

Bald Head Island, NC Code of Ordinances

**DIVISION 2.
PLANNING BOARD***

* **State Law References:** to create a planning board, G.S. 160A-361.

Sec. 2-111. Created.

There is hereby created the village planning board for purposes of performing those duties set forth in this division and any duties hereafter assigned to it by the council.

(Ord. No. 22, § 1, 4-15-1989)

Sec. 2-112. Membership.

(a) The planning board shall consist of five members, at least three of whom shall be qualified registered voters of the village. All of the members shall be appointed by the village council for three-year staggered terms. Two alternates shall be appointed by the village council for three-year terms to substitute at meetings for absent members. When substituting, such alternates shall have the same voting privilege as an appointed member. No member may serve more than two consecutive terms.

(b) Vacancies occurring for reasons other than expiration of membership shall be filled by the village council for the remainder of the unexpired term. Vacancies occurring by expiration of the initial board's term and by the expiration of the terms of subsequent board members shall be filled by an appointment for three years by the village council.

(c) Faithful attendance at all planning board meetings and conscientious performance of the duties required of members is a prerequisite of continuing membership on the board. Two consecutive unexcused absences as determined by the board constitute unfaithful attendance. The village council shall remove and replace any member of the board for such unfaithful attendance.

(Ord. No. 22, § 2, 4-15-1989)

Sec. 2-113. Officers and meetings.

(a) The planning board shall hold its first meeting each year in the month of July. During that meeting, the planning board shall elect one of its members to serve as chairman and preside over the board's meetings and one member to serve as vice-chairman to serve as acting chairman in the absence of the chairman. The persons so designated shall serve in these capacities for one year and shall be eligible for reelection. Vacancies in these offices may be filled for the unexpired term only. The chairman shall appoint any committee deemed necessary to investigate any matter before the board.

(b) The board shall further adopt rules for the transaction of its business and shall provide for appointment of a secretary who shall be responsible for making and retaining records of the members' attendance, its resolutions, discussions, findings and recommendations, which notes shall be kept and maintained at the village offices as public records.

(c) Any board meeting shall be open to the public and the presence of three members thereof shall constitute a quorum.

(Ord. No. 22, § 3, 4-15-1989)

Sec. 2-114. Duties.

The responsibilities and duties of the planning board shall be as follows:

(1) To make studies of the village for purposes of preparing a proposed zoning ordinance and land use regulation scheme.

(2) To determine objectives to be sought by such zoning and land use; to prepare and recommend plans for achieving such objectives consistent always with the North Carolina General Statutes and the village charter; and specifically to develop and propose a zoning ordinance complete with proposed district classifications, maps showing proposed district boundaries and procedure for enforcement thereof, having due regard for considerations set forth in G.S. 160A-383 and subject always to the limitations contained therefor in the village charter.

(3) The planning board shall have such public hearings as it determines to be necessary in the course of preparing the above-referenced proposed ordinance and upon completion shall certify the ordinance to the village council which shall then take such action upon the proposed ordinance as it shall deem appropriate.

(4) To continually review any existing zoning ordinance and to make recommendations regarding adjustments thereto and specifically to recommend any amendments thereto.

(5) To review on behalf of the village council and to advise the village council on proposals for the development of new areas of the island.

(6) In addition to performing the above-related duties regarding creation and establishment of a zoning ordinance, the planning board shall perform such other duties as the council may from time to time direct.

(Ord. No. 22, § 4, 4-15-1989)

Sec. 2-115. Financing.

Expenditures of the planning board shall be within amounts appropriated for such purpose by the village council and no indebtedness for which the village shall be liable shall be contracted by the planning board unless an appropriation has been made therefor by the village council and then only to the extent of the appropriation.

(Ord. No. 22, § 5, 4-15-1989)

Secs. 2-116--2-130. Reserved.