

ORDINANCE

AN ORDINANCE ESTABLISHING A BOARD TO PLAN FOR THE PHYSICAL DEVELOPMENT OF THE CITY OF GREEN ISLE AND TO ADVISE THE COUNCIL ON ADMINISTRATION OF ZONING AND BUILDING ORDINANCES

The City Council of the City of Green Isle hereby ordains:

Section 1. Establishment of Board . A city planning board for the City of Green Isle is hereby established. The Board shall be the city planning agency and shall advise the Council on the administration of zoning and building ordinances.

Section 2. Composition . The Board shall consist of seven members appointed by the Mayor, upon the advice of the City Council. The members shall be appointed for terms of one year. A vacancy shall be filled by the Mayor for the unexpired portion of the term. Each member shall take an oath that he will faithfully discharge the duties of his office. Members shall serve without compensation.

Section 3. Organization . The Board shall elect a chairman, vice-chairman, and secretary from its members for a term of one year. Operating expenses of the Board shall be approved and appropriated by the City Council. The chairman shall preside at all meetings. In the chairman's absence, the vice-chairman shall preside. Four members shall constitute a quorum for the conduct of business.

Section 4. Meetings . The Board will have at least one regular monthly meeting, to be held in the evening or weekend hours at a time convenient for attendance of the public. Any interested party who has a building application or other business to be reviewed by the Board shall be informed at least five days in advance in writing of the date, time, and place of the Board meeting at which the application will be reviewed.

Section 5. Reports . The Board shall make a progress report to the City Council in June and December of each year. The purpose of the report will be to advise the Council on volume and type of business conducted by the Board to include building permit applications made, number approved, number disapproved, zoning changes suggested, and similar matters. The semi-annual report shall also contain any suggested changes the Board feels the Council should make in the zoning ordinance, and any planning and development suggestions which the Board feels should be called to the Council's attention.

Section 6. Attendance . Any Board member who misses three consecutive regular or special meetings of the Board, or misses at least four of the regular monthly meetings in any calendar year, may be considered an inactive member, and the Mayor in his discretion may appoint a new Board member to fill out the remaining term of the inactive board member.

Section 7. Conflicts of Interest . The Board members may be called

upon to vote on a matter affecting a neighbor, business competitor or other situations which create a conflict of interest or the appearance of a conflict of interest. In such cases, the Board members shall use their own discretion in disqualifying themselves from taking part in the discussion or vote on the matter. If a Board member has a clear conflict of interest and does not remove himself from the consideration of the matter, the chairman shall have the power to remove said member from taking part in the discussion or vote on said matter.

Section 8. Powers and Duties . The planning and zoning board shall have the powers and duties conferred upon it by this ordinance. They shall include:

A. The Board shall review all building permit applications and shall recommend approval, approval with conditions, or disapproval, to the City Council. The Board's recommendation shall be based on conformity with the zoning ordinance, the appropriateness of the proposed use in the location and neighborhood, and the general health, welfare and convenience of the city.

B. The Board shall act as the forum for any community suggestions or complaints regarding the present zoning ordinance. The Board shall pass on to the City Council all such suggestions or complaints along with the Board's recommendations as to whether any change should be made to the zoning ordinance in response.

C. The Board shall periodically review the future needs of the City regarding its plans for expansion and development and the interaction of the City with the township and county zoning authorities. The Board shall make recommendations to the City as it deems appropriate for ways the City may stimulate growth, and control development within and outside the City limits.

D. Any plat submitted to the City for approval shall be referred to the zoning Board for review and recommendation. Final approval of plats shall be made by the City Council.

E. The Board shall return to the City Council its recommendation regarding proposed plats or zoning changes within 30 days after the plat or zoning change application has been referred to the Board. Building permit applications shall be acted upon as soon as possible but in any case no later than 30 days after application has been made to the Board. The chairman may call special meetings of the Board to review building permit applications in the chairman's discretion.

Section 9. All ordinances or portions of ordinances inconsistent with this ordinance are repealed.

Section 10. This ordinance shall take effect upon publication.

For City of Green Isle:

John Foley
Its Mayor

Carol Schwich
Its Clerk

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