commission shall elect a Secretary. The Secretary can be either a person who is not an appointed Commission member and has no authority to participate in the Planning Commission or an elected Secretary from amongst the members of the Commission.

- c. The Commission shall adopt its own rules of procedure and keep records of its proceedings by a recording device and keep records of documents submitted to the Commission for the Commission's review and consideration.
- d. The Commission shall serve without compensation, except for reimbursement of authorized expenses for the performance of their duties.

**Section 4. Duties and Powers.**

- a. The Commission shall have the authority to recommend to the Village Council adoption of a comprehensive Village plan, in whole or in parts, for the future orderly growth and development of the Village.
- b. The Commission shall have the authority to recommend approval or disapproval to the Village Council on plans, plats, replats, vacated plats, subdivisions, land plans, pursuant to the Village subdivision ordinance and state laws. All plans, plats or replats made pursuant to state law shall be approved by the Village Council in addition to being approved by the Commission.
- c. The Commission shall have the authority to recommend the location, extension and planning of public right-of-ways, parks, public buildings or other public places.
- d. The Commission shall have the authority to recommend to the Village Council plans for improving, developing, expanding and beautifying the parks, lakes and public buildings in or adjacent to the Village and to cooperate with the Village Council and other agencies of the Village in devising, establishing, locating, improving, selecting, expanding, and maintaining the public parks, playgrounds and lakes for public recreation.
- e. The Commission shall have the authority to investigate, consider and make recommendations to the Village Council concerning traffic regulations, routing and controlling, and highway designations.

**Section 5. Quorum.**

A quorum to conduct business at a meeting shall consist of at least three (3) members of the Commission being present.

**Section 6. Commission actions, voting.**

- a. A motion may be made by any member of the Commission.
- b. A motion to approve any matter before the Commission or to recommend approval of any request requiring Village Council action shall require a majority

of favorable votes of the members present. If the Commission fails to secure a majority of concurring votes to approve or recommend approval of a matter requiring Village Council action, such vote shall be noted by the Commission Secretary, and the matter placed on the Village Council agenda with a notation of how the Commission voted on the matter.

- c. A member of the Commission shall disqualify himself from voting whenever he finds that he has a personal or monetary interest in the matter before the Commission.

**Section 7. Severability clause.**

If any provision of this ordinance or application thereof to any person or circumstance, shall be held invalid, such invalidity shall not affect the other provisions, or application thereof, of this ordinance which can be given effect with the invalid provision or application, and to this end the provisions of this ordinance are hereby declared to be severable.

**Section 8. Conflict.**

Any ordinances of the Village of Pleak, which are in any manner in conflict with or inconsistent with this ordinance, shall be and are hereby repealed to the extent of such conflict or inconsistency.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

APPROVED:

\_\_\_\_\_  
Mayor Margie Krenek

ATTEST:

\_\_\_\_\_  
City Secretary, Ruth Elster

