

November 7, 2019

Bylaws for the planning and zoning commission of the town of deep River Connecticut. Articles discussed this far by the regulations committee.

Article 1: purpose and authorization

The objectives and purpose of the planning and zoning commission of the town of deep River are those set forth in chapters 124 and 126 of the Connecticut general statutes as amended, and those powers delegated to the deep river planning and zoning commission by the aforementioned statutes and an ordinance establishing a planning and zoning commission for the town of deep River November 15, 1972

Article 2 name

The commission shall be known as the deep river planning and zoning commission

Article 3 office of agency

The office of the deep River planning and zoning commission shall be at the deep River town hall we're all commission records will be kept. Copies of all official documents records maps etc. will be filed or recorded by the office of the town clerk

Article 4 membership

Section 1

As specified in the ordinance establishing the PZC in deep River. The number of voting members of the commission shall be seven and three alternates

Section 2

This section needs to be discussed by the commission as it involves term limits with staggered terms. This will probably need a town ordinance change as well. The thinking is to have a limit of two consecutive terms with the possibility of coming back in the future as an alternate. It's also been suggested that Town residents interested in volunteering for the PZC present letters of intent and qualifications either to be commission or at a board of selectmen's meeting. This may also involve an ordinance change

Section 3

The first selectmen shall be an ex officio member of the commission

Section 4

Vacancies on the commission shall be filled by recommendation of the PZC and board of selectmen with a confirming vote at a town meeting

Section 5

Members shall notify the commission if they are unable to attend a meeting. A 24 hour notification may be required, This should be discussed.

Section 6

After a number of absences without notification the member is dismissed from the commission. The number of absences to be discussed

Section 7

No immediate relations in the same family can be seated at the same time

Section 8

Reasons for removal of a member. A: absences? B: misconduct?

Section 9

Resignations: letters of resignation should be sent to the chairman of the commission, the first selectmen in the town clerk

Article 5 officers and their duties

Section 1

The officers of the commission shall be a chairman, a vice chairman, and a secretary

Section 2

The chairman vice chairman and secretary shall all be members of the commission. All officers of the commission may vote and discuss matters before the commission. The suggestion of a rotating chairman should be discussed

Section 3

The vice chairman she'll act for the chairman in his or her absence and have the authority to perform the duties prescribed for that office

Section 4

The chairmanship preside at meetings and hearings of the commission. The chairman may appoint subcommittees and call for special meetings

Section 5

Special meetings may also be called by three(?) Commission members

Article 6: administrative staff

Section 1

The recording clerk shall keep the minutes and records of the commission and with the assistance of such staff as is available she'll prepare the agenda of regular and special meetings under the direction of the chairman and with help from the ZEO. The recording clerk shall also provide notice of all meetings to commission members arrange proper and legal notice of hearings attend to correspondence of the commission and such other duties as are normally carried out by a recording clerk

Section 2

In the absence of the recording clerk, due to illness or personal reasons the chairman with the assistance of available staff show appoint a recording clerk pro tem