CHAPTER 19 TOWNSHIP PLANNING COMMISSION

19.1 General Provisions.

- (1) Short Title. This Ordinance shall be known and may be cited as the Oakfield Township Planning Commission Ordinance.
- (2) Statutory Authority. This Ordinance is authorized by Public Act 33 of 2008, as amended. MCL 125.3801 et seq.
- (3) Continuation of Planning Commission. The existence and status of the Township Planning Commission is hereby continued for all lawful purposes and effects and without limitation as to duration.
- (4) Repeal. Any prior resolution establishing the Township Planning Commission is repealed.
- (5) **Definitions.** Any words not otherwise defined in this Ordinance are defined as stated in Michigan Public Act 33 of 2008, as amended. If such words have not been defined, they are to be understood by their ordinary meaning.

19.2 Transition.

(1) Former Acts. All actions taken by the Township Planning Commission preceding the creation of this Ordinance are approved, ratified and confirmed. Any Planning Commission actions in process at the effective date of this Ordinance shall continue, but shall be subject to the terms hereof.

19.3 Membership.

- (1) Composition. The Planning Commission shall consist of seven members.
- (2) Appointment. The Township Supervisor shall appoint each Planning Commission member, subject to the approval of the Township Board, by majority vote of the Board members elected and serving
 - (a) Qualified Electors. The members of the Planning Commission shall be qualified electors of the township, except that one of such members need not be so qualified To be and remain qualified as a member, an elector need not be registered to vote, but shall reside and be eligible to register to vote in the Township. Appointment of one non-qualified elector to the Planning Commission is discretionary only.
 - (b) Representation. To the extent practicable, the membership of the Planning Commission shall be generally representative of the diverse interests and areas in the Township.

- (c) Township Board Member. One member of the Planning Commission shall be a member of the Township Board. The term of a Township Board member on the Planning Commission shall be the same as the member's Township Board term. A Township Board member may not serve as chairperson of the Planning Commission.
- (d) Township Employees. Township employees shall not be eligible for membership on the Planning Commission.
- (3) Officers. At the first meeting of each year, the Planning Commission shall select a chairperson from among its members, who shall serve for a term of one year; the chairperson may be re-elected. At the same meeting, the commission shall also elect a secretary from among the remaining members. The secretary shall have a one-year term and may be re-elected. The Planning Commission shall elect such other officers as the members may determine. The term of each officer shall be one year.
- (4) Term of Office. Planning Commission members in office at the time of the adoption of this Ordinance shall continue in office until the expiration of their respective terms. Succeeding members shall be appointed for three-year terms. A member's term commences on the date of appointment and terminates three years from the date of appointment, except that a member shall continue to serve until his or her successor is appointed.
- (5) Vacancies. The Township Board shall fill vacancies in the membership of the Commission in the same manner as provided for the initial appointments. A person appointed to fill a vacancy shall serve for the remainder of the unexpired term, and may be re-appointed to a full term.
- (6) Removal. The Township Board may remove a member of the Planning Commission for misfeasance, malfeasance or nonfeasance, after providing written notice to the member and an opportunity for a public hearing.
- (7) Compensation. Planning Commissioners may receive such compensation and expense reimbursement as the Township Board may determine.
- (8) Zoning Board of Appeals. One member of the Planning Commission shall serve as a member of the Zoning Board of Appeals.
- 19.4 Powers and Duties.
- (1) In General. Unless otherwise reserved in this Ordinance, the Planning Commission has all the powers and duties provided by Michigan Public Act 33 of 2008, as amended, Michigan Public Act 110 of 2006, as amended, and applicable Township ordinances.
- (2) **Duties and Responsibilities.** The Planning Commission shall perform the following duties and responsibilities, among others:

- (a) Bylaws and Other Matters. The Planning Commission shall adopt bylaws for the transaction of its business and shall keep a public record of its resolutions, findings, determinations and other official actions. Public records shall be available to the public as provided by the Freedom of Information Act, Public Act 442 of 1976, as amended. The bylaws shall provide that members shall not participate in matters as to which they have a conflict of interest. The Planning Commission shall prepare an annual report to the Township Board.
- (b) Master Plan. To guide the development of the Township, the Planning Commission shall prepare a Master Plan in accordance with applicable provisions of Michigan Public Act 33 of 2008, as amended.
- (c) Zoning Ordinance. The Planning Commission shall administer the Township zoning ordinance and take such other actions with respect to zoning and land use planning as are authorized by the terms of the zoning ordinance, other applicable Township ordinances and state law.
- (3) Reservations. The Township Board retains the responsibility of adopting a capital improvements program for the Township.
- 19.5 Meetings. The Planning Commission may hold meetings as frequently as it determines, but may not have fewer than four regularly scheduled meetings each year. The time and place of regular meetings shall be determined by resolution adopted in accordance with the Open Meetings Act, Michigan Public Act 267 of 1976, as amended. Meetings shall be held in accordance with the Open Meetings Act.

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