

ORDINANCE 87-A12

Article 3-4 Planning and Zoning Commission

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Section 3-4-1 Established

The Planning and Zoning Commission of the town is hereby established.

Section 3-4-2 Membership

A. The Planning and Zoning Commission shall be comprised of a total of seven (7) members, who shall be residents of the town. The members of the commission shall be appointed by the mayor subject to the approval of the council. Appointments to the commission shall be for a period of four (4) years. The terms of the members shall be staggered so that the terms of no more than four (4) members shall expire in any one year. In the event of death or resignation of a member, the vacancy may be filled for the unexpired term. The term of all members shall extend until their successors are appointed, provided, however, three successive unexcused or unexplained absences from any regular or special meeting may be grounds for termination at the will and pleasure of the appointing authority without the necessity of a hearing or notice, and such action shall be final.

B. All members shall serve without pay. Members of the commission may be reimbursed for actual expenses incurred in connection with their duties upon authorization or ratification by the commission and prior approval of such expenditures by the council.

C: Commissions established by the council shall incur no debts nor make any purchases nor enter into any contracts binding the town. All matters coming before said commission involving the expenditure of money or the making of agreements or contracts shall be referred to the council.

3-4-3 Duties

Each commission shall elect a chairperson and vice-chairperson, from among its members, who shall serve one year terms concurrent with terms on the commission or until their successors are duly elected and appointed, and who shall be eligible for re-election. The vice-chairperson shall perform the duties of the chairperson in the latter's absence or disability. Officer vacancies shall be filled for the unexpired term by a new election.

#### 3-4-4 Meetings

The commission shall provide in its rules for its meetings; provided, that special meetings may be called by the chairman or in his absence the vice-chairman. In addition, any four members of the commission may make written request to the chairman for a special meeting, and in the event such meeting is not called, such members may call such special meeting in such manner and form as may be provided in the commission rules.

#### 3-4-5 Proceedings

A. A quorum shall constitute four members, in the event a quorum of four members are the total members present, then a unanimous vote must be cast to approve or deny. In this connection, the minutes of the meetings shall reflect "ayes" and "noes" cast on a particular measure and shall reflect the vote of each member present.

B. A member who has a conflict of interest as defined in the state statutes in any matter before the commission shall make such conflict of interest known in the official records of the commission and shall refrain from participating in any manner in any proceedings regarding such matter.

C. The commission shall adopt rules and procedures for the transaction of business, said rules and procedures to be subject to approval of the council, and shall keep a record of its transactions, findings, recommendations and determinations, which shall be a public record.

D. Removal. Any member may, after public hearing, be removed by majority vote of the mayor and town council for inefficiency, neglect of duty or malfeasance in office.

E. All hearings and recommendations shall be in accordance with all local, state and federal laws.

#### 3-4-6 Uniform Fee Schedule

The commission shall be authorized to establish a uniform schedule of fees for services with all receipts to be paid into the general fund of the town. Such fee schedules shall become effective upon approval by the council.

#### EMERGENCY CLAUSE:

It being necessary for the immediate preservation of the public peace, health and safety of the Town of Camp Verde, and the inhabitants thereof, and that the immediate passage of this ordinance is necessary to accomplish these purposes, an emergency is hereby declared to exist and this ordinance shall be in full force immediately upon its passage and approval.

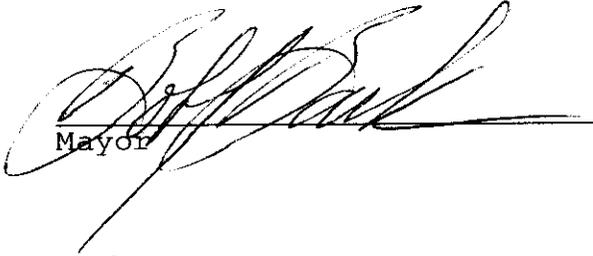
PASSED AND ADOPTED by the Common Council of the Town of Camp Verde this 13th day of April, 1987.

s/s Bob Barker, Mayor

Attest:

s/s Susan Marshall

Acting Town Clerk



Handwritten signature of Bob Barker in cursive script, written over a horizontal line.

Mayor



Handwritten signature of Susan Marshall in cursive script, written over a horizontal line.

Acting Town Clerk