

ARTICLE XII. PLANNING COMMISSION

Sec. 12-1. Planning Commission.

The Planning Commission consists of that body of members appointed by the Board of Commissioners to carry out the directives of this and other ordinances and to carry out any other duties which may from time to time be assigned to the Planning Commission by the Board of Commissioners.

- A. *Membership and Appointments.*
 - 1. The Planning Commission shall consist of five (5) members residing within the County who shall be appointed by the Board of Commissioners. The members of the Planning Commission shall reside in the same districts used in the election of the Board of Commissioners.
 - 2. Vacancies on the Planning Commission shall be filled by the member of the Board of Commissioners hailing from the district which has the vacancy. Prior to this requirement, whereby members of the Planning Commission shall be appointed from the same districts used in the election of the County Commissioners, members of the Planning Commission were required to reside in one (1) of five (5) different Planning Commission districts.
 - 3. None of the members shall hold any other public office except that one (1) member may also be a member of the Zoning Board of Appeals.
 - 4. Termination of a member from the Planning Commission shall require a majority vote of the Board of Commissioners.
- B. *Term of Office.*
 - 1. The term of office for each member of the Planning Commission shall be three (3) years. It is the intent of this section that the terms be staggered with no term limitation.
 - 2. A vacancy in the membership shall be filled for the unexpired term in the same manner as the initial appointment.
- C. *Officers; Rules and Procedures; Minutes.*
 - 1. The Planning Commission shall elect one of its members as Chairman and another as Vice-Chairman, each serving for one (1) year or until re-elected or a successor is elected. The Vice-Chairman shall act as Chairman in the Chairman's absence. The Planning Commission shall appoint a Secretary who shall be an employee of Fayette County.
 - 2. The Planning Commission shall have the authority to adopt rules of procedure. Meetings of the Planning Commission shall be held at the call of the Chairman and as scheduled.
 - 3. The Planning Commission shall keep minutes of its proceedings, showing the vote of each member upon each question, or if they are absent or fail to vote, indicating such fact. The Planning Commission shall keep records of its examinations and other official actions all of which shall be immediately filed in the office of the Planning Commission (Zoning Administrator's Office) and shall be public record.
- D. *Conflict of Interest.* Any member of the Planning Commission shall be disqualified to act upon a matter before the Planning Commission with respect to property in which the member has an interest.
- E. *Attendance.* It may be deemed cause for removal should any member of the Planning Commission fail, without proper reason, to attend three (3) consecutive meetings.