

City of Afton

PLANNING COMMISSION MEMBER TERMS

WARD	Term 3/2015 – 2/2018	Term 3/2013 – 2/2016	Term 3/2014 – 2/2017
1		Kitty Kilmer	Kris Kopitzke
2	Lucia Wroblewski		Sally Doherty
3		Mark Nelson	Scott Patten
4	Barbara Ronningen Judy Seeberger	James Langan	

Sec. 2-132. Members generally.

The members of the planning commission shall be appointed by a majority of the city council. The council shall appoint nine (9) members to the planning commission.

- (a) *Composition.* Each ward shall be continually represented by at least one member residing in such ward, with no more than 3 members from any one ward.
- (b) *Qualifications.* Every member shall be a registered voter in the city, and before entering upon disposition of their duties, each member shall take an oath that they will faithfully perform the duties of office.
- (c) *Compensation.* All members shall serve without compensation.
- (d) *Ex-officio member.* The city council shall appoint one of its members to serve as an ex-officio member of the planning commission. Such council member shall not have a vote in any proceedings, nor hold any office in the commission.

Sec. 2-133. Terms of office.

The members of the planning commission shall be appointed for overlapping terms of three years, effective February 15 of each year.

Sec. 2-134. Terminations.

Any planning commission member's term shall terminate upon his resignation, or upon his ceasing to reside within the city, or it by reason of his change of residence a ward ceases to be represented, or by four/fifths (4/5) vote of the city council for cause. Cause shall include, but not be limited to, having more than three absences or more than one unexcused absence in any one calendar year. The council may consider exceptional circumstances when applying this rule.

Sec. 2-135. Vacancies.

The city council shall fill any vacancy occurring in the membership of the planning commission by appointment for the unexpired term of such vacancy.

Sec. 2-136. Officers.

The members of the planning commission shall elect a chairperson, a vice-chairperson and a secretary from among its appointed members at the annual meeting each year, for a term of one year. The chairperson shall preside at all meetings of the commission, is present, and shall perform all other duties and functions assigned by the commission or the city council. The vice chairperson shall perform these duties in the absence of the chairperson. If a vacancy occurs in the chairperson's office, the vice-chairperson shall assume the chairperson's duties for the remainder of the year, and a new vice chairperson shall be elected by the commission at a special

election to be held at the next regularly scheduled commission meeting, after at least three days written notice to each commission member. The secretary shall take the minutes of the commission meetings.

Sec. 2-137. Duties and powers.

The planning commission shall be the planning agency of the city and shall have the powers and duties given such agencies generally by M.S.A. §§ 462.351—462.364, together with the following:

- (a) The commission shall exercise the duties and powers conferred upon it by any ordinance of the city now existing or hereafter enacted.
- (b) It shall be the duty of the commission to study and make its recommendation to the city council concerning the following:
 - (1) A comprehensive plan for the land use of the city;
 - (2) All applications for special use permits, rezoning, variances, other zoning permits and other related matters;
 - (3) Proposed plat; minor subdivisions, parks and open spaces plans;
 - (4) Laying out of streets and public ways and other related matters;
- (c) The commission shall undertake studies and recommend actions on such planning matters as the city council may from time to time refer to the commission.
- (d) The commission shall have the power to hold a public hearing upon any application for a special use permit, rezoning or amendment to the zoning ordinance, upon ten days public notice.
- (e) The commission shall have the power to form and appoint committees to carry out its duties and powers, including, but not limited to committees for zoning, parks, open spaces, natural resources and capital improvements.