

Chapter 3 ADMINISTRATION

Sections:

3.01 City Administrator as Administrative Official

3.02 City Administrator as Enforcement Official

3.03 Planning Commission

3.01 City Administrator as Administrative Official

Except where otherwise specifically provided in this ordinance, the City Administrator or his/her designee shall be the administrative official charged with interpreting the provisions of this ordinance.

3.02 City Administrator as Enforcement Official

Except where otherwise specifically provided in this ordinance, the City Administrator or his/her designee shall be charged with enforcing the provisions of this ordinance.

3.03 Planning Commission

A. Authority for Continuation: The planning commission is continued in accordance with the authority of KSA 12-744 and amendments thereto.

B. Membership, Terms and Vacancies:

1. The Planning Commission shall have ten (12) members, of which two (2) members shall reside outside of the City, but within 3 miles of the planning area of the city as defined in the Comprehensive Plan for the City. The remaining members shall be residents of the City of Cheney.
2. The members of the Planning Commission shall be appointed by the Mayor with the consent of the Governing Body, and shall serve until their successors are appointed and qualified in the manner herein provided. Members shall be appointed for terms of three (3) years and shall serve without compensation for their service.
3. Vacancies on the Planning Commission shall be filled by appointment of the Mayor with the consent of the Governing Body for the remainder of the unexpired term of the Planning Commissioner whose position has been vacated.

C. Officers: The Planning Commission shall elect one (1) of its members as chairperson and one (1) of its members as vice-chairman who shall each serve one (1) year and until their successors have been selected. A City staff member shall serve as the secretary of the Planning Commission.

D. Meetings: The members of the Planning Commission shall meet as determined necessary to perform its duties. Meetings may be called at any time by the chairperson or the City Administrator, with twenty-four hours (24) written notice to the membership. A majority of the commission shall constitute a quorum for the transaction of business. City staff shall keep minutes of the Planning Commission's proceedings and official actions, including its examinations and findings and shall file the same with the City Clerk.

E. Powers and Duties: The powers and duties of the Planning Commission shall be those authorized by Article 7 of Chapter 12 of the Kansas Statutes Annotated (KSA 12-741 et seq.), and amendments thereto, and as defined by policy direction of the governing body.