

ORD. #35

RESOLUTION FOR ENACTING PLANNING COMMISSION

O R D E R

Pursuant to the authority granted to the Dune City Council of Lane County, Oregon, and by Ordinance No. 35, the Board hereby orders as follows:

A Planning Commission, hereinafter referred to as the Commission, is hereby established for Dunes City.

I. DUTIES AND FUNCTIONS:

- A. Recommend to the Dunes City Council for adoption a comprehensive plan for dunes City, or any part or element thereof. The official comprehensive plan shall be effective only after its formal adoption by the Council.
- B. Recommend to the Council ordinances intended to carry out the purposes, principles and proposals expressed in the comprehensive plan.
- C. Advise and cooperate with other planning agencies within the state, and upon request, or on its own initiative, furnish advice or reports to any city, county, officer or department on any problem comprehended in city planning.
- D. Promote public interest in and understanding of the comprehensive plan and of planning and zoning in general.
- E. Make recommendations and an annual report to the Council concerning the operation of the Commission

and of the status of planning and zoning within its jurisdiction.

- F. Make recommendations to the Council with regard to the orderly development of the territory within Dunes City.
- G. Perform such duties as may be prescribed by Dunes City ordinance or order of the Council.

II MEMBERS:

- A. The Dunes City Planning Commission shall consist of five voting members; each of whom shall be a resident of Dunes City and appointed by the Council.
- B. Advisory, non-voting members may be designated by the Council to provide technical advice to the voting members.
- C. The term of office on the Commission shall not be eligible for more than two consecutive full terms.
- D. The voting members first appointed shall serve for the following terms: One member for a term of one year; one member for a term of two years; one member for a term of three years; one member for a term of four years; one member for a term of five years.
- E. Any vacancy occurring on the Commission shall be filled by the Council.

- F. A member may be removed by the Council during his term for cause after a public hearing.
- G. Members shall serve without compensation other than reimbursement for duly authorized expenses.
- H. No two or more voting members of the commission shall have the same occupation, provided, however, that businessmen engaged in different kinds of business shall not be prevented by this section from serving, and further provided that being a housewife or retired shall not be considered an occupation within the meaning of this provision.

III GENERAL PROCEDURES:

- A. The Commission shall adopt rules and procedures for the transaction of business and shall keep a record of its resolutions, transactions, findings, recommendations and determinations, which record shall be a public record.
- B. The Planning Director shall be the Secretary of the Commission and shall provide staff services and recommendations and determinations, which record shall be a public record.
- C. The Commission shall select from its voting membership a chairman and vice-chairman to serve for one year. No member shall be eligible for more than two consecutive terms as chairman or vice-chairman.

- D. Any discussion, except as a public hearing of the Commission, between any voting member and an applicant or his representative, or any other person with a direct interest, concerning a specific case while such matter is scheduled or likely to come before the Commission shall be made known, and the substance thereof related by such member, at the beginning of the public hearing before the Commission on such case, all of which shall be entered into the record.
- E. No member of the Commission shall participate in the discussion, hearing or decision of the Commission upon any matter in which he is directly or indirectly interested in a personal or financial sense. In the event of such conflict or interest, a member shall announce his disqualification at the earliest opportunity and such fact shall be entered on the records of the Commission.
- F. The Commission shall complete its action on all applications and requests coming before its under the zoning and subdivision ordinances, building code and master road plan, within sixty (60) days of the filing thereof, unless a shorter time is provided by other order or ordinance.

An application or request not acted upon within sixty (60) days may be presented directly to the Council, provided it involves a matter which otherwise requires final action by the Council.

DATED this 7 day of February, 1972.

BOARD OF DUNES CITY COUNCIL

By /s/ Wm. F. Riesenhuber
Mayor

By /s/ Doris Cockerem
City Recorder

By _____