

GRAND TRAVERSE COUNTY

ORDINANCE NO. 30

GRAND TRAVERSE COUNTY PLANNING COMMISSION ORDINANCE

AN ORDINANCE to create a Planning Commission for Grand Traverse County as authorized by the Michigan Act No. 33 of the Public Acts of 2008 being section 125.3801, and of the Michigan Compiled Laws, et.seq., to carry out the purposes of the Act.

1. Short title

This ordinance shall be officially known and described as the “Grand Traverse County Planning Commission Ordinance.”

2. Creation

A commission is created to be known as the Grand Traverse County planning commission, a successor to the commission formerly created by the county board pursuant to the county planning act, Act 282 of the Public Acts of 1945, to carry out the purposes of the Michigan planning enabling act.

3. Members

- A. The planning commission shall consist of nine (9) members, inclusive of any ex officio member(s) appointed as provided in sub-section D, appointed by the county board. The county board shall determine the full membership of the planning commission.
- B. Members of the planning commission shall be qualified electors of Grand Traverse County.
- C. Members shall be appointed for 3-year terms, except ex officio members who shall be appointed for the terms provided in sub-section D. As nearly as possible, the terms of 1/3 of all members will expire each year.
- D. The planning commission may include 1 ex officio member appointed by the county board from its own membership. If appointed, the term of the ex officio member shall expire with his or her elected term of office, except in the case of the county board chair, in which case the term of office shall expire with his or her term as county board chair.
- E. The members of the planning commission shall be representative of the important segments of the community, such as the economic, governmental, educational, and social development of Grand Traverse County, in accordance with the major interests

as they exist in Grand Traverse County, such as agriculture, natural resources, recreation, education, public health, government, transportation, industry, and commerce. The membership shall also be representative of the entire geography of Grand Traverse County to the extent practicable.

- F. The county board shall make reasonable effort to ensure that the membership of the planning commission include a member of a public school board or an administrative employee of a school district included, in whole or in part, within the county's boundaries. The requirements of this subsection apply whenever an appointment is to be made to the planning commission, unless an incumbent is being reappointed or an ex officio member is being appointed under subsection D.
- G. Current members of the planning commission created by ordinance 11 of 1985 of the county board pursuant to 1945 Public Act No. 282 shall continue to hold their present terms of office until such time as they expire.
- H. Except as provided in subsection D, an elected officer or employee of Grand Traverse County is not eligible to be a member of the planning commission.

4. Officers; advisory committee.

- A. The planning commission shall elect a chairperson and secretary from its members and create and fill other offices as it considers advisable. An ex officio member is not eligible to serve as chairperson. The term of each officer shall be 1 year, with the opportunity for re-election as specified in the bylaws adopted under section 10.
- B. The planning commission may appoint advisory committees whose members are not members of the planning commission.

5. Vacancies.

If a vacancy occurs on the planning commission, the vacancy shall be filled for the unexpired term in the same manner as provided in the initial appointment. A member shall hold office until his or her successor is appointed.

6. Members compensation

Members of the planning commission may be compensated for their services as provided by the county board.

7. Removal from Office.

The County Board of Commissioners may remove a member of the Planning Commission for misfeasance, malfeasance, or nonfeasance in office upon written charges and after a public hearing.

8. Meeting and Committees

- A. The planning commission shall hold not less than 4 regular meeting each year and by resolution shall determine the time and place of the meetings. Unless the bylaws provide otherwise, a special meeting of the planning commission may be called by the chairperson or by 2 other members, upon written request to the secretary. Unless the bylaws provide otherwise, the secretary shall send a written notice of a special meeting to planning commission members not less than 48 hours before the meeting.
- B. The business of the planning commission shall be conducted at a public meeting in accordance with the 1976 Act, No. 267.
- C. A writing prepared, owned, used, in the possession of, or retained by a planning commission in performance of an official function shall be made available to the public in compliance with the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246.

9. Members, compensation and expenses; budget; appropriations; gifts; expenditures

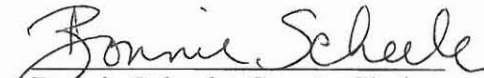
- A. The planning commission may adopt bylaws relative to compensation and expenses of its members and employees for travel when engaged in the performance of activities authorized by educational and training programs, and meetings.
- B. After preparing the annual report required under section 10.B. the planning commission may prepare a detailed budget and submit the budget to the county board for approval or disapproval. The county board annually may appropriate funds for carrying out the purposes and functions permitted under the Michigan planning enabling act, and may match local government funds with federal, state, county, or other local government or private grants, contributions, or endowments.
- C. The planning commission may accept gifts for the exercise of its functions. A gift of money so accepted in either case shall be deposited with the treasurer of the local unit of government in a special non reverting planning commission fund for expenditure by the planning commission for the purpose designated by the donor. The treasurer shall draw a warrant against the special non reverting fund only upon receipt of a voucher signed by the chairperson and secretary of the planning commission and an order drawn by the clerk of the county. The expenditures of a planning commission, exclusive of gifts and grants, shall be within the amounts appropriated by the county board.

10. Bylaws and Records

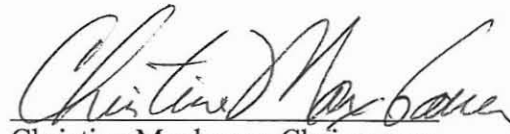
- A. The planning commission shall adopt bylaws for the transaction of business, and shall keep a public record of its resolutions, transactions, findings, and determinations.

- B. The planning commission shall make an annual written report to the county board concerning its operations and status of planning activities, including recommendations regarding actions by the county board related to planning and development.
11. Preparation and adoption of master plan generally; areas covered by plan; powers and duties of planning commission generally.
- A. The planning commission shall make and approve a master plan as a guide for development within Grand Traverse County, as provided in article III of the Michigan planning enabling Act and subject to the following:
- (1) All prior master plans adopted by the predecessor to this planning commission continue in effect as a master plan under this ordinance.
- (2) The master plan may include planning in cooperation with the constituted authorities for incorporated areas in whole or to the extent to which, in the planning commission's judgment, they are related to the planning of the unincorporated territory or of the county as a whole.

January 28, 2015


Bonnie Scheele, County Clerk

January 28, 2015


Christine Maxbauer, Chairperson

Effective Date: Publication in Paper on February 5, 2015