

ORDINANCE NO. 105

An Ordinance Establishing a Planning Commission

The Township Board of Supervisors hereby ordains:

Section 1. Establishment of Commission

A Township Planning Commission is hereby established under the authority of Minnesota Statutes 462.354 through 462.358 for the purpose of creating and maintaining a Comprehensive Plan for recommendation to the Township Board. The Planning Commission shall also make recommendations to the Township Board on applications for preliminary plats referred by the County of Douglas. Other powers and duties may be delegated to the Planning Commission by the Township Board, consistent with Minnesota Statutes. All decisions of the Commission are subject to approval by the Township Board.

Section 2. Composition and Terms of Office of the Planning Commission

The Planning Commission shall consist of five members, one of which may be a member of the Township Board. The members must be appointed by the Township Board and shall be township residents. Members may be compensated at a per diem rate to be set by the Township Board for necessary and reasonable expenses, and shall be paid quarterly. All members shall initially be appointed for a period ending April 1, 2006. Thereafter, two members of the Board shall be appointed for one year, two members shall be appointed for two years, and one member shall be appointed for a three-year term. Subsequently, all members shall be appointed for three years.

Section 3. Organization and Record Keeping

The Planning Commission shall create and fill the offices of chairperson from its own membership. The Zoning Administrator shall act as advisor to the Planning Commission, and shall be responsible for preparing resolutions, reports, and findings, which documents shall be a public record. The Clerk shall act as Secretary to the Commission and shall prepare or supervise the preparation of the minutes of the Commission. The Secretary shall be responsible for record keeping and all word processing requested by the Zoning Administrator and the Planning Commission. The Commission shall adopt rules for the conduct of hearings and the transaction of business.

Section 4. Planning Agency

The Planning Commission shall be the planning agency and shall have the powers and duties given such agencies generally by Minnesota Statutes 462.651 through 462.365. It shall also exercise the duties conferred by this ordinance.

Section 5. Public Hearings

No Township plan shall be adopted by the Township Board of Supervisors until a public hearing has been held thereon by the Planning Commission.

Approved by the Township Board of Supervisors this 2nd day of May, 2005.

Roger Thalman-Chairman

Jim Casper-Supervisor

Joel Dahlheimer-Supervisor

Louis Ross-Supervisor

Attest: Gregg Raisanen
Alexandria Township Clerk