

Chapter 2.35
PLANNING COMMISSION

2.35.010 Establishment.

Pursuant to authority contained in the City Charter and state statutes, a planning commission of the city of Coos Bay is established. [Ord. 3 § 1, 1984].

2.35.020 Membership.

(1) The planning commission shall consist of seven members to be appointed by the city council.

(2) Eligible members shall have been residents of the city for at least one year, except that one member may reside outside the city limits if that person owns property within the city limits. A member may continue to serve the remainder of a term of office at the council's discretion, if a change in eligibility occurs.

(3) The terms of office shall be four years with no more than three terms expiring in any year. There shall be no limitation on reappointments.

(4) Upon expiration of a term of vacancy, the council shall publicly announce the vacancy and solicit applications. Selection shall be made by a ballot vote. If no person receives a majority, the two receiving the most votes shall be voted upon again.

(5) A member may be removed by the city council for misconduct or nonperformance of duty. A member who is absent from three consecutive meetings without an excuse approved by the planning commission or who has missed at least one-third of the meetings for any year is presumed to be in nonperformance of duty. The planning commission shall recommend to the council to declare the position vacant. Before making that decision, the council shall afford the commissioner the opportunity to be heard.

(6) The planning commission may make and alter rules and regulations for its operations and procedures consistent with the laws of this state and with the City Charter and ordinances of the city of Coos Bay, subject to review and approval by the city council. Membership shall comply with state statute. [Ord. 3 § 2, 1984].

2.35.030 Presiding members.

(1) At its first meeting of each year, the commission shall elect a chair and vice-chair who shall have voting member status. The term of office shall be one year, although the officers shall hold office at the discretion of the commission. Officers are eligible for re-election.

(2) The vice-chair shall be the presiding officer in absence of the chair. [Ord. 3 § 3, 1984].

2.35.040 Compensation.

Members of the planning commission shall receive no compensation but shall be reimbursed for authorized expenses. The commission shall keep an accurate record of all expenses of the commission. [Ord. 3 § 4, 1984].

2.35.050 Quorum.

A majority of the members of the planning commission shall constitute a quorum. If a quorum cannot be obtained because of a conflict of interest, the quorum requirements shall be reduced to three for that issue only. If a quorum of three cannot be achieved by the next planning commission meeting, the issue will be forwarded to the city council. [Ord. 3 § 5, 1984].

2.35.060 Meetings.

The planning commission shall meet at least once a month. Meetings at other than regularly scheduled times may be announced at a prior meeting and thereby made a part of the record. A previously unannounced meeting may be called by the chair or at the request of three commissioners for a time not to be earlier than 24 hours after the notice is given. [Ord. 3 § 6, 1984].

2.35.070 Powers and duties.

The commission shall have the powers and duties which are now or may hereafter be assigned to it by Charter, ordinances, or resolutions of the city and by general laws of the state.

The planning commission shall function primarily as a comprehensive planning body by proposing policy and legislation to the city council and by implementing regulations relating to the growth and development of the community. The function of the planning commission may include the following:

- (1) Study and review all elements of the Comprehensive Plan and make recommendations to the city council in order to comply with state law and to respond to changing circumstances.
- (2) Formulate and recommend legislation, such as the land development ordinance or any other ordinance, which implements the comprehensive plan; review these ordinances to assure compliance with the plan and state law.
- (3) Review and recommend detailed plans which relate to public facilities and services, housing, economic development, transportation, recreation, energy conservation, and natural resources, for the betterment of community growth and assist in the development of funding sources for public projects in these subject areas.
- (4) Advance cooperative harmonious relationships with other planning groups, and public, semi-public, civic, and private planning and development activities.
- (5) Make and file with the city council minutes of all meetings of the commission. [Ord. 3 § 7, 1984].