

ARTICLE IV. BOARDS, COMMISSIONS AND COMMITTEES*

DIVISION 1. GENERALLY

Secs. 2-126--2-140. Reserved.

DIVISION 2. PLANNING COMMISSION*

Sec. 2-141. Established.

A planning commission for the city is hereby established pursuant to M.S.A. §§ 462.351--462.364.
(Code 1982, § 204.101)

Sec. 2-142. Members generally.

The members of the planning commission shall be appointed by a majority of the City Council. Beginning in 1994, the council shall appoint enough members so that the planning commission has a total of nine members.

- (1) *Composition.* Each ward shall be continually represented by at least one member residing in such ward.
- (2) *Qualifications.* Every member shall be a registered voter in the city, and before entering upon the disposition of his duties shall take an oath that he will faithfully perform the duties of his office.
- (3) *Compensations.* All members shall serve without compensation.
- (4) *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.

(Code 1982, § 204.102)

Sec. 2-143. Terms of office.

The members of the planning commission shall be appointed for overlapping terms of three years, effective February 15 of each year.
(Code 1982, § 204.103)

***Cross references** – Board of adjustment, § 12-1194; board of adjustment and appeals, § 12-2082.

†**Cross reference** – Land use, ch. 12.

ADMINISTRATION

§ 2-147

Sec. 2-144. Terminations.

Any planning commission member's term shall terminate upon his resignation, or upon his ceasing to reside within the city, or if by reason of his change of residence a ward ceases to be represented, or by unanimous vote of the City Council.

(Code 1982, § 204.104)

Sec. 2-145. Vacancies.

The City Council shall fill any vacancy occurring in the membership of the planning commission by appointment for the un-expired term of such vacancy.

(Code 1982, § 204.105)

Sec. 2-146. Officers.

The members of the planning commission shall elect one member as chairperson and one member as secretary of the commission, who shall be elected every year.

(Code 1982, § 204.106)

Sec. 2-147. 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:

- (1) The commission shall exercise the duties and powers conferred upon it by any ordinance of the city now existing or hereinafter enacted.
- (2) It shall be the duty of the commission to study and make its recommendation to the City Council concerning the following:
 - a. A comprehensive plan for the land use of the city;
 - b. All applications for special use permits, and other related matters;
 - c. Proposed plats;
 - d. Laying out of streets and public ways and other related matters.
- (3) 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.
- (4) The commission shall have the power to hold a public hearing upon any application for a special use permit, upon ten days' public notice displayed in at least three prominent places within the city and published in a newspaper having general circulation within the city.
- (5) 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, and capital improvements. No member of the planning commission shall be appointed to serve on any more than one of such committees and no person not a member of the planning commission shall be appointed to serve on any more than two such

AFTON CODE

§ 2-147

committees. Any task force or standing committee appointed directly by the City Council shall also be considered a committee for purposes of this membership limitation.

(Code 1982, § 204.107)

Sec. 2-148. Zoning ordinances; public hearings.

No zoning ordinance, or amendment thereto, shall be adopted by the City Council until a public hearing has been held thereon by the planning commission upon notice as provided in M.S.A. § 462.357, subs. 3 and 4. The record of the public hearing by the planning commission shall include the name of every person speaking for or against the proposal and a summary of the testimony of each witness.

(Code 1982, § 204.108)

Cross reference – Zoning, § 12-51 et seq.

Sec. 2-149. Proceedings.

The planning commission shall hold at least one regular meeting each month. It shall adopt rules for the transaction of business and shall keep a record of its resolutions, transactions, and findings, which record shall be a public record. On or before March 1 of each year, the commission shall submit to the City Council a report of its work during the preceding year. Expenditures of the commission shall be within amounts appropriated for the purpose by the City Council.

(Code 1982, § 204.109)