

Chapter 2.36

PLANNING COMMISSION

Sections:

- 2.36.010 Created.
- 2.36.020 Members--Terms of office.
- 2.36.030 Members--Selection and removal.
- 2.36.040 Powers and duties.
- 2.36.050 Duties to council.
- 2.36.060 Material reviewed prior to submission to council.
- 2.36.070 Secretary.
- 2.36.080 Chairman.
- 2.36.090 Quorum.
- 2.36.100 Annual report to council and budget request.
- 2.36.110 City's Comprehensive Plan.

2.36.010 **Created.** Pursuant to the authority conferred by Chapter 35A.63 of the Session Laws of 1967, as amended. of the state, there is created a city planning commission, consisting of five members appointed by the mayor and confirmed by the city council. (Ord. 390 SI (part), 1981.)

2.36.020 **Members--Terms of office.** The term of office of a member of the Planning Commission shall be for five years, except those appointed incident to the enactment of this ordinance for the purpose of creating staggered terms, which shall consist as follows:

- A. Position 1: One year commencing January 1, 1995.
- B. Position 2: Two years commencing January 1, 1995.
- C. Position 3: Three years commencing January 1, 1995.
- D. Position 4: Four years commencing January 1, 1995.
- E. Position 5: Five years commencing January 1, 1995.

Each reappointment at the conclusion of its initial term shall be for a period of five (5) years. Vacancies occurring other than through the expiration of terms shall be filled for the unexpired terms in the same manner as the original appointments were made. (Ord. 611, January 1995.)

2.36.030 **Members--Selection and removal.** Members may be removed, after public hearing, by the mayor, with the approval of the city council, for inefficiency, neglect of duty or malfeasance in office. The members shall be selected without respect to political affiliations and shall serve without compensation. Each member shall have been a registered voter for at least six continuous months preceding the appointment, in the city, and shall have been a resident

of the city for at least six months immediately preceding the appointment. (Ord. 390 SI (part), 1981.)

2.36.040 **Powers and duties.** The planning commission shall have all of the powers and perform each and all of the duties specified by this chapter, together with any other duties or authority which may hereafter be conferred upon them by the laws of the state; provided, the performance of such duties and the exercise of such authority is to be subject to all limitations expressed in such legislative enactment or enactments. (Ord. 390 SI (part), 1981.)

2.36.050 **Duties to council.** The city council may refer to the planning commission for its recommendation and report, any ordinance, resolution or other proposal relating to planning, zoning, and any of the matters and subjects referred to in Chapter 35A.63 Revised Code of Washington, as amended, and the commission shall report to the council thereon, making such recommendations and giving such counsel as it may deem proper within thirty days each of such referral. The secretary of the planning commission shall provide to the city council a copy of the minutes or summary thereof no later than the first regularly scheduled council meeting following the planning commission meeting for which the minutes pertain. (Ord. 390 SI (part), 1981.)

2.36.060 **Material reviewed prior to submission to council.** All zoning plats or plans of subdivisions of land within the city or proposed additions, as well as dedications of streets and alleys, offered to the city council for acceptance shall first be submitted to the planning commission for its recommendation and report, which report shall be made to the council within thirty days after submission, or at such earlier date as the council may direct. (Ord. 390 SI (part), 1981.)

2.36.070 **Secretary.** The planning commission shall yearly elect one of its members to act as secretary without salary for a period of one year from the date of election, or, if requested by the agency, the mayor may designate a member of the paid staff of the city to serve as such secretary. (Ord. 390 SI (part), 1981.)

2.36.080 **Chairman.** Each year the planning commission shall elect one of its members to act as chairman without compensation for a period not to exceed one calendar year. The chairman will take office at the first meeting in March. (Ord. 390 SI (part), 1981.)

2.36.090 **Quorum.** A majority of the membership of the planning commission shall constitute a quorum for the transaction of business. Any action taken by a majority of those present when those present constitute a quorum, at any regular or special meeting of the planning commission, shall be deemed and taken as the action of the commission. (Ord. 390 SI (part), 1981.)

2.36.100 **Annual report to council and budget request.** The planning commission, at or before its first regular meeting in September of each year, shall make a full report in writing to the city council of its transactions and expenditures, if any, for the preceding calendar year, and submit a budget request for the ensuing year, with such general recommendations as to matters covered by its prescribed duties and authority as may to it seem proper. (Ord. 390 SI (part), 1981.)

2.36.110 **City's Comprehensive Plan.** It shall be the duty of the planning commission to create and update the city's comprehensive plan and make recommendations, if any, to the city council by September 1st each calendar year. (Ord. 390 S1 (part), 1981.)