

CITY of SANTA CLARA
Est. 1999

Ordinance # 2011-1

An Ordinance setting the guidelines, duties, and mission statement for the Planning Commission for the City of Santa Clara.

SECTION 1. PURPOSE.

A. MISSION STATEMENT

The Planning Commission is responsible for planning and recommending to the City Council future developments and projects for the City of Santa Clara.

B. DUTIES

The Planning Commission; hereafter, known as the Commission; shall develop a Master Plan for the City of Santa Clara. This plan shall be submitted to the council for approval and should include, but not be limited to the following items:

1. Annexation
2. Roads and Traffic
3. Water Supply
4. Commercial Development
5. Industrial Development
6. Residential Development
7. Drainage
8. Sewage and Sanitation
9. Infrastructure and City Hall
10. Parks and Recreation

The Commission shall review any development plats submitted to the City in accordance with the City Subdivision Ordinance and make recommendations to the City Council. The Commission shall review all matters presented to it by the Mayor. Any recommendation made by the Commission shall be subject to the approval of the City Council.

SECTION 2. STRUCTURE.

The Commission shall be structured within the following guidelines:

1. The Commission shall consist of seven (7) members. Members of the Commission are selected by the Mayor and the City Council. The Mayor selects and appoints two (2) members and each Councilperson selects and appoints one (1) member. Appointments will be made in January the year after a Councilperson or Mayor is elected. Elections are held in May and appointments made the following January. Appointments will be officially announced at the first (1st) council meeting in January. Should a Commission member, during his/her term of appointment, vacate his/her position for any reason, the selecting official will select and appoint a replacement and make the announcement at the next council meeting. When the official who made the original appointment is no longer in office, the replacing official will execute the selection and appointment of the replacement for the Commission.
2. Members shall serve 2-year terms.
3. Members shall serve without compensation.
4. Members shall be qualified voters of the City of Santa Clara.
5. The Commission members will nominate and elect a Chairperson and Vice-Chairperson at their Public meeting in January of each year.
6. Four voting members of the Commission must be present to have a Quorum.
7. Once appointed, members should be familiar with the ordinances of the City of Santa Clara.
8. The Mayor shall be a non-voting member of the Commission.
9. The Commission shall post notice of any meeting under the Open Meetings Act.
10. The Commission shall meet the 2nd Monday of each month at 6:30 p.m., at the Santa Clara City Hall.

This Ordinance supersedes any previously approved ordinances regarding to the Planning Commission.

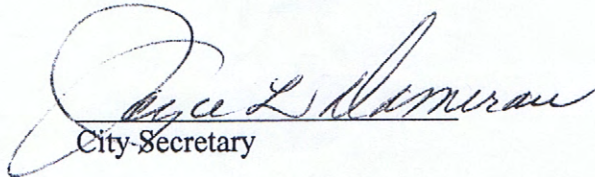
Read, Approved, and Adopted this 10th day of January, 2011.

Approved:



Mayor

Attest:



City Secretary