

TOWNSHIP OF WAVERLY
PLANNING AND ZONING COMMISSION
Resolution Amending Planning and Zoning Commission Bylaws

WHEREAS, the Waverly Township Planning Commission ("Commission") operates pursuant to its duly adopted Bylaws ("the Bylaws") as may be amended from time to time (Tab 1);

WHEREAS, the Bylaws currently do not include provisions regarding attendance by Commission members nor any reference to grounds for removal from the Commission;

WHEREAS, in the interest of providing clear guidance for Commission members and the general public with regard to what is expected of Commission members in terms of their attendance and conduct, the Commission is amending the Bylaws as permitted by Section 61 therein.

WHEREFORE, BE IT RESOLVED by the Waverly Township Planning and Zoning Commission that the Bylaws of said commission are amended as follows:

ADDING SECTION 7:

7. Absences, Removals, Resignations and Vacancies

7.1 To be excused, members of the planning commission shall notify the township supervisor, planning commission chairperson or other planning commission member when they intend to be absent from a meeting. Failure to make this notification prior to the meeting shall result in an unexcused absence.

7.2 Members may be removed by the township board for misfeasance, malfeasance or nonfeasance in office upon written charges and after a public hearing.

7.3 A member may resign from the planning commission by sending a letter of resignation to the township supervisor, township board or planning commission chairperson.

7.4 If any member of the Commission is absent from two consecutive regularly scheduled meetings without excuse, then that member shall be considered delinquent which may be presented to the Township Board as grounds for removal of that member for misconduct or nonperformance of the member's duties. The Commission Secretary, or acting Secretary in the absence of the elected Secretary, shall maintain attendance records of the Commission and must inform the Township Board, in writing, of any delinquent members of the Commission.

7.5 Vacancies shall be filled by the township supervisor, with the approval of the township board, within one month of resignation or removal of a planning commission member. Successors shall serve out the unexpired term of the member being replaced.

Motion made by _____, seconded by _____ to adopt the foregoing Resolution.

Upon roll call vote the following voted "aye":
The following voted "nay":

The Chair declared the motion carried and the Resolution duly adopted.

TOWNSHIP OF WAVERLY
PLANNING AND ZONING COMMISSION

, Secretary