

Chapter 2.12

PLANNING COMMISSION

SECTION

- 2.12.010 Established
- 2.12.020 Appointment, Term and Vacancy
- 2.12.030 Organization
- 2.12.040 Duties and Power

2.12.010: ESTABLISHED:

There is established a planning commission of Farr West City. The commission shall be composed of six (6) members, with two (2) alternate members. Members of the planning commission shall serve without compensation except that the city council may from time to time fix per diem compensation for the members based on necessary and reasonable expenses incurred in performing their duties as members of the commission and on meetings actually attended. Members of the city council may not be appointed as members of the planning commission. (Ord. 00-09, 1: Ord. 84-6, 1)

2.12.020 APPOINTMENT, TERM AND VACANCY:

A. All members shall be appointed to the commission through an interview process, with members of the city council, two (2) members of the planning commission and the mayor. Members must be a resident of Farr West City and at least eighteen (18) years of age or older. All interested applicants, including alternate members must submit an application prior to the interview. Points will be assigned to each applicant based on their response to questions. All applicants shall have the same questions asked.

B. The term of each member and alternate shall be (3) years. Terms of the members shall begin on or before the first Monday of February of each year. A minimum of two (2) members shall be reappointed or replaced each year, upon the recommendation of the planning commission for approval of the city council.

C. Members may be removed from the commission upon the recommendation of the Mayor, the city council or planning commission, with the advice and consent of the city council. Vacancies shall be promptly filled in the same manner as the original appointment. Members who are appointed to fill an unscheduled vacancy on the commission shall complete the remainder of the unexpired term of the original member and such time shall not be counted establishing the term limit as described above for that member.

D. Up to two (2) individuals may serve as alternate members of the planning commission with the same limited term of three (3) years. Terms shall be figured the same as regular members in paragraph B above. The procedure for appointment and qualifications of alternate members is the same as that of regular members. Alternate members participate in all matters pertaining to the planning commission except that they may vote only when substituting for a regular member who is absent from the commission meeting. (Ord. 11-2; Ord. 00-09; Ord. 84-6, 2)

2.12.030: ORGANIZATION

A. On or before the first Thursday of July of each year the planning commission shall elect one member of the commission to be the chairperson, they will also elect a member to be vice-chair. The names of the chairperson and vice-chairperson elected shall be presented to the mayor and city council for their approval. If approved by both the city council and the mayor, the city council shall appoint these individuals as chairperson and vice-chairperson of the planning commission. The appointment shall be for a period of one year. The chairperson and vice-chairperson shall be reappointed or replaced each year.

B. The planning commission shall meet on the second Thursday of each month for official business and on the fourth Thursday of each month for a working meeting. And at such other times as the planning commission may determine necessary. The meetings shall begin at seven o'clock (7:00) p.m. at Farr West City Hall, 1896 N. 1800 W., Farr West, Utah. The planning commission may adopt policies and procedures for the conduct of its meetings, the processing of applicants and for any other purposes considered necessary for the functioning of the commission. All policies and procedures shall be approved by the city council before taking effect.

C. Four (4) members of the commission constitute a quorum and a quorum must be present at commission meetings in order to conduct any commission business. Official acts of the planning commission require a majority vote of the members present at the meeting.

D. Reports of official acts and recommendations of the planning commission shall be made by the chairperson in writing to the city and shall indicate how the commission voted with respect to such act or recommendation. Any commission member may also make a concurring or dissenting report or recommendation to the city in writing. (Ord. 11-02; Ord. 07-03, 1; Ord. 00-09,3; Ord. 84-6, 3)

E. A chairperson is a member of the planning commission and if required will vote to break a tie.

2.12.040: DUTIES AND POWERS: The planning commission shall have the powers and duties:

A. To prepare and recommend a general plan and amendments to the general plan to the city council;

B. To recommend zoning ordinances and maps and amendments to zoning ordinances and maps to the city council;

- C. To administer provisions of the zoning ordinance, where specifically provided for in the zoning ordinances of the city;
- D. To recommend subdivision regulations and amendments to those regulations to the city council;
- E. To recommend approval or denial of subdivision applications as provided under state law and the ordinances of the city;
- F. To advise the city council on matters as the city council directs;
- G. To hear or decide any matters that the city council designates, including the approval or denial of, or recommendations to approve or deny, conditional use permits;
- H. To exercise any other powers granted to the commission under state law or delegated by the city council. (Ord. 00-09, 4; Ord. 84-6, 4)