

BY-LAWS OF THE EFFINGHAM COUNTY PLANNING BOARD
(PLANNING COMMISSION)

NAME

The name of the Planning Commission shall be "Effingham County Planning Board" (Planning Commission)* hereinafter referred to as the "Planning Board".

OBJECTIVES

The Planning Board shall be considered an assisting agency to the Effingham County Commission. The objectives of the Planning Board are to make objective recommendations to the Board of Commissioners in regards to applications for rezoning, variance, conditional use, sketch plans, and rural businesses. The Planning Board will have sole decision making powers regarding applications for residential businesses and ponds. The Planning Board will review and make a recommendation to the Board of Commissioners regarding updates to the Official Zoning Map of Effingham County.

MEMBERSHIP

The Planning Board shall consist of five (5) members, one each from each Commission district. At their first regular meeting in February 2002, the board of commissioners shall appoint one member from each of the five (5) respective election districts of the county board of commissioners to serve commencing with the February 2002 regular meeting of the planning board. The members representing the second, third, and fifth districts shall serve through the January 2003 regular meeting of the planning board. The members representing the first and fourth election districts shall serve through the January 2005 regular meeting of the planning board. Thereafter, successors shall be appointed every four years at the first regular meeting of the board of commissioners in February immediately following the general election of the commissioner representing said district. The term of each respective planning board member representing a commissioner election district shall commence upon appointment and extend through the January regular meeting of the planning board immediately following the next general election of the commissioner representing said district.

Any vacancy in the membership shall be filled for the unexpired term in the same manner as the initial appointment. Members shall be removable for cause by the board of commissioners upon written charges and after a public hearing. The board of commissioners shall determine the amount of compensation, if any, to be paid to members of the planning board.

OFFICERS

The Planning Board shall elect from its membership a Chairman and Vice Chairman, who shall serve for one year or until each is re-elected. The Planning Board shall have a Secretary who will be an employee of the Board of Commissioners and designated by the zoning administrator. It shall be the Chairman's obligation to maintain parliamentary procedure among the members of the Board and to vote only in the event of the necessity to break a tie vote.

It shall be the Vice-Chairman's duty to assist the Chairman in whatever capacity is required, and to conduct the meetings in the absence of the Chairman. It shall be the Secretary's duty to secure adequate minutes of each meeting, disperse same at the following regularly scheduled meeting, and maintain any and all record necessary for the proper function of the Planning Board.

RECORDS

The Planning Board shall keep a record of its minutes which shall be a public record. Such record shall be maintained by the Secretary and be available for public viewing.

MEETINGS

The Planning Board shall meet the fourth Monday of each month in the Effingham County Commission meeting room or at the call of the Chairman or a majority of the membership of the Planning Board.

All Planning Board meetings, being a matter of public record are open for attendance by the public at large. The public may speak in regards to any item on the agenda at the time the Chairman opens the floor for public comment.

METHOD OF AMENDING THE BY-LAWS

The By-Laws of the Planning Board may be amended by the Board of Commissioners provided that notice of the proposed change has been given 15 days prior to the meeting and a quorum is present.

*The term "Board" used herein shall substitute for Commission and be used in the same context as stated in the General Planning Enabling Act of 1957 as amended so as not to be confused with the governing body of Effingham which is commonly and lawfully referred to as Commission.

Approved this 3rd day of March 2015


Wendall A. Kessler, Chairman

ATTEST:


Stephanie Johnson, County Clerk